

Data Sets

<i>Strg - N</i>	<i>Cmd - N</i>	Create data set (<i>new</i>)
<i>Strg - S</i>	<i>Cmd - S</i>	Save data set (<i>save</i>)
<i>Esc</i>	<i>Esc</i>	Reject unsaved changes
<i>Strg - R</i>	<i>Cmd - R</i>	Reload data set or list (<i>reload</i>)
<i>Strg - W</i>	<i>Cmd - W</i>	Close data set (<i>window</i>)

Lists

<i>Strg - A</i>	<i>Cmd - A</i>	Mark them all (<i>all</i>)
<i>Strg - F</i>	<i>Cmd - F</i>	Search. Will open the quickfilter (<i>find</i>)
<i>Strg - J</i>	<i>Cmd - J</i>	Show them all (Reset filtered lists)

Opened Menues

<i>Strg - E</i>	<i>Cmd - E</i>	Open subitem email in the export menu (<i>email</i>)
<i>Strg - D</i>	<i>Cmd - D</i>	Open subitem document in the export menu (<i>document</i>)
<i>Strg - L</i>	<i>Cmd - L</i>	Open subitem label in the export menu (<i>label</i>)
<i>Alt - F</i>	<i>Cmd - Alt - F</i>	Open Filter-Menu (<i>find</i>)

Opened Dialogues

<i>Strg - Shift - D</i>	<i>Cmd - Shift - D</i>	Export a document (<i>document</i>)
<i>Strg - Shift - E</i>	<i>Cmd - Shift - E</i>	Export as email (<i>email</i>)
<i>Strg - Shift - F</i>	<i>Cmd - Shift - F</i>	Open Filter-Menu (<i>find</i>)
<i>Strg - Shift - L</i>	<i>Cmd - Shift - L</i>	Export as label (<i>label</i>)

Navigation

<i>Strg - 1 / 2</i>	<i>Cmd - 1 / 2</i>	next / previous tab in works
<i>Strg - 3 / 4</i>	<i>Cmd - 3 / 4</i>	next / previous tab in opened area (contacts, works, commissions, etc.)
<i>Strg - 5</i>	<i>Cmd - 5</i>	Go to other area Wechsel in den anderen Bereich (Listen <> Detail)
<i>Browse</i>	<i>Browse</i>	Browse between next and previous data set
<i>Alt - Browse</i>	<i>Alt - Browse*</i>	Browse back and forth through a data set

*) You will find the browse function on MacBooks with the arrow keys and the Fn-key.