

Key	F1	F2	F3	F4		F5	F6	F7	F8		F9	F10	SUNGARD HIGHER EDUCATION	
Open	Help	Options	Duplicate Field/Item	Duplicate Record		Go To	Insert Record	Enter Query	Execute Query		List	Save		
Shift	Display Error	Count Query Hits	Select	Clear Record		Clear Block	Remove Record	Rollback	Print					
Ctrl	Show Keys													

Key	q	U	Page up	Page Dn	Esc	Tab	p	l	Left Mouse Double Click
Open			Previous Record	Next Record	Cancel	Next Field			On date field = calendar On amount field = calculator
Shift						Previous Field			Dynamic Help
Ctrl	Exit or Cancel Query	Field Clear	Previous Block	Next Block		Next Field	Record Scroll Up	Record Scroll Dn	

Fold on dotted line, trim and laminate to use as a reference strip on your keyboard.