

Special Key Definitions for CASST, Version 2.0

Certain key combinations have been utilized in CASST to all for access to certain features. Some of these key combinations are simply the standard Windows® key combinations for standard actions, while others are action specific to CASST, Version 2.0. Some of these key combinations not only require that multiple keys be pressed at the same time, but some actually require that a specific mouse button be clicked while holding the specified key combination down.

The conventions used in this document for denoting the specific keys are shown below.

- Ctrl* = Press and hold down the Control Key
- Alt* = Press and hold down the Alt Key
- Shift* = Press and hold down the Shift Key
- Right Click* = Click the right mouse button
- Left Click* = Click the left mouse button

Some key combinations are available only on certain forms (windows) and/or while the user is in certain fields.

From the Main Form

Action	Key Sequence
Create a New System Record and a New Address	<i>Ctrl</i> + "N"
Save the current System Record	<i>Ctrl</i> + "S"
Delete the currently displayed System Record	<i>Ctrl</i> + "F8"
Move to the Next System Record	<i>Page Down</i>
Move to the Previous System Record	<i>Page Up</i>
Move to the Last System Record	<i>Ctrl</i> + <i>Page Down</i>
Move to the First System Record	<i>Ctrl</i> + <i>Page Up</i>
Display the "Lookup" Window	<i>Ctrl</i> + "L"
Display the "Grid" view of records	<i>Ctrl</i> + "G"
Quit CASST	<i>Ctrl</i> + "Q"

From Support Data

Action	Key Sequence
Create a New System Record and a New Address	<i>Ctrl</i> + "N"
Save the current System Record	<i>Ctrl</i> + "S"
Delete the currently displayed System Record	<i>Ctrl</i> + "F8"
Move to the Next System Record	<i>Page Down</i>
Move to the Previous System Record	<i>Page Up</i>
Move to the Last System Record	<i>Ctrl</i> + <i>Page Down</i>
Move to the First System Record	<i>Ctrl</i> + <i>Page Up</i>

On Inspection Report Form

<i>(Special "typing" keys available)</i> When the cursor is in the "Repairs Made" text box, Type the phrase "Cleaned filters"	"F4"
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Type the phrase "Added Chlorine tablets - "	"F5"
When the cursor is in the "Comments" text box, Type the phrase "System in good working order"	"F6"

Special Action Keys on the Main Form

With the cursor positioned in the blank area just above the "Property Address:" label	
Toggle the display of the System and Property ID	<i>Ctrl + Alt + Shift + Right Click</i>

Special Action Keys on the "Service Co" Tab on the Main Form

With the cursor positioned over the "Contract" Tab	
Toggle Renewal from Renewed to Not Renewed	<i>Ctrl + Alt + Shift + Right Click</i>
Toggle "System Tracking" off and on for the current record only	<i>Ctrl + Alt + Shift + Left Click</i>

Special Action Keys on the "Inspection Report Form"

With the cursor positioned over the "Due on" label for the Inspection Due Date	
Toggles the enabling and disabling of the data entry text box for the "Inspection Due Date"	<i>Ctrl + Alt + Shift + Right Click</i>