

Once you are logged-in to the TGIF system, these keys take affect:

- **ESC** = Attention Key Menu, used for working with printers and printed output as well as user jobs and device statuses.
- **Pause/Break** = Duplicates the last entry from the previous screen in the same field of the billing screen.
- **End** = Newline. This moves the cursor to the far left of the next line on the screen, instead of the next field.
- **Enter/Return** = Field exit. This will move the cursor to the next field on the screen. It will wipe out anything to the right of the cursor. Using this key will set the data in the field to be right or left justified.
- **+ (Plus)** on the ten keypad = Field+. This serves the same function as the field exit key, except when entering and adding numbers you want to use this key.
- **Ctrl** = Enter. This is used whenever you are requested to press the enter key.
- **Enter** on the keypad = Enter. This can also be used as the enter key.

It is important to have all keyboards mapped the same to ensure proper support. Using your mouse and left clicking on the “MAP” icon on your toolbar allows you to change the keys.