

10 SHORTCUTS MS EXCEL ESSENTIAL USE IN DA

COPY



Ctrl + c

PASTE



Ctrl + v

CUT



Ctrl + x

UNDO



Ctrl + z

REDO



- Ctrl + y
- Ctrl + Shift + z
- F4

SAVE



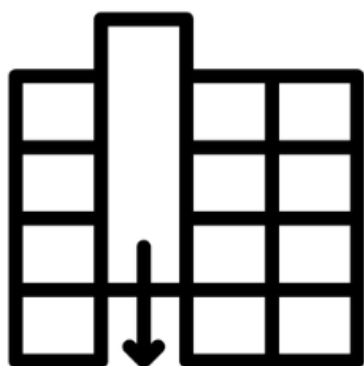
Ctrl + s

INSERT ARRAY FORMULA



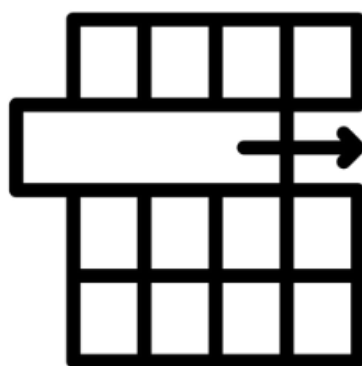
Ctrl + Shift + Enter

SELECT COLUMN



Ctrl + Space

SELECT ROW



Shift + Space

SELECT ALL



- Ctrl + a
- Ctrl + Shift + Space