|  |  |  |  |
| --- | --- | --- | --- |
|  | **MAC Function Key** | **Strokes** |  |
| **Function** | **Key Stroke** | **Old Function** | **Old Key Stroke** |
| Application Navigator Display Open Items | CTRL + Y |  |  |
| Application Navigator Search | CRTL + Shift + Y |  |  |
| Application Navigator Help | CTRL + Shift + L | Help | Ctrl + H |
| Application Navigator Sign Out | CTRL + Shift + F |  |  |
| Opens the Main Menu | CTRL + M |  |  |
| Closes Main Menu | Ctrl + Alt + M |  |  |
| Open Related Menu | Alt + Shift + R |  |  |
| Open Tools Menu | Alt + Shift + T |  |  |
| GO Button /Choose / Submit/Action | Return/Enter |  |  |
| Previous Section | ALT + Page Up | Previous Block | Ctrl + Page Up |
| Cancel form, Exit, Close Current Page, Cancel Search or Query | Ctrl + Q | Exit, Cancel Query, Close Form | Ctrl + Q |
| Cancel Action | Esc |  |  |
| Next Field/Item | Tab | Next Field | Tab |
| Previous Field/Item | Shift + Tab | Previous Field | Shift + Tab |
| Export | Shift + fn + F1 |  |  |
| Duplicate Item | fn + F3 | Duplicate Item | fn + F3 |
| Duplicate Selected Record | fn + F4 | Duplicate Record | fn + F4 |
| Clear Page/Start Over/Refresh/Rollback | F5 | Rollback | Shift + fn + F7 |
| Clear All in Section | Shift + F5 |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Insert/Create Record | F6 | Insert Record | F6 |
| Delete Record | Shift + F6 | Delete Record | Shift + F6 |
| Search/Open Filter Query | fn + F7 | Enter Query | fn + F7 |
| Execute Filter Query | fn + F8 | Execute Query | fn + F8 |
| List of Values | fn + F9 | List of Values | fn + F9 |
| Save | fn + F10 | Save | fn + F10 |
| Print | CTRL + P | Print | Shift + fn + F8 |
| Up | Up Arrow | Previous Record/row | Up Arrow |
| Previous Page Up | Page Up | Scroll Up | Page-up |
| Next Page Down | Page Down | Scroll Down | Page-down |
| First Page | CTRL + Home |  |  |
| Last Page | CTRL + End |  |  |
| Edit | CTRL + E | Edit | Ctrl + E |
| Undo | Ctrl + Z |  |  |
| Redo | CTRL + Shift + Z |  |  |
| More Information | CTRL + Shift + U |  |  |
| Retrieve BDM Documents | ALT + R |  |  |
| Add BDM Documents | ALT + A |  |  |
| Submit Work Flow | ALT + W |  |  |
| Release Work Flow | ALT + Q |  |  |
| Checkbox Autofill | Space bar | Checkbox Autofill | Space bar |
| Today’s Date Autofill | Any letter key, Return | Today’s Date Autofill | Any letter key, Return |