

Google Drive Keyboard Shortcuts

Use Ctrl + / or Command + / to display keyboard shortcuts

	Windows/ChromeOS	MacOS
Navigation and views		
Go to navigation panel (folders list)	alt + g n alt + g f	option + g n option + g f
Go to items view	alt + g i	option + g i
Switch between grid and list in items view	alt + v l	option + v l
Go to page content	alt + g c	option + g c
Go to details pane	alt + g d	option + g d
Go to top of application (Google bar)	alt + g t	option + g t
Go to download status	alt + g a	option + g a
Go to upload status	alt + g u	option + g u
Show or hide approvals pane	alt + v e	option + v e
Show or hide details pane	alt + v d	option + v d
Show or hide activity pane	alt + v a	option + v a

	Windows/ChromeOS	MacOS
Select items		
Select or deselect item	shift + space	shift + space
Select next item down	down arrow	down arrow
Select next item up	up arrow	up arrow
Select next item to the left	left arrow	left arrow
Select next item to the right	right arrow	right arrow
Extend selection down	shift + down arrow	shift + down arrow
Extend selection up	shift + up arrow	shift + up arrow
Extend selection left	shift + left arrow	shift + left arrow
Extend selection right	shift + right arrow	shift + right arrow
Select all visible items	ctrl + a	command + a
Clear all selections	esc	esc

	Windows/ChromeOS	MacOS
Move between items		
Move down without changing selection	ctrl + down arrow	command + down arrow
Move up without changing selection	ctrl + up arrow	command + up arrow
Move left without changing selection	ctrl + left arrow	command + left arrow
Move right without changing selection	ctrl + right arrow	command + right arrow

	Windows/ChromeOS	MacOS
Take action on selected items		
Open selected items	enter	enter
Open selected items in new tab	ctrl + enter	command + enter
Rename selected items	F2	F2
Share selected items	ctrl + alt + a	command + option + a
Move selected items to new folder	ctrl + alt + m	command + option + m
Star or unstar selected items	ctrl + alt + s	command + option + s
Create shortcuts to selected items	ctrl + alt + r	command + option + r
Remove selected items	delete or #	delete or #
Copy selected item URLs to the clipboard	ctrl + alt + l	command + option + l
Copy selected item titles to the clipboard	ctrl + shift + c	command + shift + c
Cut selected items to the clipboard	ctrl + x	command + x
Paste items from the clipboard as a shortcut	ctrl + shift + v	command + shift + v
Paste selected items from the clipboard or move selected items from the clipboard	ctrl + shift + v	command + shift + v
Create a shortcut for the selected item	ctrl + alt + r	command + option + r
Redo last undone action	ctrl + y	command + y
Upload file	alt + c u	control + c u
Upload folder	alt + c i	control + c i

	Windows/ChromeOS	MacOS
Create new items		
Document	alt + c t	control + c t
Presentation	alt + c p	control + c p
Spreadsheet	alt + c s	control + c s
Drawing	alt + c d	control + c d
Folder	alt + c f	control + c f
Form	alt + c o	control + c o

	Windows/ChromeOS	MacOS
Open menus		
Create menu	alt + n	control + n
More actions menu	shift + F10	shift + F10
	alt + a	control + a
Current folder actions menu	alt + shift + a	control + shift + a
Sort menu	alt + r	control + r
Settings menu	control + shift + s	command + shift + s

	Windows/ChromeOS	MacOS
Application actions		
Display keyboard shortcuts list	ctrl + /	command + /
Choose next visual density (row height and element spacing for list view)	alt + t q	control + t q
Find/find next	ctrl + f	command + f
Print	ctrl + p	command + p
Undo last action	ctrl + z	command + z
Redo last undone action	ctrl + y	command + y
Show last message	alt + g k	option + g k
Search your Drive	/	/

	Windows/ChromeOS	MacOS
Preview mode actions		
Preview items	ctrl + alt + p	command + option + p
Close	esc	esc
Play/pause	space	space
Zoom in	+ or =	+ or =
Zoom out	-	-