

Smartcuts:

6 shortcuts to instantly boost your productivity

Print out these awesome smartcuts and keep them near your computer. Remember to use them as frequently as possible so you one day don't need this cool sheet.

	Windows	Mac	
Moving around			
Jump to the end of the current data	Ctrl + Arrow key	^ + Arrow key	
Select cells until end of data	Ctrl + Shift + Arrow key	^ + Shift + Arrow key	
Saving			
Save	Ctrl + S	Command + S	
Save as	F12	Command + Shift + S	
Filling			
Fill data from cell above	Ctrl + D	^ + D	
Fill data from cell to the left	Ctrl + R	^ + R	

This bonus is part of our <u>free online Excel training</u>. Thank you for being awesome and following along!