



FedEx Ship Manager cheat sheet

General

F2	Shipping - Ship domestic and international packages
F3	Receive – Enter inbound packages and print Inbound and Receiving reports
F4	Choice List – Displays a list of choices for the field
F5	Tracking – Track the status of your FedExpackages
F6	Reports – Print or view reports
F7	FedEx Express Close – Close FedEx Express shipments at the end of the day
F10	Ship Package – Process a shipment and print shipping labels
F11	Override Preferences – Override (ignore) shipping preferences for your current shipment
F12	Delete/Modify a Package – Cancel or modify one of today's shipment

Source: FedEx FSM 3400 User Guide (PDF)

Last modification: 2022/2/23 14:10:55

More information: defkey.com/sah/fedex-ship-manager-shortcuts

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