

Group	Shortcut	Description
Clipboard Actions	Ctrl + C	Copy selected cells
	Ctrl + V	Paste content from clipboard
	Ctrl + X	Cut selected cells
Undo/Redo	Ctrl + Z	Undo last action
	Ctrl + Y	Redo last action
Save/Find/Replace	Ctrl + S	Save the active workbook
	Ctrl + F	Find data in worksheet
	Ctrl + H	Find and replace data
Formatting	Ctrl + B	Apply or remove bold formatting
	Ctrl + I	Apply or remove italic formatting
	Ctrl + U	Apply or remove underline
	Ctrl + 1	Open Format Cells dialog box
Selection	Ctrl + A	Select all contents of the worksheet
	Shift + Spacebar	Select entire row
	Ctrl + Spacebar	Select entire column
Navigation	F2	Edit the active cell
	Alt + Enter	Start a new line within a cell
	Ctrl + Arrow keys	Move to the edge of the current data region
	Ctrl + Shift + Arrow keys	Select cells to the edge of the current data region
	Ctrl + Home	Move to the beginning of the worksheet
	Ctrl + End	Move to the last cell with content
	Ctrl + Page Up/Down	Move between worksheet tabs
	Ctrl + Shift + U	Increase height of formula bar