

# Technical Note: Control Keys

All TapeTrack List Windows have the following inbuilt Control Key shortcuts.

| Shortcut | Program                  |                                                 |
|----------|--------------------------|-------------------------------------------------|
| Ctrl+1   | TapeMaster (Volume List) | Inventory View: Icon                            |
| Ctrl+2   | TapeMaster (Volume List) | Inventory View: List                            |
| Ctrl+3   | TapeMaster (Volume List) | Inventory View: Report                          |
| Ctrl+4   | TapeMaster (Volume List) | Inventory View: Small Icon                      |
| Ctrl+A   | All                      | Select all items                                |
| Ctrl+C   | TapeMaster (Volume List) | Copy selected fully qualified Volume ID's       |
| Ctrl+E   | All                      | Export the list to Excel, CSV, PDF or text file |
| Ctrl+I   | All                      | Invert selected items                           |
| Ctrl+P   | TapeMaster (Volume List) | Print selected Volumes                          |
| Ctrl+Q   | TapeMaster (Volume List) | Scan to select Volumes                          |
| Ctrl+R   | TapeMaster (Volume List) | Select User set number of random Volumes        |
| Ctrl+S   | All                      | Switch List Style                               |
| Ctrl+V   | TapeMaster (Volume List) | Create Volumes with copied ID's                 |
| Ctrl+W   | TapeMaster (Volume List) | Select Volumes from clipboard                   |
| Delete   | TapeMaster               | Delete selected entry                           |
| Insert   | TapeMaster               | Insert new entry                                |
| Space    | TapeMaster (Volume List) | Display Volume properties                       |

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<https://docs.tapetrack.com/> - **TapeTrack Documentation**

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