



BANNER™ COMMANDS

Many commands can be executed by clicking an icon, using the menu bar, using the Options Menu, or using a combination of keystrokes.

COMMAND	GUI BUTTON	GUI MENU	KEYSTROKE	MAC	PC
Cancel Query		Query/Cancel	Ctrl + q	Y	Y
Clear Block		Block/Clear	Shift + F5	N	Y
Clear Field		Item/Clear	Ctrl + u	Y	Y
Clear Form/Rollback		File/Rollback	Shift + F7	Y	Y
Clear Record		Record/Clear	Shift + F4	Y	Y
Commit/Save/Accept		File/Save	F10	N	Y
Count Query Hits		Query/Count Hits	Shift + F2	Y	Y
Create Record		Record/Insert	F6	Y	Y
Delete Character			Delete or Backspace	Y	Y
Delete Record		Record/Remove	Shift + F6	Y	Y
Duplicate Item		Item/Duplicate	F3	Y	Y
Duplicate Record		Record/Duplicate	F4	Y	Y
Dynamic Help		Help/Dynamic Help Query	Alt + h + q	Y	Y
Enter Query		Query/Enter	F7	Y	Y
Error Display		Help/Display Error	Alt + h + d	Y	Y
Execute Query		Query/Execute	F8	Y	Y
Exit/Cancel		Action/Exit	Ctrl + q	Y	Y
Exit w/ Value or Select			Shift + F3	Y	Y
Field Help		Help/Help (Item Properties)	Alt + h + h	Y	Y
Hide Supplemental Data		Block/Hide Supplemental Data	Alt + b + h	Y	Y
Insert Record		Record/Insert	F6	Y	Y

These keystrokes are not available because of key mapping on the OS. This can be available on a Mac if the mapping is updated.

COMMAND	GUI BUTTON	GUI MENU	KEYSTROKE	MAC	PC
Insert/Replace	Click to Insert/ Highlight to Replace			Y	Y
List Value	Double-click in the field or 	Help/List	F9	N [*]	Y
Next Block		Block/Next	Ctrl + PageDown	Y	Y
Next Field		Field/Next	Tab or Enter	Y	Y
Next Tab			Ctrl + Tab	Y	Y
Next Primary Key			Shift + F3	Y	Y
Next Set of Recs	Click Scroll Bar	Record/Scroll Down	Page Down	Y	Y
Online Help		Online Help	Alt + H + O	Y	Y
Previous Block		Block/Previous	Ctrl + PageUp	Y	Y
Previous Field		Field/Previous	Shift + Tab	Y	Y
Previous Set of Recs	Click Scroll Bar	Record/Scroll Up	PageUp	Y	Y
Previous Tab			Ctrl + Shift + Tab	Y	Y
Print (screen)		File/Print	Shift + F8	Y	Y
Save/Commit/Accept		File/Save	F10	N [*]	Y
Query/Cancel		Query/Cancel	Ctrl + q	Y	Y
Rollback		File/Rollback	Shift + F7	Y	Y
Scroll Up	Drag the Scroll Bar	Record/Scroll Up	↑ ↓	Y	Y
Scroll Down	Drag the Scroll Bar	Record/Scroll Down		Y	Y
Select/Unselect	Click the check box or radio button		Spacebar	Y	Y
Show Keys		Help/Show Keys	Ctrl + F1	N [*]	Y
View/Send Messages				Y	Y
View Supplemental Data		Block/View Supplemental Data	Alt + b + v	Y	Y

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