

ExcelShir Excel Formula Deep Dive - EXCEL Keyboard Shortcuts for PC & MAC (All Sessions)

| Topic | ID | Description | PC Shortcut | MAC Shortcut |
|-------------|----|--|---------------------------|----------------------------|
| Edit Cells | 1 | Edit Contents of Selected Cell | F2 | F2 |
| | 2 | Save Cell Changes & Select Next Cell Down | ENTER (in cell edit mode) | RETURN (in cell edit mode) |
| | 3 | Exit Cell Without Saving Changes | ESC (in cell edit mode) | ESC (in cell edit mode) |
| Cell Ref | 4 | Toggle Cell Ref Mode & Text Edit Mode | F2 (in cell edit mode) | F2 (in cell edit mode) |
| | 5 | Toggle Absolute/Relative Cell References | F4 (in cell edit mode) | F4 (in cell edit mode) |
| Help | 6 | Auto-Complete Highlighted Function from List | TAB (in cell edit mode) | TAB (in cell edit mode) |
| | 7 | Built-In Help Menu | F1 | F1 |
| Audit | 8 | Evaluate (convert to string) selected formula expression | F9 (in cell edit mode) | F9 (in cell edit mode) |
| | 9 | Toggle Formula Audit Mode (a.k.a. "Show Formulas") | CTRL + ` (grave) | CTRL + ` (grave) |
| Quick Value | 10 | Insert Today's Date Value Into Active Cell | CTRL + ; (semi-colon) | CTRL + ; (semi-colon) |
| | 11 | Insert Current Time Value Into Active Cell | CTRL + : (colon) | CMD + ; (semi-colon) |

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Additional Resources: <https://excelshir.com/resources>