Cheatography

Excel Shortcuts Keyboard Shortcuts

by Zachary Ha-Ngoc (Primezzz) via cheatography.com/171824/cs/36090/

File

Open	CTRL + O
New	CTRL + N
Print	CTRL + P
Save	CTRL + S

Navigating in Excel

Move	CTRL + arrow	Move to next non-empty cell
Move/select	CTRL + SHIFT + arrow	Move and select, to next non-empty cell
Select	SHIFT + arrow	Include next cell in selection range
Next cell	Tab	Skip to cell to the right
Next worksheet	CTRL + PgDn	
Previous worksheet	CTRL + PgUp	
Find	CTRL + F	
Replace	CTRL + R	

Formatting

Bold	CTRL + B
Italic	CTRL + I
Underline	CTRL + U
Clear content	Delete
Clear formats	Alt + H + E + F
Clear all	Alt + H + E + A

Formula & Modelling

Direct formula edit	F2
Calculate now	F9
Formula Line Break	ALT + Enter
Lock row	F4 + F4
Lock Column	F4 + F4 + F4
Lock cell	F4

Arixcel

Dependents	CTRL + SHIFT + Q	Check how this cell depends on other calculations
Precedents	CTRL + Q	Check what cells are used to calculate this formula
Toggle Formula Map	CTRL + Shift + M	Color the worksheet depending on the formula interaction
Go back	CTRL + Backspace	Go back to previous modified location
Calculation Flow	CTRL + Shift + F	In depth calculation flow

Fill

Fill Down	CTRL + D
Fill Right	CTRL + R

Rows & Columns

Select Column	CTRL + Space
Select row	SHIFT + Space
Select entire worksheet	CTRL + A
Delete row	CTRL + Minus
Add row	CTRL + SHIFT + Plus
Group rows	ALT + SHIFT + rightarrow
Ungroup rows	ALT + SHIFT + leftarrow

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