

The Master Genealogist 5 Hot Keys

Function Keys

RESULT	ACTION
Context-sensitive help	F1
Display Picklist or Search for Previous Entries (depending on where the cursor is located)	F2
Repeat previous entry in this field (in Tag Entry fields)	F3
Create new tag, citation, source, repository	F4
Edit tag, citation, source, repository	F5
Delete tag, citation, source, repository	F6
Enlarge Memo field	F7
OK or Close	F9
Calendar	F11
Research Log	F12
Repeat list of previous entries (in Tag Entry fields)	Ctrl + F3
Jump from window to window (Details, Children, Siblings, Flags, Project Explorer, Focus Groups) if the windows are open	Ctrl + F6
Use the arrow keys to move the window.	Ctrl + F7
Exhibit Log	Ctrl + F12

Other

RESULT	ACTION
Escape/Cancel	Esc
Previous on Project Explorer	Ctrl + ←
Next on Project Explorer	Ctrl + →

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Jumps

RESULT	ACTION
jumps to the Person View of the high-lighted person	Ctrl + P
jumps to the Family View of the high-lighted person	Ctrl + Y
jumps to the Tree View of the highlighted person	Ctrl + T
returns to the last subject	Ctrl + L
jumps to an individual by ID Number	Ctrl + I
jumps to the Subject whose name row is highlighted in the Tag Box, or to [Mother] or [Father] when the tag label is high-lighted	Ctrl + Enter

Features

RESULT	ACTION
Accent	Ctrl + A
Bookmark Manager	Ctrl + K
New Project	Ctrl + N
Open Project	Ctrl + O
Relationship Calculator	Ctrl + R
Returns to the last Bookmark	Ctrl + S
Timelines On/Off	Ctrl + \

Adding Tags

RESULT	ACTION
Add name variations tag	Ctrl + V
Add birth tag	Ctrl + B
Add marriage tag	Ctrl + M
Add death tag	Ctrl + D
Add burial tag	Ctrl + U
Add history tag	Ctrl + H