

Keyboard	What it does
SHIFT+F11	Insert a new worksheet.
CTRL+PAGE DOWN	Move to the next sheet in the workbook.
CTRL+PAGE UP	Move to the previous sheet in the workbook.
CTRL+SPACEBAR	Select the entire column.
SHIFT+SPACEBAR	Select the entire row.
ATL F1	Creates a chart on the current worksheet (Excel 2007 only)
CTRL+ENTER	Fill the selected cell range with the current entry.
CTRL+D	Fill down.
CTRL+R	Fill to the right.
CTRL+K	Insert a hyperlink
CTRL+; (semicolon)	Enter the date. Date is static
CTRL+SHIFT+: (colon)	Enter the time. Time is static
CTRL+Z	Undo the last action.
ALT+= (equal sign)	Insert an AutoSum formula with the SUM function.
CTRL+' (apostrophe)	Copies a formula from the cell above the active cell into the cell or the Formula Bar.
CTRL+` (single left quotation mark)	Alternate between displaying cell values and displaying formulas. It is the key to the left of number 1 on the main keyboard
ALT+ENTER	Start a new line in the same cell. Wrapping text.
F7	Display the Spelling dialog box.
CTRL+1	Display the Format Cells dialog box.
CTRL+SHIFT+~	Apply the General number format.
CTRL+SHIFT+\$	Apply the Currency format with two decimal places (negative numbers in parentheses).
CTRL+SHIFT+%	Apply the Percentage format with no decimal places.
CTRL+SHIFT+#	Apply the Date format with the day, month, and year.
CTRL+SHIFT+@	Apply the Time format with the hour and minute, and AM or PM.
CTRL+SHIFT+!	Apply the Number format with two decimal places, thousands separator, and minus sign (–) for negative values.
CTRL+9	Hide the selected rows.
CTRL+SHIFT+((open parenthesis)	Unhide any hidden rows within the selection.
CTRL+0 (zero)	Hide the selected columns.
CTRL+SHIFT+) (closing parenthesis)	Unhide any hidden columns within the selection.
F11	Creates a chart of the data in the current range on a new worksheet