

BANNER GENERAL Quick Reference Guide

File Edit Options Block Item Record Query Tools Help



Function	File Menu	Keystroke	lcon
Cancel Query	Query	Ctrl + Q	X
Clear Field	Item	Ctrl + U	
Count Query Hits	Query	Shift + F2	
Display Error	Help	Shift + F1	
Down	Record	Ctrl + L	
Down	Record	Down	
Enter Query	Query	F7	2
Execute Query	Query	F8	
Exit	File	Ctrl + Q	X
Fetch Next Set	Record	Shift + Ctrl + Page Down	
Insert Record	Record	F6	A
List of Values	Help	F9	
Next Block	Block	Ctrl + Page Down	
Next Field	Item	Tab	
Next Record	Record	Page Down	
Online Help	Help		
Previous Block	Block	Shift + Page Up	a
Previous Record	Record	Page Up	=
Print	File	Shift + F8	<u></u>
Remove Record	Record	Shift + F6	4 ■
Rollback	File	Shift + F7	1
Save/Commit	File	F10	
Scroll Up	Record	Page Up	
Select	File		
Show Keys	Help	Ctrl + F1	
Up	Record	Up	
Up		Ctrl + P	

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