


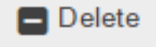






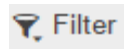











## Keyboard Shortcuts Banner 9 (Mac)

| Function                    | Keyboard Shortcut       | Image   |
|-----------------------------|-------------------------|---|
| <b>Pages</b>                |                         |   |
| Rollback/Refresh/Start Over | Fn + F5                 |    |
| <b>Sections</b>             |                         |   |
| Next Section                | Fn + Alt + Down Arrow   |    |
| Previous Section            | Fn + Alt + Up Arrow     |    |
| <b>Field/Item</b>           |                         |   |
| Next Item/Field             | Tab                     |   |
| Previous Item/Field         | Shift + Tab             |   |
| <b>Record</b>               |                         |   |
| Clear Record                | Shift + Fn + F4         |   |
| Delete/Remove Record        | Shift + Fn + F6         |  |
| Duplicate Record            | Fn + F4                 |  |
| Insert Record               | Fn + F6                 |  |
| Next Record                 | Down Arrow              |  |
| Previous Record             | Up Arrow                |  |
| Select                      | Fn + Alt + S/Enter      |   |
| First Record                | Ctrl + Fn + Left Arrow  |  |
| Last Record                 | Ctrl + Fn + Right Arrow |  |
| <b>Query</b>                |                         |   |
| Cancel Query                | Ctrl + Q                |   |
| Enter Query/Filter          | Fn + F7                 |  |
| Execute Query               | Fn + F8                 |   |
| Count Query Hits            | Shift + Fn + F2         |   |
| <b>Other</b>                |                         |   |

|                      |                      |   |
|----------------------|----------------------|---|
| Save                 | Fn + F10             |    |
| Print                | Ctrl + P             |   |
| Exit                 | Ctrl + Q             |    |
| List of Values (LOV) | Fn + F9              |   |
| Cancel/Close LOV     | Esc                  |   |
| Undo                 | Ctrl + Z             |   |
| Redo                 | Ctrl + Shift + Z     |   |
| Export (CSV)         | Shift + Fn + F1      |   |
| Menu                 | Ctrl + M             |    |
| Search               | Ctrl + Shift + Y     |    |
| Recently Opened      | Ctrl + Y             |    |
| Sign Out             | Ctrl + Shift + F     |    |
| Help                 | Ctrl + Shift + L     |    |
| Related              | Fn + Alt + Shift + R |   |
| Tools                | Fn + Alt + Shift + T |  |