

KEYBOARD SHORTCUTS

PAGE UP or DOWN (MAC FUNC UP / DWN ARROWS)

Changes up and down between KP Pages - quick way to flip between Page 1 & Page 2

CTRL + TAB Changes between SETUP page view and PANEL view

CTRL + SHIFT + TAB Changes all ports between SETUP view & PANEL view

CTRL + T Cycles between TALK and LISTEN (ONLY in SETUP view)

CTRL + PAGE UP or DOWN

Moves to the next or previous Port / PL / IFB (either alphabetically or by port number - set in preferences)

CTRL + 1, 2, Changes to Talk Level 1, 2, (for stacked talk keys)

CTRL + HOME (MAC FUNC+CTRL+LEFT ARROW) Moves Focus to Port Number Box

CTRL + W Shows individual listen level gain per key

CTRL + F12 Opens Edit Alpha - for most recent selection (Must be enabled in Preferences)

F10 Opens SEND Screen

FUNCTION KEYS

F2	Opens KP Screen.	SHIFT + F2	Opens Port Alphas
F3	Opens PL Screen.	SHIFT + F3	Opens PL Alphas
F4	Opens IFB Screen.	SHIFT + F4	Opens IFB Alphas
F5	Opens Special Lists.	SHIFT + F5	Opens SL Alphas

Normal Windows Commands work:

CTRL Z - UNDO

CTRL F - FIND

CTRL C - COPY

CTRL V - PASTE

(Copying on a KP can be either entire panel setup or left click + drag a box around a group of keys)

Also works copying and pasting between rows on UPL's, IFB's & AutoDials

CTRL + CLICK selects individual rows on PL's, SL and IFB SL screen's

SHIFT + CLICK selects a contiguous group of rows on PL's, SL and IFB-SL screen's

RECOMENDED OPTIONS - PREFERENCE CHANGES

ALPHAS TAB

- Sort Alphas, Change to "by number" (not Alphabetical) this makes CTRL page up / down work better
- Enable Allow edit alphas with CTRL + F12

GENERAL TAB

- Turn ON Auto Latch Disable IFB's

ADVANCED

- Enable TIF phone / support, (makes "Port is a TIF" option shows up in Port Edit view)
- Enable Trunking Support (If trunking)
- Allow Key State Changes (Remotely turn Talk & Listen keys on / off)

OTHER

On the IO GAINS Page - Turn On "Real-Time changes"

Use AT as default for all listen keys and view KP's as Panel Type, shows both Talk Rows (AT works as AF if a key isn't an IFB)

D & R Boxes D = Latch Disable R = Restricted (can't be change by user) **SHIFT click** changes all box's Left or **ALT click** all right.