LibreOffice Calc

Windows / Linux shortcuts

CONCEPTS

> Shortcuts are for Windows and Linux. On macOS read Ctrl as Command and Alt as Option. Your desktop may grab some; rebind in Tools > Customize > Keyboard.

FILES & EDITING

Ctrl + **S**
Save

Ctrl + **Z**
Undo

Ctrl + **Y**
Redo

Ctrl + **C**
Copy

Ctrl + **X**
Cut

Ctrl + **V**
Paste

Ctrl + **Shift** + **V**
Paste Special dialog

Ctrl + **H**
Find & Replace

CELL ENTRY

F2
Edit current cell

Delete
Clear contents without dialog

Backspace
Open Delete Contents dialog

Ctrl + **Enter**
Line break inside a cell

F4
Cycle relative / absolute reference

Ctrl + **F2**
Function Wizard

Ctrl + **`**
Show formulas instead of values

Ctrl + **Plus**
Insert cells

CELL ENTRY (cont.)

Ctrl + **Minus**
Delete cells

NAVIGATION

Ctrl + **Home**
First cell A1

Ctrl + **End**
Last cell with data

Ctrl + **Arrows**
Jump to edge of data block

Ctrl + **Page** › **Up**
Previous sheet

Ctrl + **Page** › **Down**
Next sheet

F5
Navigator

SELECTION

Shift + **Arrows**
Extend selection by cell

Ctrl + **Shift** + **Arrows**
Extend selection to data edge

Shift + **Space**
Select row

Ctrl + **Space**
Select column

FORMATTING

Ctrl + **1**
Format Cells dialog

Ctrl + **B**
Bold

Ctrl + **I**
Italic

SHEETS & DATA

Alt + **click** › **tab**
Rename sheet in place

F9
Recalculate changed formulas