

Hot Keys For Data Entry Panels – Batch Pilot Verification

Hot Key	Action	Index	Keycode
F1	<i>For Future Use</i>	1	112
F2	Mark/unmark page for review.	2	113
F3	Check integrity and raise condition if failed.	3	114
F4	For Future Use	4	115
F5	Check <i>Expected Docs</i> and raise condition if failed.	5	116
F6	Validate data and go to next document.	6	117
F7	Restore image from quarter view.	7	118
Shift+Alt+Q	Image quarter view (counter clockwise).	8	327761
Alt+Q	Image quarter view (clockwise).	9	65617
F10	Next Low Confidence character.	10	121
F11	Clear all controls.	11	122
Alt+V	Run validations.	12	65622
Alt+L	Go to next Low Confidence character / field.	13	65612
Shift+Alt+L	Go to next Low Confidence field.	40	327756
Ctrl+Alt+L	Go to next Low Confidence character / field. <i>Will not prompt you to go to the next problem page.</i>	-	-
Alt+Z	Clear current field.	14	65626
Alt+E	Image full view.	15	65605
Alt+H	Move focus to first field (field with lowest tab index)	16	65608
Alt+Number1 (Number Lock ON)	Navigate CCO down & left.	17	65633
Alt+Number2(Number Lock ON)	Navigate CCO down.	18	65634
Alt+Number3(Number Lock ON)	Navigate CCO down and right.	19	65635

Hot Key	Action	Index	Keycode
Alt+Number4(Number Lock ON)	Navigate CCO left.	20	65636
Alt+Number5(Number Lock ON)	Navigate CCO. Set word to field value.	21	65637
Alt+Number6(Number Lock ON)	Navigate CCO right.	22	65638
Alt+Number7(Number Lock ON)	Navigate CCO up and left.	23	65639
Alt+Number8(Number Lock ON)	Navigate CCO up.	24	65640
Alt+Number9(Number Lock ON)	Navigate CCO up and right.	25	65641
Ctrl+Alt+Number9(Number Lock ON)	Navigate CCO. Append word to field value.	26	196713
Alt+D	Delete the current document.	27	65604
Alt+R	Show/hide CCO lines.	28	65618
Alt+W	Show/hide CCO words.	29	65623
Ctrl+Alt+P	Print image.	30	196688
Shift+Alt+Number8 (Number Lock Off)	Move snippet contents up.	31	327718
Shift+Alt+Number2 (Number Lock Off)	Move snippet contents down.	32	327720
Shift+Alt+Number4 (Number Lock Off)	Move snippet contents left.	33	327717
Shift+Alt+Number6 (Number Lock Off)	Move snippet contents right.	34	327719
Shift+Alt+I	Zoom snippet contents in.	35	327753
Shift+Alt+O	Zoom snippet contents out.	36	327759
Shift+Alt+R	Restore default snippet display.	37	327762
Ctrl+Number5	For Future Use	38	131173
Ctrl+K	Delete remaining characters in the current field.	39	131147
Ctrl+Alt+R	Mark/Unmark for Rescan.	41	196690
Shift + Alt + S	For Future Use	42	327763

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Hot Key	Action	Index	Keycode
Shift + Alt + A	For Future Use	43	327745
Ctrl+N	Go to the next problem page in the batch.	-	-
Ctrl+P	Go to previous problem page in the batch.	-	-
Shift+Ctrl+N	Go to the next page in the batch.	-	-
Shift+Ctrl+P	Go to the previous page in the batch.	-	-
Ctrl+Q	Quit the current task.	-	-
Ctrl+S	Open/close a Supper Snippet	-	-
Ctrl+(KeyPad) Up	Scroll up in the image.	-	-
Ctrl+(KeyPad) Right	Scroll right in the image.	-	-
Ctrl+(KeyPad) Down	Scroll down in the image.	-	-
Ctrl+(KeyPad) Left	Scroll left in the image.	-	-
Ctrl+(KeyPad) Minus	Zoom out.	-	-
Ctrl+(KeyPad) Plus	Zoom in.	-	-