Program Name	Description	ShortCut Keys	Action
Google Docs	Basic Text Formatting:	Ctrl + B	Bold
Google Docs	Basic Text Formatting:	Ctrl + I	Italic
Google Docs	Basic Text Formatting:	Ctrl + U	Underline
Google Docs	Basic Text Formatting:	Ctrl + Shift + C	Open the word count dialog
Google Docs	Basic Text Formatting:	Ctrl + Shift + Y	Open the "Research" pane
Google Docs	Paragraph Formatting:	Ctrl + Alt + 1	Heading 1
Google Docs	Paragraph Formatting:	Ctrl + Alt + 2	Heading 2
Google Docs	Paragraph Formatting:	Ctrl + Alt + 3	Heading 3
Google Docs	Paragraph Formatting:	Ctrl + Alt + 4	Heading 4
Google Docs	Paragraph Formatting:	Ctrl + Alt + 5	Heading 5
Google Docs	Paragraph Formatting:	Ctrl + Alt + 6	Heading 6
Google Docs	Paragraph Formatting:	Ctrl + ` (Backtick)	Single line spacing
Google Docs	Paragraph Formatting:	Ctrl + Shift + 7	Numbered list
Google Docs	Paragraph Formatting:	Ctrl + Shift + 8	Bulleted list
Google Docs	Navigation:	Ctrl + Home	Go to the beginning of the document
Google Docs	Navigation:	Ctrl + End	Go to the end of the document
Google Docs	Navigation:	Ctrl + K	Insert or edit link
Google Docs	Navigation:	Ctrl + Left arrow	Move one word to the left
Google Docs	Navigation:	Ctrl + Right arrow	Move one word to the right
Google Docs	Editing:	Ctrl + C	Copy
Google Docs	Editing:	Ctrl + X	Cut
Google Docs	Editing:	Ctrl + V	Paste
Google Docs	Editing:	Ctrl + Shift + V	Paste without formatting
Google Docs	Editing:	Ctrl + Z	Undo
Google Docs	Editing:	Ctrl + Y	Redo
Google Docs	Document Actions:	Ctrl + N	Create a new document
Google Docs	Document Actions:	Ctrl + O	Open an existing document
Google Docs	Document Actions:	Ctrl + S	Save the current document
Google Docs	Document Actions:	Ctrl + P	Print the current document
Google Docs	Collaboration:	Ctrl + Alt + M	Comment
Google Docs	Collaboration:	Ctrl + Enter	Add a new comment
Google Docs	Collaboration:	Ctrl + Alt + N	Next comment
Google Docs	Collaboration:	Ctrl + Alt + P	Previous comment