

Standard Excel Shortcut Keys

Useful when reviewing

Ctrl + [Selects Precedents
Ctrl +]	Selects Dependents
CTRL + \	Selects non-copied cells in row
CTRL + SHIFT + \	Selects non-copied cells down a column

General navigational rules

Arrow keys	move selection in direction of arrow
CTRL + arrow key	move to end of current range
Hold Shift while navigating	extends selection to cell described above
F5 + ENTER	Returns to previous selection

Smart Selection

F5 then Alt+S	Goto Special (to select types of cells)
SHIFT + SPACEBAR	Selects entire row
CTRL + SPACEBAR	Selects entire column
CTRL + F	Find cells matching text, formula or format criteria (hint - click "Options")

Others

CTRL + 1	Displays the Format Cells dialog box
F4	Toggles absolute/relative references
Alt + Enter	New line of text in same cell

nXt Navigation Shortcut Keys

Ctrl+Alt	Right arrow	Shift selection to the right
Ctrl+Alt	Left arrow	Shift selection to the left
Ctrl+Alt	Up arrow	Shift selection up
Ctrl+Alt	Down arrow	Shift selection down









Ctrl+Shift+Alt	Right arrow	Extend selection to the right
Ctrl+Shift+Alt	Left arrow	Extend selection to the left
Ctrl+Shift+Alt	Up arrow	Extend selection up
Ctrl+Shift+Alt	Down arrow	Extend selection down

Ctrl+Shift+Alt	>	Jump to same range on sheet to the right
Ctrl+Shift+Alt	<	Jump to same range on sheet to the left
Ctrl+Shift+Alt	Page Down	Jump to the same cell address in other workbooks with an identical sheet name
Ctrl+Shift+Alt	Backspace	Toggle R1C1 notation
Ctrl+Shift+Alt]	Trace dependents on selected row(s) (staggered)
Ctrl+Shift+Alt	[Trace precedents on selected row(s) (staggered)

nXt Building Shortcut Keys

The following shortcut keys only work with a Numeritas model.		
Ctrl+Shift+Alt	=	Cycle through nXt number formats and apply to current selection
Ctrl+Shift+Alt	-	Cycle through nXt Calc styles and apply to current selection
Ctrl+Shift+Alt	0	Cycle through nXt Input styles and apply to current selection
Ctrl+Shift+Alt	9	Cycle through nXt Heading styles and apply to current selection
Ctrl+Shift+Alt	8	Cycle through nXt (Sub)Total styles and apply to current selection

nXt Map Shortcut Keys

	Unique formula - not a copy of the cell immediately above or the cell immediately to the left
	Formula is a copy of the cell immediately above
	Formula is a copy of the cell immediately to the left
	Formula is a copy of both the cell immediately above and the cell immediately to the left
	A unique formula that is a copy of another formula somewhere along the row to the left
	Cell contains a value
	Cell contains text
	Cell is returning an error