

# BCeSIS

## Shortcut Keys

Function	Key	Function	Key
Clear Block	Shift + F5	Help	Ctrl + H
Clear Field	Ctrl + U	List of Values	F9
Clear Form	Shift + F7	List Tab Pages	F2
Clear Record	Shift + F4	Next Block	Ctrl + Page Down
Commit	F10	Next Field	Tab
Count Query	Shift + F2	Next Primary Key	Shift + F3
Delete Record	Shift + F6	Next Record	Shift + Down
Display Error	Shift + F1	Next Set of Records	Shift + Ctrl + Page
Down	Down	Previous Field	Shift + Tab
Down	Ctrl + L	Previous Record	Shift + Up
Duplicate Item	F3	Print	Shift + F8
Duplicate Record	F4	Return	Return
Edit	Ctrl + E	Scroll Down	Page Down
Enter Query	F7	Scroll Up	Page Up
Execute Query	F8	Show Keys	Ctrl + F1
Exit	Ctrl + Q	Toggle Query Mode	F5
		Update Record	Ctrl + U
		Menu Functions	Alt + underlined letter