Windows Keyboard Shortcuts:
For Windows users, the shortcuts listed below are available when your cursor is *not* within a UI form.

Note: Some of these shortcuts may not work in all browsers. Browser plug-ins or other applications may override these shortcuts and activate different commands.

☐ Change focus to search box (toggles between Person and Form search): **Ctrl+Shift+S**
☐ Show Search Results panel: **Ctrl+Alt+R**
☐ Show Clear History dialog box: **Ctrl+Alt+T**
☐ Show Advanced Person Search dialog box: **Ctrl+Alt+A**
☐ Show Navigation Panel: **Ctrl+Alt+N**
☐ Show Favorites Panel: **Ctrl+Alt+F**
☐ Exit/Logout: **Ctrl+Alt+L**
☐ Show Debug Information: **Ctrl+Alt+B**
☐ Show Help (for current UI area in focus): **Ctrl+Alt+H**
☐ Show Keyboard Shortcuts: **Ctrl+Alt+K**
☐ View all records in Context Area (card selector drop-down): **Ctrl+Shift+A**
☐ Map current record in Context Area: **Ctrl+Shift+M**
☐ Map all records in Context Area: **Ctrl+Alt+M**
☐ Close current record in Context Area: **Ctrl+Shift+X**
☐ Close all records in Context Area: **Ctrl+Alt+X**
☐ Add current record in Context Area to Favorites: **Ctrl+Shift+V**
☐ Add all records in Context Area to Favorites: **Ctrl+Alt+V**
☐ Go to next record in Context Area: **Ctrl+Shift+N**
☐ Go to previous record in Context Area: **Ctrl+Shift+R**
☐ Launch Copy Window for current card in Context Area: **Ctrl+Shift+C**
☐ Toggle screen reader short/verbose search results help: **Ctrl+Alt+J**
☐ Change focus to a UI form (places focus in the last field that previously had focus; only works if a form is open): **Ctrl+Shift+W**
☐ Change focus to the Context Area (works even if no active context card is displayed): **Ctrl+Alt+W**
☐ Close open panels (and return to the main UI window): **Esc**

The keyboard shortcuts listed below are available only when working within a UI form (alternative keystroke combinations are separated by |). Most of these commands are also accessible from the UI Form menu.

Note: Some of these shortcuts may not work in all browsers. Browser plug-ins or other applications may override these shortcuts and activate different commands.

- [ ] Move to the next field: **Tab**
- [ ] Move to the previous field: **Shift+Tab**
- [ ] Open a drop-down list to select a value: **Down Arrow**
- [ ] Scroll through the values in a drop-down list: **Up/Down Arrow**
- [ ] Select the highlighted value in the drop-down list: **Enter**
- [ ] Move forward one row in a table: **Down Arrow***
- [ ] Move back one row in a table: **Up Arrow***
- [ ] Move forward one page in a table: **Page Up**
- [ ] Move backward one page in a table: **Page Down**
- [ ] Move to the previous form: **Ctrl+Page Up**
- [ ] Move to the next form: **Ctrl+Page Down**
- [ ] Move to the beginning of the current field: **Home**
- [ ] Move to the end of the current field: **End**
- [ ] Move to the first row of a table: **Ctrl+Home**
- [ ] Move to the last row of a table: **Ctrl+End**
- [ ] Field insert in a table: **Insert**
- [ ] Field delete in a table: **Ctrl+Alt+D**
- [ ] Cancel from current form: **F8**
- [ ] Cancel from all forms: **Shift+F8**
- [ ] Finish from current form: **Ctrl+F9**
- [ ] Save current form: **F9** | **Ctrl+0** (zero, not the letter o)
- [ ] Save all open forms: **Shift+F9**
- [ ] Detail: **F2**
- [ ] Print active form: **Ctrl+Alt+P**
- [ ] Help: **Ctrl+Alt+H | F1** (shows help for area currently in focus; **F1** may not work in all instances)
- [ ] Change focus to UI Form Menu Bar (then use tab and arrow keys to access menu items): **Ctrl+U**
- [ ] Show Keyboard Shortcuts: **Ctrl+Alt+K**
- [ ] Read all Inquiry fields on a form (with screen reader software): **Ctrl+Alt+I**

*If the current field within a window has a drop-down list, use **Down Arrow** to open the list, **Up/Down Arrow** to move up and down within the list, and **Ctrl+Up** or **Ctrl+Down** to move back or forward one row.