

Google Sheets Keyboard Shortcuts

A Comprehensive Cheat Sheet by [ChromeGeek.com](https://chromegeek.com)

Unlock your productivity in Google Sheets with these essential keyboard shortcuts for various platforms!

General & Desktop Shortcuts (Windows / Mac)

Note: For Mac users, use Cmd (⌘) instead of Ctrl, and Option (⌥) instead of Alt, unless specified.

Arrow Keys

Move selection by one cell

Ctrl + Arrow

Move to end of data range

Ctrl + Home

Move to cell A1

Ctrl + End

Move to last cell with content

Shift + Arrow

Extend selection by one cell

Ctrl + Shift + Arrow

Extend selection to end of data range

Ctrl + A

Select all (press twice to select entire sheet)

Ctrl + Space

Select entire column

Shift + Space

Select entire row

Enter

Move to cell below (after entering data)

Shift + Enter

Move to cell above (after entering data)

Tab

Move to cell right (after entering data)

Shift + Tab

Move to cell left (after entering data)

F2 / Ctrl + Enter

Edit active cell (put cursor inside cell)

Ctrl + C

Copy

Ctrl + X

Cut

Ctrl + V

Paste

Ctrl + Z

Undo

Ctrl + Y

Redo

Delete

Clear cell content

Formatting Shortcuts

Ctrl + B

Bold

Ctrl + I

Italic

Ctrl + U

Underline

Ctrl + Shift + 5

Apply percent format (%)

Ctrl + Shift + 4

Apply currency format (\$)

Ctrl + Shift + 1

Apply decimal format

Ctrl + ;

Insert current date

Ctrl + Shift + ;

Insert current time

Rows & Columns Shortcuts

Ctrl + Alt + I + R

Insert row above

Ctrl + Alt + I + C

Insert column left

Ctrl + Alt + E + R

Delete row

Ctrl + Alt + E + C

Delete column

Ctrl + Alt + H + R

Hide row

Ctrl + Alt + H + C

Hide column

Ctrl + Alt + H + S

Show hidden rows/columns

Formulas & Functions Shortcuts

=

Start a formula

F4

Toggle absolute/relative cell references (\$)

Ctrl + Shift + Enter

Complete an array formula (Mac: Cmd + Shift + Enter)

Ctrl + Alt + F

Open the "Find and Replace" dialog

ChromeOS Specific Shortcuts

Most general desktop shortcuts also apply on ChromeOS. Here are a few notable ones:

- Search (magnifying glass) + Shift + L**

Lock screen
- Search (magnifying glass) + L**

Select next item on shelf
- Search (magnifying glass) + M**

Minimize window
- Ctrl + Shift + Q (twice)**

Sign out of your Google Account

Android & iPhone/iPad Shortcuts (with External Keyboard)

While touch gestures are primary on mobile, connecting an external keyboard (Bluetooth, USB-C) allows you to use many of the desktop shortcuts. Here are some commonly supported ones:

- Ctrl / Cmd + C**

Copy selected cell(s)
- Ctrl / Cmd + V**

Paste copied content
- Ctrl / Cmd + Z**

Undo last action
- Ctrl / Cmd + Y**

Redo last undone action
- Arrow Keys**

Navigate between cells

Enter

Move down to the next cell

Tab

Move right to the next cell

Shift + Tab

Move left to the previous cell

Delete / Backspace

Clear cell content

Ctrl / Cmd + B

Bold text

Ctrl / Cmd + I

Italicize text

Ctrl / Cmd + U

Underline text

F2

Edit selected cell's content

On iOS, you can also press and hold the Cmd (⌘) key to see a list of available shortcuts for the current app.