

Google Slides Keyboard Shortcuts Cheat Sheet

Your go-to guide for mastering Google Slides with lightning-fast keyboard shortcuts!

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General

Action	Windows/Chrome OS	Mac
Undo	Ctrl + Z	⌘ + Z
Redo	Ctrl + Y	⌘ + + Y
Copy	Ctrl + C	⌘ + C
Cut	Ctrl + X	⌘ + X
Paste	Ctrl + V	⌘ + V
Paste without formatting	Ctrl + Shift + V	⌘ + Shift + V
Select all	Ctrl + A	⌘ + A
Duplicate	Ctrl + D	⌘ + D
Find	Ctrl + F	⌘ + F
Find and replace	Ctrl + H	⌘ + Shift + H
Open	Ctrl + O	⌘ + O
Print	Ctrl + P	⌘ + P
Save	Ctrl + S	⌘ + S
Rename	Ctrl + Shift + S	⌘ + Shift + S
Insert link	Ctrl + K	⌘ + K
Insert comment	Ctrl + Alt + M	⌘ + Option + M
Spell check	Ctrl + Alt + X	⌘ + Option + X

Common actions

Action	Windows/Chrome OS	Mac
Open help	Ctrl + Shift + /	⌘ + Shift + /

Open menus (File, Edit, View, etc.)	Alt + Shift + F, E, V, I, O, T, H	Ctrl + Option + F, E, V, I, O, T, H
Open accessibility feedback	Alt + Shift + A	Ctrl + Option + A
Focus sidebar	Ctrl + Alt + Shift + S	⌘ + Option + Shift + S
Focus ruler	Ctrl + Alt + Shift + R	⌘ + Option + Shift + R
Focus editor	Alt + Shift + C	Ctrl + Option + C
Focus speaker notes	Alt + Shift + S	Ctrl + Option + S
Focus filmstrip	Ctrl + Alt + Shift + F	⌘ + Option + Shift + F
Focus text area	Ctrl + Alt + E	⌘ + Option + E
Focus current slide	Ctrl + Alt + Shift + K	⌘ + Option + Shift + K
Focus toolbar	Alt + Shift + T	Ctrl + Option + T
Open list of keyboard shortcuts	Ctrl + /	⌘ + /
Switch to next slide	Page down or Right arrow	Page down or Right arrow
Switch to previous slide	Page up or Left arrow	Page up or Left arrow
Start presentation	Ctrl + F5	⌘ + Enter
Start presentation from current slide	Ctrl + Shift + F5	⌘ + Shift + Enter

Text formatting

Action	Windows/Chrome OS	Mac
Bold	Ctrl + B	⌘ + B
Italic	Ctrl + I	⌘ + I
Underline	Ctrl + U	⌘ + U
Subscript	Ctrl + ,	⌘ + ,
Superscript	Ctrl + .	⌘ + .
Strikethrough	Alt + Shift + 5	⌘ + Shift + X
Clear formatting	Ctrl + \	⌘ + \
Increase font size	Ctrl + Shift + >	⌘ + Shift + >
Decrease font size	Ctrl + Shift + <	⌘ + Shift + <

Paragraph formatting

Action	Windows/Chrome OS	Mac
Align left	Ctrl + Shift + L	⌘ + Shift + L

Align center	Ctrl + Shift + E	⌘ + Shift + E
Align right	Ctrl + Shift + R	⌘ + Shift + R
Justify	Ctrl + Shift + J	⌘ + Shift + J
Indent	Ctrl +]	⌘ +]
Outdent	Ctrl + [	⌘ + [
Numbered list	Ctrl + Shift + 7	⌘ + Shift + 7
Bulleted list	Ctrl + Shift + 8	⌘ + Shift + 8

Moving through your presentation

Action	Windows/Chrome OS	Mac
Go to next slide	Page down or Right arrow	Page down or Right arrow
Go to previous slide	Page up or Left arrow	Page up or Left arrow
First slide	Home	Home
Last slide	End	End

Object manipulation

Action	Windows/Chrome OS	Mac
Duplicate selected object	Ctrl + D	⌘ + D
Bring to front	Ctrl + Shift + Up arrow	⌘ + Shift + Up arrow
Send to back	Ctrl + Shift + Down arrow	⌘ + Shift + Down arrow
Bring forward	Ctrl + Up arrow	⌘ + Up arrow
Send backward	Ctrl + Down arrow	⌘ + Down arrow
Group selected objects	Ctrl + Alt + G	⌘ + Option + G
Ungroup selected objects	Ctrl + Alt + Shift + G	⌘ + Option + Shift + G

Android

Action	Shortcut
New slide	Ctrl + m
Duplicate slide	Ctrl + d
Undo	Ctrl + z
Redo	Ctrl + y or Ctrl + Shift + z
Copy	Ctrl + c

