Banner - frequently used shortcuts
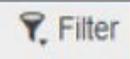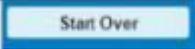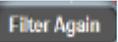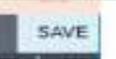
Action	Keyboard Shortcut	Form Icons
Enter a query – e.g. using a student number or term code to find information on a particular Banner form	F7	Filter
Execute a query – getting the information to display on the screen	F8	Go
Clear the screen	F5	Start Over
Start a new query	F7	Filter Again
Move down to another section of a Banner form	Alt/Page Down	
Move up to another section of a Banner form	Alt/Page Up	
Save information	F10	SAVE
Insert a record e.g. a new row in SFAREGS	F6	Insert
Remove a record e.g. a CRN that has been changed to DD	Shift and F6	Delete