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|  | Creates a new record (Design, Job, Contact etc.) |
|  | Deletes the current record |
|  | Prints the current record or list, or presents print options |
|  | Spell check all entries on the current screen |
|  | Shows a list of all available records. List can be limited by using Find. navigating through Crate Pro can affect the number of records in |
|  | Displays the selected record from List View |
|  | Displays all records when you are viewing a list. |
|  | Makes an exact duplicate of the current record or records (key data will change such as Design Number) |
|  | Updates the current pricing, weights and times. Use Refresh after using Copy or when you want the latest info verified. |
|  | Allows you to look up an existing record or records based on limited criteria |
|  | Logs you out of Crate Pro. Only needed when Multi-User is turned on |
|  | We are not going to explain this one to you |
|  | E-mails the current record or list, or presents e-mail options |
|  | We're not explaining this one either |
|  | Close Crate Pro completely - Data is saved automatically |
|  | Reserved for the upcoming Saws option |
|  | Access any available Import or Export options |
|  | Searches through the Setup file for all occurrences of the selected inventory item and changes that item to a new one you select. |
|  | Runs Crate Pro's Mail Manager program for sending out Post Cards or 2-sided fliers |