

| Command             | Chromebook      | PC              | Mac             |
|---------------------|-----------------|-----------------|-----------------|
| Create new workbook | Control+N       | Control+N       | Command+N       |
| Open workbook       | Control+O       | Control+O       | Command+O       |
| Save workbook       | Control+S       | Control+S       | Command+S       |
| Close workbook      | Control+W       | Control+W       | Command+W       |
| Undo                | Control+Z       | Control+Z       | Command+Z       |
| Redo                | Control+Y       | Control+Y       | Command+Y       |
| Copy                | Control+C       | Control+C       | Command+C       |
| Cut                 | Control+X       | Control+X       | Command+X       |
| Paste               | Control+V       | Control+V       | Command+V       |
| Paste values only   | Control+Shift+V | Control+Shift+V | Command+Shift+V |
| Find                | Control+Shift+F | Control+F       | Command+F       |
| Find and replace    | Control+H       | Control+H       | Command+Shift+F |
| Insert link         | Control+K       | Control+K       | Command+K       |
| Bold                | Control+B       | Control+B       | Command+B       |