



Periodic Table of Excel Keyboard Shortcuts

General		Range Selection & Navigation				Formula Editing & Management		Formatting		Workbook & Worksheet Management		Useful Dialog Boxes	
F1 Excel Help	Ctrl I Toggle Italics	Ctrl Shift ← Select All Cells to the Left	Ctrl → Select All Cells to the Right	Ctrl Home Move to Top of Worksheet	Alt ; Select Only Visible Cells	Alt = Insert Auto Sum	F3 Insert Defined Named Range (Only If Any Exists)	Ctrl Shift ~ Apply General Format	Ctrl Shift % Apply Percent Format	Ctrl N Start New Workbook	Shift F11 Inset New Worksheet	Ctrl O Open Existing File Dialog Box	Ctrl F3 Name Manager Dialog Box
F2 Edit Current Cell	Ctrl P Print	Ctrl Shift ↓ Select All Cells Below	Ctrl End Move to Last Used Cell	F5 Go To Specified Range	F4 Toggle Absolute Reference (In Edit Mode Only)	Ctrl Shift F3 Create Named Range from Selection	Ctrl Shift ~ Toggle Formula View	Ctrl ! Apply Number Format	Ctrl 5 Apply Strikethrough Format	Ctrl W Close Active Workbook	Ctrl Shift F11 Inset New Worksheet	Ctrl I Format Cells Dialog Box	Ctrl F Find Dialog Box
F4 Redo Last Action	Ctrl S Save File	Ctrl Shift ↑ Select All Cells Above	Ctrl ← Move to LeftMost Cell	Ctrl 9 Hide Row	Ctrl D Fill Values Down	Ctrl ~ Toggle Formula View	Ctrl ! Apply Number Format	Ctrl 5 Apply Strikethrough Format	Ctrl 5 Apply Strikethrough Format	Ctrl Shift N Start New Workbook	Shift F11 Inset New Worksheet	Ctrl I Format Cells Dialog Box	Ctrl F Find Dialog Box
F7 Start Spell Check	Ctrl U Toggle Underline	Ctrl Shift → Select All Cells to the Right	Ctrl End Move to Last Used Cell	F5 Go To Specified Range	Ctrl D Fill Values Down	Ctrl ~ Toggle Formula View	Ctrl ! Apply Number Format	Ctrl 5 Apply Strikethrough Format	Ctrl 5 Apply Strikethrough Format	Ctrl W Close Active Workbook	Ctrl Shift F11 Inset New Worksheet	Ctrl I Format Cells Dialog Box	Ctrl F Find Dialog Box
F9 Recalculate All Worksheets	Ctrl V Paste Contents of Clipboard	Ctrl Shift ↑ Select All Cells Above	Ctrl ← Move to LeftMost Cell	Ctrl 9 Hide Row	Ctrl D Fill Values Down	Ctrl ~ Toggle Formula View	Ctrl ! Apply Number Format	Ctrl 5 Apply Strikethrough Format	Ctrl 5 Apply Strikethrough Format	Ctrl W Close Active Workbook	Ctrl Shift F11 Inset New Worksheet	Ctrl I Format Cells Dialog Box	Ctrl F Find Dialog Box
F12 Save File As	Ctrl X Cut Selection	Ctrl A Select Entire Region	Ctrl → Move to Right-Most Cell	Ctrl 0 Hide Column	Ctrl R Fill Values Right	Ctrl] Select Dependents for Active Formula	Ctrl @ Apply Time Format	Alt Enter Add Carriage Return (In Edit Mode Only)	Ctrl W Close Active Workbook	Ctrl W Close Active Workbook	Ctrl Shift F11 Inset New Worksheet	Ctrl Shift + Insert Dialog Box	Ctrl H Replace Dialog Box
Ctrl B Toggle Bold Text	Ctrl Y Redo Last Action	Ctrl Space Select Entire Column	Ctrl ↓ Move to Last Cell in Column	Ctrl Shift) Unhide Column	Ctrl ' Copy from Cell Above	Ctrl [Select Precedents for Active Formula	Ctrl Shift # Apply Date Format	Ctrl Shift - Remove Borders	Ctrl W Close Active Workbook	Ctrl W Close Active Workbook	Ctrl Shift F11 Inset New Worksheet	Ctrl - Delete Dialog Box	Ctrl T Create Table Dialog Box
Ctrl C Copy Selection	Ctrl Z Undo Last Action	Shift Space Select Entire Row	Ctrl ↑ Move to First Cell in Column	Ctrl Shift (Unhide Row	Shift F3 Insert Function	Ctrl Shift Enter Create an Array Formula (In Edit Mode Only)	Ctrl Shift \$ Apply Currency Format	Ctrl Shift & Apply Border Around Selection	Ctrl W Close Active Workbook	Ctrl W Close Active Workbook	Ctrl Shift F11 Inset New Worksheet	Ctrl Alt F8 Macros Dialog Box	Ctrl Alt F11 Open Visual Basic Editor