

Selection Commands

- ⬇: Move selection down
- ⬆: Move selection up
- ➡: Move selection right
- ⬅: Move selection left
- Shift Space: Toggle item selection
- Shift ⬇: Extend selection downward
- Shift ⬆: Extend selection upward
- Shift ➡: Extend selection to the right
- Shift ⬅: Extend selection to the left
- Control ⬇: Move down without changing selection
- Control ⬆: Move up without changing selection
- Control ➡: Move right without changing selection
- Control ⬅: Move left without changing selection
- Control A: Select all visible items
- Escape: Clear all selections
- Control C: Copy selected items to clipboard
- Control Shift C: Copy selected item titles to clipboard
- Control X: Cut selected items to clipboard
- Control V: Paste items from clipboard
- Control Shift V: Paste items from the clipboard as a shortcut

General and Navigation Shortcuts

- Alt G then F: Navigate to the navigation pane
- Alt G then I: Navigate to the items view
- Alt G then C: Navigate to the page content
- Alt G then D: Navigate to the details/activity/approvals pane
- Alt G then U: Navigate to the upload status
- Alt G then A: Navigate to the download status
- Alt G then T: Go to the top of the page
- Alt G then P: Go up one folder in the path
- Control Alt ,: Jump to Google Workspace sidebar
- Control F6: Navigate to the next region
- Control Shift F6: Navigate to the previous region
- Control Shift F: Open the filter toolbar

Application and Creation Shortcuts

- Control /: Display keyboard shortcuts
- Alt V then D: Toggle details pane
- Alt V then A: Toggle activity pane
- Alt V then E: Toggle approvals pane
- Alt V then L: Toggle between grid and list view
- /: Search your Drive
- ': Perform suggested search
- Alt T then Q: Choose next visual density (row height and element spacing)
- Alt G then K: Show last message
- Alt C then F: Create a folder
- Alt C then T: Create a document
- Alt C then P: Create a presentation
- Alt C then S: Create a spreadsheet
- Alt C then O: Create a form
- Alt C then D: Create a drawing

Upload and Menu Shortcuts:

- Alt C then U: Upload a file
- Alt C then I: Upload a folder
- Alt N: Create/New
- Alt A or Shift F10: Access more options
- Alt Shift A: Access current folder actions
- Alt R: Sort items
- Control Shift S: Access settings
- F2: Rename item
- Control Alt A: Share selected items
- Control Alt P: Preview selected items
- Delete or Shift 3: Remove selected items
- Control Alt M: Move selected items
- Control Alt R: Add shortcuts for selected items
- Control Alt S: Add/remove selected items to/from Starred
- Control Z: Undo the last action
- Control Y: Redo the last undone action