OrCAD Capture CIS Quick Reference

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Shortcut Keys

Key	Mode or user interface item	Function or menu command
CTRL+D	In the schematic page editor window, from the View menu.	View Database Part
	In the part manager window, from the View menu.	
Shift+C	In the part manager window, from the Reports menu.	Crystal Reports Bill of Materials
Shift+D	In the Local Part Database tab of the CIS explorer, from the Edit menu.	Derive New Database Part
Shift+F	In the part manager window, from the Options menu.	CIS Configuration
CTRL+L	In the schematic page editor window, from the Edit menu.	Link Database Part
	In the part manager window, from the Tools menu.	
Shift+P	In the part manager window, from the Window menu.	Split (part manager window)
Shift+S	In the part manager window, from the Reports menu.	Standard CIS Bill of Materials
CTRL+U	In the part manager window, from the Tools menu.	Update Part Manager

OrCAD Capture CIS Quick Reference Shortcut Keys

Shift+V	In the part manager window, from the Reports menu.	Variant Reports
Shift+Z	In the schematic page editor, from the Place menu.	Place Database Part
	In the Local Part Database tab of the CIS explorer in place database part mode, from the Update menu.	
CTRL+C	In the part manager window tree view, from the Edit menu.	Сору
CTRL+V	In the part manager window tree view, from the Edit menu.	Paste
CTRL+N	In the part manager window tree view, from the Edit menu.	New Group New Subgroup New BOM Variant
Delete	In the part manager window tree view, from the Edit menu.	Delete
CTRL+Shift+A	In the schematic page editor, from the Edit menu.	Add Part(s) To Group
CTRL+Shift+R	In the schematic page editor, from the Edit menu.	Remove Part(s) From Group
SHIFT+M	In the schematic page editor or the project manager, from the View menu.	View variant information for all the design variants defined in your project.
SHIFT+E	In the CIS window or the schematic page editor or the project manager, from the Options menu.	Displays the Extended CIS Linking dialog box where you can specify the linking preferences for linking a placed part to a database part.

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SHIFT+B	In the project manager, from the Tools menu.	Creates a new test bench for partial design simulation.
SHIFT+D	In the project manager, from the Tools menu.	Compares the active test bench with the master design.
F6 (Function key)	From the variant schematic page.	Switch to core design schematic page from your current variant schematic page.
F6 (Function key)	From View menu	Redraw or refresh
Delete	In the Configure Database dialog box, under the Part Reference Associations tab.	Deletes the row containing the part type and the part reference prefix associated with the selected part type.
ALT+F+C	In the Capture CIS window, from the File menu	Change Product

OrCAD Capture CIS Quick Reference Shortcut Keys

CIS Explorer Toolbar



The CIS Explorer toolbar offers a quick and easy way to perform common tasks. This toolbar is active only when you open OrCAD Capture CIS. The following table describes the icons on the toolbar.

Tool	Name	Description
	Re-Search database	Re-searches the CIS database on the same or altered query. Equivalent to the Re-Search Database command on the Update menu.
SVIV.	Link/Place database part	Places or links a selected part from database. Equivalent to the Link & Place Database Part commands on the Update menu.
	Expand part tree	Expands the part database tree. Equivalent to the Expand Part Tree command on the View menu.
0	Go back	Goes back to the previous page. Equivalent to the Back command on the Go menu.
	Go forward	Goes forward to the next page. Equivalent to the Forward command on the Go menu.

OrCAD Capture CIS Quick Reference CIS Explorer Toolbar

	Go home	Goes to the ICA (Internet Component Assistant) home page.
②	Refresh page	Refreshes the content of the current page. Equivalent to the Refresh command on the Go menu.
×	Stop loading page	Stops loading the current page. Equivalent to the Stop command on the View menu.
	Refresh part informatio n	Refreshes the part information in the configured library. Equivalent to the Refresh Symbols From Libs command on the Update menu.
•	Refresh part type from database	Refreshes the part type tree from database. Equivalent to the Refresh Part Types command on the Update menu.

Part Manager Toolbar



The part manager toolbar offers a quick and easy way to perform common tasks. If a tool button is gray, you can't perform that task in the current situation.

Tool	Name	Description
	Link Database Part.	Select a placed part and link to the database part. Equivalent to the Link Database Part command on the part manager's Tools menu and on the schematic editor's Edit menu.
	Update Part Status.	Update the status of each part in the part manager window. Equivalent to the Update Part Status command on the part manager's Tools menu. This command can also be invoked by pointing to Part Manager and choosing Update from the project manager's Tools menu.
	Standard Bill of Materials.	Create a bill of materials. Equivalent to pointing to CIS Bill of Materials and choosing Standard from the Reports menu in either the project manager or the part manager.
€B	Crystal Reports Bill of Materials.	Create a Create a Crystal Reports report. Equivalent to pointing to CIS Bill of Materials and choosing Crystal Reports from the Reports menu in either the project manager or the part manager.

OrCAD Capture CIS Quick Reference Part Manager Toolbar

UR UR	Variant Report.	Generate a design variant report. Equivalent to pointing to choosing Variant Report from the Reports menu in either the project manager or the part manager.
	Expand/ Collapse Tree Item.	In the part manager tree view, displays all items in the selected branch's hierarchy if collapsed, and compresses the hierarchy to the top level if expanded.
٠ڙ:	Show/Hide Tree View.	Hide the left pane, or tree view if it is currently open. If only the list view is currently open, click this button to show the tree view.
2	Resolve Ambiguity.	Select a BOM variant folder and click this button to choose which part to use in the BOM variant.

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