Get it done—more keyboard shortcuts

Tip for March 25, 2019

You may remember the Command Line Shortcuts tip from a few years ago. (Or maybe you don't—take a look, it's excellent.) That was followed up by Command Line Shortcuts—Advanced. Also a great read, but it wasn't complete. Here are a few more.

There are four types of keyboard shortcuts:

- 1. Management shortcuts let you add, save, remove, or find records.
- 2. Navigation shortcuts that let you move between modules.
- 3. Circulation command line shortcuts change screen focus between Circulation tabs.
- 4. Circulation commands like R and H let you switch modes to Renewal or Hold.

Management shortcuts

/Ctrl R	Remove record
/Ctrl A	Add record
/Ctrl S	Save record
/Ctrl D	Duplicate record
/Ctrl F	Find records

Navigation Shortcuts (v7 only)

/Ctrl 1	Go to Circulation
/Ctrl 2	Go to Items
/Ctrl 3	Go to Patrons
/Ctrl 4	Go to Tools
/Ctrl 5	Go to Researcher
/Ctrl 6	Go to Reports
/Ctrl 0	Open the Support Center

Command line navigation shortcuts

F	Charges tab
FF	Charges history tab
HW	Homeroom tab
?	Command Help tab
Q	Patron Details
+	Patron Notes
++	Copy Notes
L	Patron Lookup
Т	Title Lookup

Circulation Commands

See the Circulation Commands list for more!