

Cantax[®] FormMaster

Hotkeys

| FORMMASTER HOTKEYS | | | |
|--------------------|-------------------|------------------------------|--------------------|
| FILE MENU | | VIEW MENU Cont'd | |
| New File | Ctrl + N | Next File | Ctrl + M |
| Open | F3 | PRINT MENU | |
| Save Client File | Shift + F3 | Print Selected Forms | Alt + F11 |
| Close Client File | Alt + F3 | Print Based on Print Formats | F11 |
| Properties | Alt + F8 | Print Slips | Ctrl + L |
| EDIT MENU | | GOTO MENU | |
| Undo | Ctrl + Z | Expand | F6 |
| Redo | Ctrl + Y | Federal/Provincial | Shift + Ctrl + F2 |
| Cut | Ctrl + X | Next Form | Ctrl + Tab |
| Copy | Ctrl + C | Previous Form | Shift + Ctrl + Tab |
| Paste | Ctrl + V | Last Form | Shift + F4 |
| Delete | Del | Find | Ctrl + F |
| Select Input Cell | Ctrl + F7 | Close Active Form | Ctrl + F4 |
| Select All Cells | Shift + Ctrl + F7 | Professional Centre | Shift + Ctrl + P |
| Remove Override | F2 | Forms | Shift + Ctrl + T |
| Recalculate | Shift + F2 | Print Formats | Shift + Ctrl + M |
| Clone Form | Shift + Ctrl + F4 | Preparer Profile | Shift + Ctrl + R |
| Delete Cloned Form | Ctrl + D | Letters and Labels | Shift + Ctrl + L |
| Attach Schedule | Alt + F9 | EFILE Log | Shift + Ctrl + O |
| VIEW MENU | | EFILE Archive | Shift + Ctrl + A |
| View Open Forms | F4 | HELP MENU | |
| Diagnostics | F9 | Contents and Index | F1 |
| Previous File | Ctrl + J | | |

Customer Service

Tel: 1 800 268 4522

E-mail: cservice@wolterskluwer.com

Technical and Tax Support

Tel: 1 888 829 7848

E-mail: csupport@wolterskluwer.com

Regular Hours: Monday through Friday 8:30 a.m. - 8:00 p.m. EST



Wolters Kluwer Limited

90 Sheppard Avenue East, Suite 300
Toronto, Ontario, M2N 6X1