

Action	Shortcut	Type
Copy	⌘ + c	Copy & Paste
Paste	⌘ + v	
Paste Special	⌘ + ⇧ + v	
Select Row	⇧ + Space	Select & Navigate
Select Column	^ + Space	
Jump to End	⌘ + Arrow	
Mark + Jump to End	⌘ + ⇧ + Arrow	
Group	⌘ + ⇧ + k	Group & Ungroup
Ungroup	⌘ + ⇧ + j	

Action	Shortcut	Type
Cell Format	⌘ + 1	Cell Format
Format as %	^ + ⇧ + %	
Format as Number	^ + ⇧ + !	
Add Autofilter	⌘ + ⇧ + f	Filter
Show Dropdown List	⇧ + Arrow down	
Add \$ in Formula	⌘ + t	In Cell
Line break within Cell	⇧ + ⌘ + ↵	
Calculate all worksheets	fn + F9	Calculate
Calculate active worksheet	fn + ⇧ + F9	

Action	Shortcut	Type
Go To Special	F5 → ⌘ + s	Search
Find	⌘ + f	
Replace	^ + h	
Save as	⌘ + ⇧ + s	Worksheet functions
Insert new Worksheet	⇧ + F11	
Go to next/ previous Sheet	Fn + ^ + Arrow up/ down	
Delete/ insert Row/ Column	^ + - / ^ + +	Others
Create Pivot Table	fn + F11	
Repeat last Action	^ + y	
Enter Cell	^ + u	