

CMC Quick Reference

Ctrl + A	Sends an alpha page
Ctrl + B	Resends an alpha page
Ctrl + C	Copies highlighted text
Ctrl + D	Displays the digital pager option page to digitally page a message to a member or client.
Ctrl + E	Displays the email option page to email a message to a member or client.
Ctrl + F	Displays the fax option page to fax a message to a member or client.
Ctrl + G	Displays the group dispatch option page to send a message to multiple recipients
Ctrl + I	Displays a member instruction page
Ctrl + M	Displays the member list
Ctrl + O	Displays all the option pages for a member or client.
Ctrl + Q	Sends the current message ticket to another operator (works like Ctrl + X used to)
Ctrl + V	Pastes previously copied text. By default this will paste ANI information.
Ctrl + X	Cuts (copies and removes) highlighted text.
Alt + A	Displays the Time Activated Alerts for the selected account.
Alt + D	Displays the enabled Directory for the selected account.
Alt + I	Displays the IntelliScheduler window for the selected account.
Alt + W	Displays the Web Browser
Alt + Return	Displays a client's default directory .
Esc	Closes a pop-up window (Browser, Directory, IntelliSchduler, etc) May also allow you to type a value instead of selecting from a menu.
Shift + *	When dispatch option page is displayed, allows operator to enter a different fax number, digital pager, alpha PIN or email address.
%	Used as a "wildcard" character when searching a directory from a prompt.