How to Assign Keyboard Equivalents

1. In any module click on the ALEPH menu and select Options..then Customize.

2. When the window opens, click on the Accel. Configuration tab.
3. Find the command or menu item on the left and highlight it.
4. Click in the Enter New Hot Key box.
5. Enter the hot keys. For example, if you want to assign Alt + G, actually hold down the Alt key while you depress the G key.
6. Click on the Assign button on the upper right.
7. Click on OK.

To remove an assignment, highlight the entry in the Current Keys box. Click on Remove.

TIPS:

- Do not assign the <Ctrl> + H or <Ctrl> + I: These two keyboard equivalent combinations are used by the Windows system. If you assign either to a function in Aleph, you will see unstable results in your client.

- Current Limitations on Setting Keyboard Equivalents: Note that you can set keyboard equivalents for function keys and certain keyboard combinations such as <Ctrl> + <Shift> and <Alt> +<Shift>. Please note that <Ctrl> +<Alt> will NOT currently work in Aleph.

- Local Keyboard Equivalents will only work in an Existing Version of Aleph: Local keyboard equivalent settings do not migrate over into new versions of Aleph. If you set a keyboard equivalent in an existing version, you will need to reset this value in a new version of Aleph.