

## Preview mode actions

Esc	Close
Space	Play/pause
+ or =	Zoom in
-	Zoom out

## Application actions

Ctrl + / (Chrome OS, Windows) or ⌘ - list q then q	Display keyboard shortcuts
Ctrl + f (Chrome OS, Windows) or ⌘ + f	Choose next visual density (row height and element spacing for list view)
Ctrl + p (Chrome OS, Windows) or ⌘ + p	Find/find next
m	Print
/	Show last message
	Search your Drive

## Open menus

c	Create menu
a	More actions menu
f	Current folder actions menu
r	Sort menu
t	Settings menu

## Move between items

Ctrl + Down arrow (Chrome OS, Windows) ⌘ + Down arrow (Mac)	Move down without changing selection
Ctrl + Up arrow (Chrome OS, Windows) ⌘ + Up arrow (Mac)	Move up without changing selection
Ctrl + Left arrow (Chrome OS, Windows) ⌘ + Left arrow (Mac)	Move left without changing selection
Ctrl + Right arrow (Chrome OS, Windows) ⌘ + Right arrow (Mac)	Move right without changing selection

## Create new items

Shift + t	Document
Shift + p	Presentation
Shift + s	Spreadsheet

Shift + d	Drawing
Shift + f	Folder
Shift + o	Form

## Take action on selected items

Enter & O	Open selected item
n	Rename selected item
. (dot)	Share selected items
z	Move selected items to new folder
s	Star or unstar selected items
Shift + z	Add selected folder to another folder Create shortcuts to selected items
# or Alt + Backspace (Chrome OS) /# or Delete (Windows) /# or Fn + Delete (Mac)	Remove selected items
Ctrl + z (Chrome OS, Windows) ⌘ + z	Undo last action
Ctrl + Shift + z (Chrome OS, Windows)	Redo last undone action

## Select items

x	Select or deselect item
J & Down arrow	Select next item down
k & Up arrow	Select next item up
h & Left arrow	Select next item to the left
l & Right arrow	Select next item to the right
Shift + Down arrow	Extend selection down
Shift + Up arrow	Extend selection up
Shift + Left arrow	Extend selection left
Shift + Right arrow	Extend selection right
Shift + a	Select all visible items
Shift + n	Clear all selections

## Navigation and views

g then n & g then f	Go to navigation panel (folders list)
g then l	Go to items view

v	Switch between grid and list in items view
g then d	Go to details pane
g then t	Go to top of application (Google bar)
g then a	Go to download status
g then u	Go to upload status
d	Show or hide details pane
i	Show or hide activity pane