**Excel Data Entry**

* Press Tab to move to the next column
* Press Enter to go to the next row right in the same sport as you started entry the row before
* Cntl-D fills from above
* Alt-Down Arrow brings up the choices you had on that column already.
* Block cells to fill. Type entry and press Cntl-Enter. The cells all fill
* Use Speak on enter on quick tab for data correction on entry
* Data Form Entry
	+ Alt D O
	+ Enter data with tab to go to the next box and enter to complete and add the entry line.
* Cntl-Up Arrow top of data
* Cntl-Down Arrow last item in data