Business Central Keyboard Shortcuts

Shift+Alt+F3 Filter to this field
Ctrl+Alt+Shift+F3 Reset all filters
Alt+F3 Filter to this value
Ctrl+Shift+F3 Toggle filter pane (totals)
Shift+F3 Toggle filter pane
F3 Search

Ctrl+Shift+F12 Focus mode on/off
Ctrl+F12 Switch between slim/wide page
Shift+F12 Role Explorer

Shift+Alt+F2 Switch between FactBox areas
Alt+F2 Toggle FactBox

Shift+F6 Move to previous FastTab
F6 Move to next FastTab
Alt+F6 Collapse Current FastTab

Ctrl+Insert
Add a new line item

Ctrl+Alt+F1 Inspect page and data
Ctrl+F1 Business Central Help

Ctrl+F5 Reload Business Central
F5 Refresh data (fast)

Alt+F7 Sort by current column

Shift+F10
Display content menu of an item

Ctrl+Delete
Delete a line item

F8 Copy from cell above

Esc	F1	F2	F3	F4	F5	F6	F7	F8	F9	F10	F11	F12	Insert/Delete

~	! 1	@ 2	# 3	$ 4	% 5	^ 6	& 7	* 8	(9	) 0	— -	+ =	Backspace

Tab	Q	W	E	R	T	Y	U	I	O	P	{ [	}]	\

Caps	A	S	D	F	G	H	J	K	L	: ;	" '	Enter

Shift	Z	X	C	V	B	N	M	< ,	> .	? /	Shift

Ctrl	⊞	Alt		Alt	Fn	^	<	v	>

Alt+Q Open TellMe

Alt+Shift+W Pop out a page

Alt+T My Settings

Alt+O Add a note

Enter Next QuickEntry
Ctrl+Shift+Enter Next QuickEntry after a list
Shift+Enter Previous QuickEntry
Ctrl+Enter Next field outside the list OR
Back to the list from filter

Alt+N New
Alt+Shift+N Ok+New
on card and doc pages

Ctrl+Up arrow Previous element
Ctrl+Down arrow Next element
Alt+Up arrow Show tooltip for a field/
column header of a table
Alt+Down arrow Open a drop-down list

Shift+Ctrl+Alt+C Company Badge

Microsoft