GAIN FOCUS TECHNOLOGIES

Shortcuts for MACOLA Progression

Shortcut To...	Description	Keyboard Keys
Advance to the next field	Moves to next field in screen	Tab
Advance to previous field	Moves to previous field	Shift + Tab
Calculator.	Activates the Windows calculator	Ctrl + A
Context Menu	Displays the context menu for the 32-bit Progression Explorer tree/shortcut area.	Alt + C
Copy	Copy text to a clip board	Ctr l+ C
Delete Line	Deletes a line from a list box or deletes information in a field	Delete
Delete Record	Deletes a record.	Ctrl + D
Delete Shortcut	When in the 32-bit Progression shortcut area with a shortcut selected, deletes the shortcut.	Delete
Designer	Activates the Designer package for the current screen.	Ctrl + Z
Display List	In any combo box field, displays the items in the drop-down list	F4
Exit/Cancel/Restart	Exits list boxes and screens, or restarts data entry on a screen.	Esc
First choice in Combo Box.	Displays the first choice in a combo box	PgUp
First Record	Displays the first record in the file that is currently open.	Ctrl + F
Help	With the cursor in any field, displays the size, type, and a brief description of that field.	F1
Last choice in Combo Box	Displays the last choice in a combo box.	PgDn

Shortcut To...	Description	Keyboard Keys
Last Record	Displays the last record in the file	Ctrl + L
Menu Bar Navigation	Moves the	
New Shortcut	When in the 32-bit Progression shortcut area, displays the Shortcut Properties dialog box.	Insert
Next Record	Advances to the next record in the file	Ctrl + N
Notes	Displays the Notes dialog for the current field	F8 or Ctrl + O
Page Down	Displays the next page of a multi-page screen	Ctrl + PgDn
Page Up	Displays the previous page of a multi-page screen.	Ctrl + PgUp
Paste	Paste from Clipboard	Ctrl + V
Preceding Record	Displays the record immediately preceding the current record.	Ctrl + P
Save	Saves a new record or to update an existing one	Enter or Ctrl + S
Search	Displays the Search dialog	F7
Search MSQL	Displays the Search dialog After entering search criterion press F7 again to begin search	F7
VBA/IDE	Accesses Microsoft VBA for Progression.	Ctrl + B