

# Control Keys

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

| Shortcut | Program                    | Description                                     |
|----------|----------------------------|-------------------------------------------------|
| 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+8   | TapeMaster (Volume List)   | Inventory View: Display Pyjama Paper Style      |
| Ctrl+9   | TapeMaster (Volume List)   | Inventory View: Display Grid Lines              |
| 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+F   | TapeMaster                 | Clears filter fields                            |
| Ctrl+I   | All                        | Invert selected items                           |
| Ctrl+K   | TapeMaster                 | Saves Inventory Filter Values                   |
| Ctrl+L   | TapeMaster                 | Restores Inventory Filter Values                |
| 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+V   | TapeMaster (Filter Fields) | Pastes clipboard values into filter field       |
| 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                       |

[technote](#), [control-keys](#)

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