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Shortcut with Function Key

Function Keys	Description
F1	Open "Microsoft Office Excel Help".
F2	Edit an Excel cell.
F3	Displays the "Paste Name" dialog box.
F4	Repeats the last action.
F5	Opens "Go To" dialog box.
F6	Switches between worksheet and menu / Ribbon.
F7	Spelling Check.
F8	Switches Extend mode on / off.
F9	Calculates all worksheets in all open workbooks.
F10	Highlights shortcut keys of Menu and Ribbon items.
F11	Creates chart of selected cells.
F12	Opens "Save As" dialog box.
Shortcuts with Control Key	
Control Keys	Description
CTRL + 1	Opens "Format Cells" dialog box.
CTRL + 2	Makes selected cell text bold.
CTRL + 3	Makes selected cell text italic.
CTRL + 4	Makes selected cell text underline.
CTRL + 5	Makes selected cell text strikethrough.
CTRL + 6	Displays / hides objects.
CTRL + 8	Displays / hides outline symbols.
CTRL + 9	Hides selected rows.
CTRL + 0	Hides selected columns.
CTRL + A	CTRL + A once will select current data range, second time it will select whole sheet and third time it will select whole worksheet.
CTRL + B	Makes selected cell text bold.
CTRL + C	Copy data.
CTRL + D	Fill Down command to paste topmost cell to all selected cells below it.
CTRL + F	Opens "Find and Replace" dialog box with "Find" tab.
CTRL + G	Opens "Go To" dialog box.
CTRL + H	Opens "Find and Replace" dialog box with "Replace" tab.
CTRL + I	Makes selected cell text italic.
CTRL + K	Opens insert "Insert Hyperlink" dialog box.
CTRL + N	Opens new workbook.
CTRL + O	Opens "Open" dialog box.
CTRL + P	Opens "Print" dialog box.
CTRL + R	"Fill Right" command to paste leftmost cell to all selected cells in the right side.
CTRL + S	Opens "Save As" dialog box.
CTRL + T	Opens "Create Table" dialog box.
CTRL + U	Makes selected cell text underline.
CTRL + V	Paste data.
CTRL + W	Close current sheet.
CTRL + X	Cut data.
CTRL + Y	Redo last action.
CTRL + Z	Undo last action.

Miscellaneous Shortcut

Keys	Description
ESC	Escapes dialog box, message box and discards text while writing in cell.
TAB	selects right side cell.
SHIFT + TAB	selects left side cell.
CTRL + TAB	Switches to next tab in dialog box.
CTRL + SHIFT + TAB	Switches to previous tab in dialog box.
BACKSPACE	Clears the whole content of the active cell if a cell selected. Clear a character to left side while editing or writing content in cell.
ENTER	Moves to one cell downwards.
ALT + ENTER	Inserts a line break within a cell.
CTRL + ENTER	Paste copied cell to all selected cells.
SHIFT + ENTER	Moves to one cell upwards.
SPACEBAR	Checks / Uncheck the checkbox, radio button and works like ENTER key in dialog box.
CTRL + SPACEBAR	Selects an entire column in a worksheet.
SHIFT + SPACEBAR	Selects an entire row in a worksheet.
CTRL + SHIFT + SPACEBAR	CTRL + SHIFT + SPACEBAR once will select current data range, second time it will select whole sheet cells and third time it will select whole worksheet.
ALT +SPACEBAR	Displays the Control menu for the Microsoft Office Excel window.
DELETE	Removes the text data from cell (Not formatting).
HOME	Moves to leftmost cell in the row.
CTRL + HOME	Moves to the top-left cell of a worksheet.
CTRL + SHIFT + HOME	Selects cells to the beginning of the data range from current cell.
END	Moves to the cell in the lower-right corner of the window (If SCROLL LOCK is turned on).
CTRL + END	Moves to the last cell in the lower-right corner of window.
CTRL + SHIFT END	Selects cells to the end of the data range from current cell.
PAGE UP	Moves the current view of worksheet to one screen up.
CTRL + PAGE UP	Moves to the previous sheet in workbook.
ALT + PAGE UP	Moves the current view of worksheet to one screen to the left.
CTRL + SHIFT + PAGE UP	Moves to the previous sheet in workbook.
PAGE DOWN	Moves the current view of worksheet to one screen down.
CTRL + PAGE DOWN	Moves to the next sheet in workbook.
ALT + PAGE DOWN	Moves the current view of worksheet to one screen to the right.
CTRL + SHIFT + PAGE DOWN	Moves to the next sheet in workbook.
ARROW	Move to one cell left / right / up / down.
CTRL + ARROW	Move to extreme left / right / up / down in a selected data range or blank sheet.
SHIFT + ARROW	Select / deselect one cell in the left / right / up / down from current cell.
CTRL + SHIFT + ARROW	Select / deselect current range of data or blank sheet in the left / right / up / down from current cell.
ALT + DOWN ARROW	Show a list of data in cells above to current cell as a dropdown.