

| Command | Chromebook | PC | Mac |
|----------------------------|--|---------------------|--|
| Italicize | Control+I | Control+I | Command+I |
| Underline | Control+U | Control+U | Command+U |
| Zoom in | Control+Plus (+) | Control+Plus (+) | Option+Commad+Plus (+) |
| Zoom out | Control+Minus (-) | Control+Minus (-) | Option+Commad+Minus (-) |
| Select column | Control+Spacebar | Control+Spacebar | Command+Spacebar |
| Select row | Shift+Spacebar | Shift+Spacebar | Up Arrow+Spacebar |
| Select all cells | Control+A | Control+A | Command+A |
| Edit the current cell | Enter | F2 | F2 |
| Comment on a cell | Ctrl + Alt + M | Alt+I+M | Option+Command+M |
| Insert column to the left | Ctrl + Alt + = (with existing column selected) | Alt+Shift+I, then C | Command + Option + = (with existing column selected) |
| Insert column to the right | Alt + I, then O | Alt+Shift+I, then O | Ctrl+Option+I, then O |
| Insert row above | Ctrl + Alt + = (with existing row selected) | Alt+Shift+I, then R | Command + Option + = (with existing row selected) |
| Insert row below | Alt + I, then R, then B | Alt+Shift+I, then B | Ctrl + Option + I, then B |