

Excel keyboard shortcuts for Windows

Built-in Excel shortcuts, from Microsoft's own list. They're the ones our lessons teach, and they work in any copy of Excel for Windows.

Clipboard and editing

Copy	Ctrl+C
Paste	Ctrl+V
Undo	Ctrl+Z
Redo	Ctrl+Y
Fill down (copy the top cell into the cells below)	Ctrl+D
Fill right (copy the left cell into the cells to its right)	Ctrl+R
Edit the selected cell	F2

Moving around

Jump to the edge of the data (down)	Ctrl+↓
Jump to the edge of the data (up)	Ctrl+↑
Jump to the edge of the data (left)	Ctrl+←
Jump to the edge of the data (right)	Ctrl+→
Go to the start of the sheet (A1)	Ctrl+Home

Selecting

Select to the edge of the data (down)	Ctrl+Shift+↓
Select to the edge of the data (up)	Ctrl+Shift+↑
Select to the edge of the data (left)	Ctrl+Shift+←
Select to the edge of the data (right)	Ctrl+Shift+→
Select the whole column	Ctrl+Space
Select the whole row	Shift+Space
Select all	Ctrl+A

Formulas

AutoSum: insert a SUM of the numbers above (or to the left)	Alt+=
Cycle a reference through A1, A$1, $A1, A1 (while editing a formula)	F4