



# Google Sheets (Android) cheat sheet

## Common actions

Ctrl + Space	Select column
Shift + Space	Select row
Ctrl + A	Select all
Ctrl + Shift +	Space
Ctrl + Z	Undo
Ctrl + Y or Ctrl + Shift + Z	Redo
Ctrl + F	Find
Ctrl + H	Find and replace
Ctrl + Enter	Fill range
Ctrl + D	Fill down
Ctrl + R	Fill right
Ctrl + P	Print
Ctrl + C	Copy
Ctrl + X	Cut
Ctrl + V	Paste
Ctrl + Shift + V	Paste values only
Ctrl + Alt + V	Paste format only
Ctrl + /	Show common keyboard shortcuts
Ctrl + T	Insert new sheet
Ctrl + [1 - 9]	Move to sheet at index #

## Format cells

Ctrl + B	Bold
Ctrl + U	Underline
Ctrl + I	Italic
Alt + Shift + 5	Strikethrough
Ctrl + Shift + E	Center align
Ctrl + Shift + L	Left align
Ctrl + Shift + R	Right align
Alt + Shift + 1	Apply top border
Alt + Shift + 2	Apply right border
Alt + Shift + 3	Apply bottom border
Alt + Shift + 4	Apply left border
Alt + Shift + 6	Remove borders
Alt + Shift + 7	Apply outer border
Ctrl + K	Insert link
Ctrl + Shift + ;	Insert time

Ctrl + ;	Insert date
Ctrl + Shift + '	Format as automatic
Ctrl + Shift + 1	Format as decimal
Ctrl + Shift + 2	Format as time
Ctrl + Shift + 3	Format as date
Ctrl + Shift + 4	Format as currency
Ctrl + Shift + 5	Format as percentage
Ctrl + Shift + 6	Format as exponent
Ctrl + \	Clear formatting
Ctrl + Alt + = or Ctrl + Alt + Shift + =	(with rows selected) Insert rows
Ctrl + Alt + = or Ctrl + Alt + Shift + =	(with columns selected) Insert columns
Ctrl + Alt + -	(with rows selected) Delete rows
Ctrl + Alt + -	(with columns selected) Delete columns

## Navigating spreadsheet

Ctrl + Arrow keys	Move to section boundary
Ctrl + Shift + Arrow keys	Select from current position to section boundary
Ctrl + Backspace	Scroll to active cell
Ctrl + Tab	Move to next sheet
Ctrl + Shift + Tab	Move to previous sheet
Alt + Shift + K	Display list of sheets
Alt + Enter	Open hyperlink
Alt + Shift + X	Open Explore

## Editing notes and comments

Shift + F2	Insert/edit note
Ctrl + Alt + M	Insert/edit comment
Ctrl + Alt + Shift + A	Open comment discussion thread

## Open a menu

Alt + I	(in Google Chrome) Insert menu
Alt + Shift + I	(in other browsers) Insert menu
Alt + O	(in Google Chrome'da) Format menu

Alt + Shift + O (in other browsers) Format menu

Alt + Shift + S Sheet menu (copy, delete, and other sheet actions)

Ctrl + Shift + \ Context menu

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*More information: [defkey.com/google-sheets-android-shortcuts](http://defkey.com/google-sheets-android-shortcuts)*

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