



Apple Numbers Shortcuts for Mac

No.	Action	Mac Shortcuts	Section
1	New spreadsheet	Command + N	Most used Apple Numbers Shortcuts
2	Open template chooser	Command + Shift + N	Most used Apple Numbers Shortcuts
3	Save spreadsheet	Command + S	Most used Apple Numbers Shortcuts
4	Open existing spreadsheet	Command + O	Most used Apple Numbers Shortcuts
5	Save as	Command + Shift + S	Most used Apple Numbers Shortcuts
6	Print	Command + P	Most used Apple Numbers Shortcuts
7	Find	Command + F	Most used Apple Numbers Shortcuts
8	Find next	Command + G	Most used Apple Numbers Shortcuts
9	Find previous	Command + Shift + G	Most used Apple Numbers Shortcuts
10	Use selection for find	Command + E	Most used Apple Numbers Shortcuts
11	Scroll to find selection	Command + J	Most used Apple Numbers Shortcuts
12	Spelling check	Command + ;	Most used Apple Numbers Shortcuts
13	Spelling window	Command + :	Most used Apple Numbers Shortcuts
14	Zoom in	Command + >	Most used Apple Numbers Shortcuts
15	Close window	Command + W	Most used Apple Numbers Shortcuts
16	Minimize window	Command + M	Most used Apple Numbers Shortcuts
17	Show preferences	Command + ,	Most used Apple Numbers Shortcuts
18	Show inspector window	Command + Option + I	Most used Apple Numbers Shortcuts
19	Show document rulers	Command + R	Most used Apple Numbers Shortcuts
20	Display layout	Command + Shift + L	Most used Apple Numbers Shortcuts
21	Close numbers	Command + Q	Most used Apple Numbers Shortcuts
22	Hide other windows	Command + Option + H	Most used Apple Numbers Shortcuts
23	Hide numbers	Command + H	Most used Apple Numbers Shortcuts
24	Show colors window	Command + Shift + C	Most used Apple Numbers Shortcuts
25	Scroll one screen up	Page Up key	Navigation Shortcuts
26	Scroll one screen down	Page Down key	Navigation Shortcuts
27	Scroll one screen left	Option + Page Up key	Navigation Shortcuts
28	Scroll one screen right	Option + Page Down key	Navigation Shortcuts
29	Go to beginning of spreadsheet	Home	Navigation Shortcuts
30	Go to end of spreadsheet	End	Navigation Shortcuts
31	Go to previous spreadsheet	Command + Page Up key	Navigation Shortcuts
32	Go to next spreadsheet	Command + Page Down key	Navigation Shortcuts
33	Go to previous sheet if selected in sheets pane	Left Arrow key	Navigation Shortcuts
34	Go to next sheet if selected in sheets pane	Right Arrow key	Navigation Shortcuts
35	Display font panel	Command + T	Text Formatting & Editing Shortcuts
36	Bold	Command + B	Text Formatting & Editing Shortcuts
37	Italic	Command + I	Text Formatting & Editing Shortcuts
38	Underline	Command + U	Text Formatting & Editing Shortcuts
39	Font Zoom in	Command + +	Text Formatting & Editing Shortcuts
40	Font Zoom out	Command + -	Text Formatting & Editing Shortcuts
41	Align text left	Command + {	Text Formatting & Editing Shortcuts
42	Align text right	Command + }	Text Formatting & Editing Shortcuts
43	Align text justify	Command + Option +	Text Formatting & Editing Shortcuts
44	Superscript	Ctrl + Command + +	Text Formatting & Editing Shortcuts
45	Subscript	Ctrl + Command + -	Text Formatting & Editing Shortcuts
46	Copy	Command + C	Text Formatting & Editing Shortcuts
47	Paste	Command + V	Text Formatting & Editing Shortcuts
48	Cut	Command + X	Text Formatting & Editing Shortcuts
49	Paste and match formatting with destination text	Command + Option + Shift + V	Text Formatting & Editing Shortcuts
50	Insert paragraph break	Return	Text Formatting & Editing Shortcuts
51	Insert nonbreaking space	Option + Spacebar	Text Formatting & Editing Shortcuts
52	Insert line break	Shift + Return	Text Formatting & Editing Shortcuts
53	Select All	Command + A	Text Selection Shortcuts
54	Select a word	Double click	Text Selection Shortcuts
55	Select a paragraph	Triple click	Text Selection Shortcuts
56	Extend selection of a character to left	Shift + Left Arrow key	Text Selection Shortcuts
57	Extend selection of a character to right	Shift + Right Arrow key	Text Selection Shortcuts
58	Extend selection to end of current word	Shift + Option + Right Arrow key	Text Selection Shortcuts
59	Extend selection to beginning of current word	Shift + Option + Left Arrow key	Text Selection Shortcuts
60	Extend selection to end of current line	Command + Shift + Right Arrow key	Text Selection Shortcuts
61	Extend selection to beginning of current line	Command + Shift + Left Arrow key	Text Selection Shortcuts
62	Extend selection to the line above	Shift + Up Arrow key	Text Selection Shortcuts
63	Extend selection to the line below	Shift + Down Arrow key	Text Selection Shortcuts
64	Extend selection to end of text	Shift + End	Text Selection Shortcuts
65	Extend selection to beginning of text	Shift + Home	Text Selection Shortcuts
66	Move to beginning of current word	Option + Left Arrow key	Text Selection Shortcuts



No.	Action	Mac Shortcuts	Section
67	Move to end of current word	Option + Right Arrow key	Text Selection Shortcuts
68	Move to beginning of line	Command + Left Arrow key	Text Selection Shortcuts
69	Move to end of line	Command + Right Arrow key	Text Selection Shortcuts
70	Move to beginning of paragraph	Option + Up Arrow key	Text Selection Shortcuts
71	Move to end of paragraph	Option + Down Arrow key	Text Selection Shortcuts
72	Group objects	Command + Option + G	Object Manipulation Shortcuts
73	Ungroup objects	Command + Option + Shift + G	Object Manipulation Shortcuts
74	Lock objects	Command + L	Object Manipulation Shortcuts
75	Unlock objects	Command + Option + L	Object Manipulation Shortcuts
76	Duplicate objects	Command + D	Object Manipulation Shortcuts
77	Mask or Unmask objects	Command + Shift + M	Object Manipulation Shortcuts
78	Exit mask mode	Return	Object Manipulation Shortcuts
79	Exit text edit mode	Command + Return	Object Manipulation Shortcuts

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