Cut	Ctrl + x
Paste	Ctrl + v
Open link	Alt + Enter
Delete	Delete
Select all	Ctrl + a
Select none	hold Ctrl + Alt, press u then a
Insert link	Ctrl + k
Insert comment	Alt + Ctrl + m
Find	Ctrl + f
Show common keyboard shortcuts	Ctrl + /
Move focus to previous slide	Alt + Up arrow or Up arrow
Move focus to next slide	Alt + Down arrow or Down arrow
Extend selection to previous slide	Shift + Up arrow
Extend selection to next slide	Shift + Down arrow
Move slide up	Ctrl + Up arrow
Move slide down	Ctrl + Down arrow
Move slide to beginning	Ctrl + Shift + Up arrow
Move slide to end	Ctrl + Shift + Down arrow
Move to filmstrip	Ctrl + Alt + Shift + f
Move to canvas	Ctrl + Alt + Shift + c
Open speaker notes panel	Ctrl + Alt + Shift + s
Present from current slide (device)	Ctrl + Alt + p
Present from beginning (device)	Ctrl + Alt + Shift + p
Present from current slide (meeting)	Ctrl + Alt + h
Present from beginning (meeting)	Ctrl + Alt + Shift + h
Exit the current mode	Esc
Move to next comment in the presentation	hold Ctrl + Alt, press n then c
Bold	Ctrl + b
Italic	Ctrl + i
Underline	Ctrl + u
Subscript	Ctrl + ,
Superscript	Ctrl + .

Strikethrough	Alt + Shift + 5
Clear formatting	Ctrl + \ or Ctrl + Space
Increase font size	Ctrl + Shift + >
Decrease font size	Ctrl + Shift + <
Left align	Ctrl + Shift + l
Right align	Ctrl + Shift + r
Center align	Ctrl + Shift + e
Justify	Ctrl + Shift + j
Increase indent	Ctrl +]
Decrease indent	Ctrl + [
Move paragraph down	Alt + Shift + Down arrow
Move paragraph up	Alt + Shift + Up arrow
Bulleted list	Ctrl + Shift + 8
Numbered list	Ctrl + Shift + 7
Next (in presentation mode)	Right arrow
Previous (in presentation mode)	Left arrow
Go to specific slide (in presentation mode)	Slide's number followed by Enter
Toggle laser pointer (in presentation mode)	l
Show a blank black slide (in presentation mode)	b or .
Return to the presentation from a blank black slide	Press any key
Show a blank white slide (in presentation mode)	w or ,
Return to the presentation from a blank white slide	Press any key
Toggle play/pause (video)	k
Rewind 10 seconds (video)	u
Fast forward 10 seconds (video)	o
Previous frame (video, while paused)	Shift + ,
Next frame (video, while paused)	Shift + .
Seek to specific point in the video (e.g., Shift+7 for 70%)	Shift + 0-9
Toggle captions on/off (video)	c
Duplicate selected object	Ctrl + d
Group selected objects	Alt + Ctrl + g
Ungroup selected objects	Shift + Alt + Ctrl + g

Send backward	Ctrl + Down arrow
Bring forward	Ctrl + Up arrow
Send to back	Ctrl + Shift + Down arrow
Bring to front	Ctrl + Shift + Up arrow
Select next shape	Tab
Select previous shape	Shift + Tab
Nudge up, down, left, or right	Arrow keys
Nudge one pixel at a time	Shift + Arrow keys
Rotate counterclockwise by 1°	Alt + Shift + Left arrow
Rotate clockwise by 1°	Alt + Shift + Right arrow
Rotate counterclockwise by 15°	Alt + Left arrow
Rotate clockwise by 15°	Alt + Right arrow
Resize larger horizontally	Ctrl + Alt + b
Resize larger vertically	Ctrl + Alt + i
Resize smaller	Ctrl + Alt + j
Resize larger	Ctrl + Alt + k
Resize smaller horizontally	Ctrl + Alt + w

iPhone/iPad

Action	Shortcut
Duplicate slide	⌘ + d
Undo	⌘ + z
Redo	⌘ + y
Copy	⌘ + c
Cut	⌘ + x
Paste	⌘ + v
Move to previous slide	Up arrow
Move to next slide	Down arrow
Move slide up	⌘ + Up arrow
Move slide down	⌘ + Down arrow
Move to filmstrip	⌘ + Option + Shift + f
Move to canvas	⌘ + Option + Shift + c

Insert comment	⌘ + Option + m
Hide comment	⌘ + Alt + Shift + n
Bold	⌘ + b
Italic	⌘ + i
Underline	⌘ + u
Duplicate selected object	⌘ + d
Group selected objects	⌘ + Option + g
Ungroup selected objects	⌘ + Option + Shift + g

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