

EXCEL KEYBOARD SHORTCUTS

Periodic Table

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General																		Workbooks & Worksheets	
F1 Open Help	Ctrl F1 Collapse Ribbon	Data Entry		Formatting		Formulas		Navigation						Other		N New Workbook	Shift F11 New Worksheet		
F2 Edit Mode	Ctrl C Copy	Ctrl T Create Table	Alt ↓ Auto Filter	Ctrl 1 Format Cells	Ctrl Shift ~ General	F4 Absolute References	Ctrl Shift F3 Create Names	Ctrl HOME Top of Worksheet	HOME Row Start	Ctrl Shift HOME Select to Top Worksheet	Shift ↓ Extend Select Down	Ctrl Shift ↓ Select All Down	Ctrl Shift * Select Current Region	F11 Chart Sheet	Ctrl O Open Workbook	Ctrl PgDn Next Worksheet			
F4 Redo	Ctrl X Cut	Ctrl ; Current Date	Ctrl ' Copy Formula Down	Ctrl Shift % Percentage	Ctrl Shift \$ Currency	F9 Recalc Workbook	F3 Paste Names	Shift SPACE Select Row	Ctrl 0 Hide Column	ENTER Active Cell Down	Shift ↑ Extend Select Up	Ctrl Shift ↑ Select All Up	Ctrl Shift O Select Comments	F1 Embedded Chart	Ctrl TAB Next Workbook	Ctrl PgUp Prev Worksheet			
F7 Spell Check	Ctrl V Paste	Ctrl Shift ; Current Time	Ctrl Shift ' Copy Value Down	Ctrl B Bold	Ctrl Shift ! Number	F9 Recalc Worksheet	F3 Function Dialog	Ctrl SPACE Select Column	Ctrl 9 Hide Row	ENTER Active Cell Up	Shift → Extend Select Right	Ctrl Shift → Select All Right	Ctrl [Select Precedents	Alt F11 Open VBA Editor	Ctrl Shift TAB Previous Workbook	Ctrl Shift PgUp Select Worksheets			
Shift F7 Thesaurus	Ctrl Shift V Paste Values	Ctrl D Copy Down	Ctrl E Flash Fill	Ctrl U Underline	Ctrl Shift @ Time	Shift F9 Recalc Worksheet	Shift F3 Function Dialog	Ctrl SPACE Select Column	Ctrl 9 Hide Row	ENTER Active Cell Up	Shift → Extend Select Right	Ctrl Shift → Select All Right	Ctrl [Select Precedents	Alt F11 Open VBA Editor	Ctrl Shift TAB Previous Workbook	Ctrl Shift PgUp Select Worksheets			
F12 Save As	Ctrl F Find	Ctrl R Copy Right	Alt ENTER New Line (Edit Mode)	Ctrl I Italics	Ctrl Shift # Date	Ctrl \ Show Formulas	Alt = Auto Sum	Ctrl A Current Range	Ctrl Shift (Hide Row	TAB Active Cell Right	Shift ← Extend Select Left	Ctrl Shift ← Select All Left	Ctrl] Select Dependents	Alt F12 Power Query Editor	Ctrl W Close Workbook	Ctrl P Print			
Ctrl Z Undo	Ctrl H Replace	Ctrl K Insert Hyperlink	Insert Emoji	Ctrl 5 Strikethrough	Ctrl Shift ^ Scientific	Ctrl F3 Name Manager	Ctrl Shift U Expand Formula Bar	Ctrl G Go To Special	Ctrl Shift) Hide Column	Shift TAB Active Cell Left	Ctrl . Toggle Active Cell	Ctrl Shift END Select to End Worksheet	Alt ; Select Visible Cells	Ctrl 6 Hide Objects	Alt F4 Close Excel	Ctrl S Save			