

Keyboard shortcuts

 Language: [Deutsch](#) · [English](#)

Keyboard shortcuts

All keyboard shortcuts for operating the Rich Client.

REFERENZ

USER

UPDATED: JUL 2026

APPLIES TO NUCLOS 4.2026.X

On this page

- [General](#)
- [Detail form](#)
- [Subform](#)
- [Related pages](#)

General

Shortcut	Function
Ctrl+L	Show log book
Ctrl+H	Show history
Ctrl+Shift+H	Show status history
F5	Refresh
Ctrl+Shift+A	Previous tab
Ctrl+Shift+Y	Next tab
F7 / Ctrl+F	Activate search panel
F8	Start search
F12 / Ctrl+S	Save
Ctrl+N	New record
Ctrl+E	New search
Ctrl+D	Export result list
Ctrl+Space	Focus full-text search
Ctrl+Q	Close tab
F2 / Enter	Open record from result list

Detail form

Shortcut	Function
Alt+0	Focus first component of the form
Ctrl+Shift+1	Focus status list
Ctrl+Shift+2	Focus object generator
Alt+Home / End	To first / last record
Alt+Up / Down	To previous / next record
Ctrl+Tab / Ctrl+Shift+Tab	Next / previous tab in the form

Subform

Shortcut	Function
Ctrl+Alt+N	Create new record
Ctrl+Alt+C	Clone record
Ctrl+Alt+D	Delete selected records
Ctrl+Alt+F	Activate subform filter
Ctrl+Alt+P	Print report
Ctrl+Alt+Up/Down	Auto number up/down
Ctrl+Alt+Left/Right	Shrink/grow column

Related pages

 Detail form

Operating the form.

[Open](#)

 Search

Search functions.

[Open](#)