

Tips & Tricks



Many uses for Page Up and Page Down in Excel

If you want to scroll up or down in a worksheet you likely know you can use the Page Up and Page Down keys instead of the scroll bar. But what about scrolling horizontally? Do you have to use the scroll bar? No. Use Alt+Page Up and Alt+Page Down.

And finally, what do Ctrl+Page Up and Ctrl+Page Down do? Move to the previous or next worksheet.

These keyboard shortcuts let you focus on the worksheet without having to glance at a scroll bar or tab to see where you are clicking.

Please feel free to forward this tip onto your colleagues and friends.