

There are lots of keyboard shortcuts available in Excel.

	Function Key	SHIFT	CTRL	ALT	CTRL + SHIFT	ALT + SHIFT
F1	Display Help or the office Assistant	What's This?		Insert a chart sheet		Insert a new worksheet
F2	Edit the active cell	Edit a cell comment		Save AS Command		Save Command
F3	Paste a name into a formula	Paste a function into a formula	Define a name		Create names by using row and column labels	
F4	Repeat the last action	Repeat the last Find (Find Next)	Close the window	Exit		
F5	Go To	Display the Find dialog box	Restore the window size			
F6	Move to the next pane	Move to the previous pane	Move to the next workbook window		Move to the previous workbook window	
F7	Spelling command		Move the window			
F8	Extend a selection	Add to the selection	Resize the window	Display the Macro dialog box		
F9	Calculate all sheets in all open workbooks	Calculate the active worksheet	Minimize the workbook			
F10	Make the menu bar active	Display a shortcut menu	Maximize or restore the workbook window			
F11	Create a chart	Insert a new worksheet	Insert a Microsoft Excel 4.0 macro sheet	Display Visual Basic Editor		
F12	Save As command	Save command	Open command		Print command	