

Function	Banner 8 Key stroke	Banner Admin Pages Keystroke
Add BDM Documents		Alt + A
Application Navigator Display Open items		Ctrl + Y
Application Navigator Help	F1	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	Ctrl + Q
Choose/Submit/Action	Return/Enter	Return/Enter
Clear All in Section	Shift + F5	Shift + F5
Clear One Record	Shift + F4	Shift + F4
Clear Page/Start Over		F5
Copy		Ctrl + C
Count Query Hits	Shift + F2	Shift + F2
Cut		Ctrl + X
Delete/Remove Record	Shift + F6	Shift + F6
Display Error	Shift + F1	
Duplicate Item /Field	F3	F3
Duplicate Selected Record	F4	F4
Edit		Ctrl + E
Execute Filter Query	F8	F8
Export		Shift + F1
First page		Ctrl + Home
Insert/Create Record	F6	F6
Last page		Ctrl + End
List of values	F9	F9
More Information		Ctrl + Shift + U
Navigation Help		Ctrl + Shift + L
Navigation Sign Out		Ctrl + Shift + F
Next Field/Item	Tab	Tab
Next page down		Page down
Next Primary Key	Shift + F3	
Next Section	Ctrl + Page Down	Alt + Page down
Open Menu Directly		Ctrl + M
Page Down	Ctrl + Page Down	Alt + Page Down
Page tab 1, Page tab 2, etc.		Ctrl+Shift+1, Ctrl+Shift+2, etc.
Page Up	Ctrl + Page Up	Alt + Page Up
Paste		Ctrl + V
Previous Field/Item	Shift + Tab	Shift + Tab
Previous Section	Ctrl + Page Up	Alt + Page up
Print	Shift + F8	Ctrl + P
Redo		Ctrl + Shift + Z
Refresh/Rollback	Shift + F7	F5
Retrieve BDM Documents		Alt + R
Save	F10	F10
Search/Open Filter Query	F7	F7
Select on a Called Form		Alt + S
Undo		Ctrl + Z