

Banner 9 (Windows, Mac) cheat sheet

Windows and Mac

Ctrl + Shift + U	More Information
Alt + Page Down	Next Block or Section
Alt + Page Up	Previous Block or Section
Ctrl + M	Open Menu
Alt + S	Select on a Called Page
F5	Rollback or Clear Page
Ctrl + P	Print

Windows shortcuts

Following keyboard shortcuts are new in Banner 9:

Alt + W	Submit Workflow
Alt + Q	Release Workflow
Alt + Down arrow	Expand/Collapse a Drop-down Field
Alt + Shift + C	Change MEP Context
Alt + Shift + R	Open Related Menu
Alt + Shift + T	Open Tools Menu
Ctrl + End	Last Page
Ctrl + Home	First Page
Ctrl + Shift + [1 - 9]	Page Tab (number)
Ctrl + Shift + F	Sign Out
Ctrl + Shift + L	Open Help for the current page
Ctrl + Shift + Y	Open Search
Ctrl + B	Toggle Accessibility Mode for current session
Ctrl + G	Toggle Multi/Single Records View
Ctrl + M	Open Menu
Ctrl + Alt + M	Close Menu
Ctrl + Y	View Recently Opened Pages Menu
Shift + F1	Export

These keyboard shortcuts are as same as with Banner 8 in Banner 9:

Ctrl + E	Edit
Ctrl + Q	Cancel Page, Close Current Page, Cancel Search/Query, or Exit
Down arrow	Down/Next Record

Enter	Choose/Submit
F3	Duplicate Item
F4	Duplicate Selected Record
F6	Insert/Create Record
F7	Search/Open Filter Query
F8	Execute Query
F9	List Values
F10	Save
Page Down	Next Page Down
Page Up	Previous Page Up
Shift + F2	Count Query
Shift + F4	Clear One Record
Shift + F5	Clear All in Section
Shift + F6	Delete Record
Shift + Tab	Previous Field/Item
Tab	Next Field/Item
Up arrow	Up/Previous Record

Mac shortcuts

Alt + W	Submit Workflow
Alt + Q	Release Workflow
Alt + Down arrow	Expand/Collapse a Drop-down Field
Alt + Shift + C	Change MEP Context
Alt + Shift + R	Open Related Menu
Alt + Shift + T	Open Tools Menu
Ctrl + End	Last Page
Ctrl + Home	First Page
Ctrl + Shift + [1 - 9]	Page Tab (number)
Ctrl + Shift + F	Sign Out
Ctrl + Shift + L	Open Help for the current page
Ctrl + Shift + Y	Open Search
Ctrl + B	Toggle Accessibility Mode for current session
Ctrl + G	Toggle Multi/Single Records View
Ctrl + M	Open Menu
Ctrl + Alt + M	Close Menu
Ctrl + Y	View Recently Opened Pages

	Menu
Shift + Fn + F1	Export
Ctrl + E	Edit
Ctrl + Q	Cancel Page, Close Current Page, Cancel Search/Query, or Exit
Down arrow	Down/Next Record
Enter	Choose/Submit
Fn + F3	Duplicate Item
F4	Duplicate Selected Record
F6	Insert/Create Record
Fn + F7	Search/Open Filter Query
Fn + F8	Execute Query
Fn + F9	List Values
Fn + F10	Save
Page Down	Next Page Down
Page Up	Previous Page Up
Shift + F2	Count Query
Shift + F4	Clear One Record
Shift + F5	Clear All in Section
Shift + F6	Delete Record
Shift + Tab	Previous Field/Item
Tab	Next Field/Item
Up arrow	Up/Previous Record

Source: uoregon.edu, appstate.edu (PDF)

Last modification: 11/11/2019 20.10.39

More information: defkey.com/id/banner-9-windows-mac-shortcuts

[Customize this PDF...](#)