

Banner 9 Shortcuts

Function	Banner Admin Pages Keystroke
Add BDM Documents	Alt + A
Application Navigator Display Open items	Ctrl + Y
Application Navigator Help	Ctrl + Shift + L
Application Navigator Search	Ctrl + Shift + Y
Application Navigator Sign Out	Ctrl + Shift + F
Open Related Menu	Alt + Shift + R
Open Tools Menu	Alt + Shift + T
Cancel action	Esc
Cancel search/query/Exit Form/Page	Ctrl + Q
Choose/Submit/Action	Return/Enter
Clear All in Section	Shift + F5
Clear One Record	Shift + F4
Clear Page/Start Over	F5
Copy	Ctrl + C
Count Query Hits	Shift + F2
Cut	Ctrl + X
Delete/Remove Record	Shift + F6
Display Error	
Duplicate Item /Field	F3
Duplicate Selected Record	F4
Edit	Ctrl + E
Execute Filter Query	F8
Export	Shift + F1
First page	Ctrl + Home
Insert/Create Record	F6
Last page	Ctrl + End
List of values	F9
More Information	Ctrl + Shift + U
Navigation Help	Ctrl + Shift + L
Navigation Sign Out	Ctrl + Shift + F
Next Field/Item	Tab
Next page down	Page down
Next Primary Key	
Next Section	Alt + Page down
Open Menu Directly	Ctrl + M
Page Down	Alt + Page Down
Page tab 1, Page tab 2, etc.	Ctrl+Shift+1, Ctrl+Shift+2, etc.
Page Up	Alt + Page Uup
Paste	Ctrl + V
Previous Field/Item	Shift + Tab
Previous Section	Alt + Page up
Print	Ctrl + P
Redo	Ctrl + Shift + Z
Refresh/Rollback	F5
Retrieve BDM Documents	Alt + R
Save	F10
Search/Open Filter Query	F7
Select on a Called Form	Alt + S
Undo	Ctrl + Z