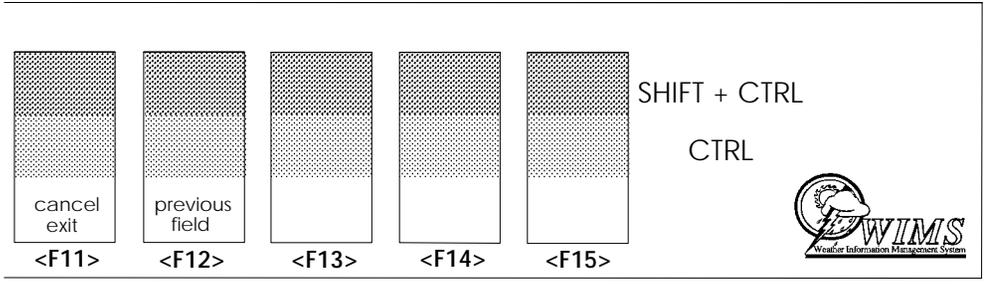
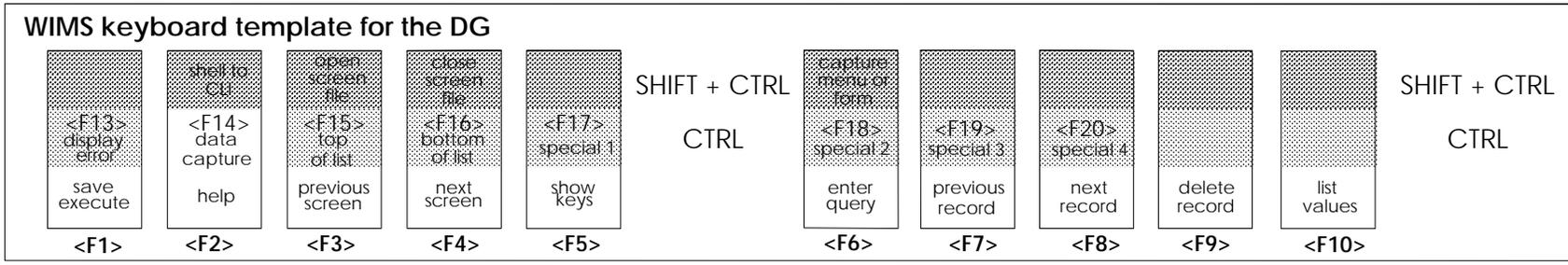
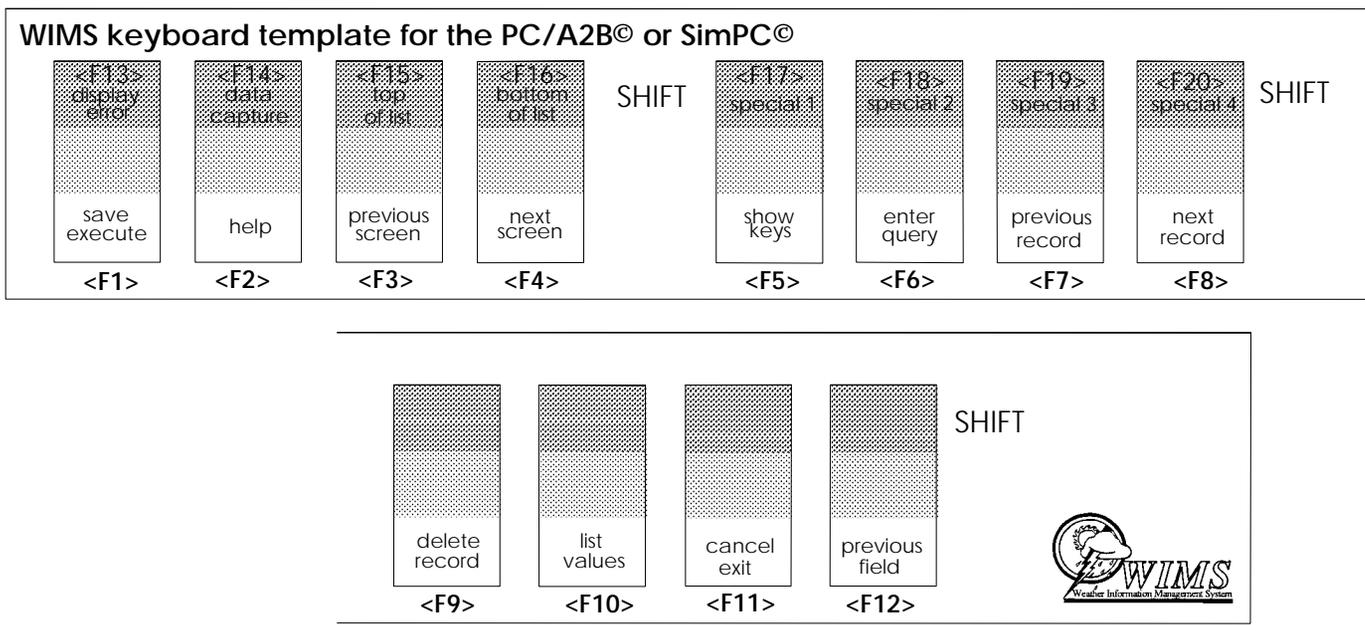


Appendix B. Function keys

Appendix B contains the WIMS keyboard template for the DG, an A2B/SimPC keyboard template for the PC, and a list of function keys and usage descriptions. Use these standard function keys to perform specific actions within WIMS.





The table below lists WIMS function keys and descriptions. **DG function key combinations are shown in bold type.** *SimPC function key combinations are shown in italic type.*

Function key	Description
<F1> save/execute	<F1> saves any valid changes you made on a form.
<F2> help	<p><F2> displays the Help System Menu. From here, you can select:</p> <ul style="list-style-type: none"> ◆ General Help, for a one-page overview of functions that you can perform using a particular menu or form ◆ Field Help, for a short description of the purpose and function of the current field ◆ Keyword Help, for a keyword search that highlights the help available for a particular subject. <p><i>For more information about help, see Chapter 4, "WIMS basics."</i></p>
<F3> exit/previous screen	<p>From a menu, <F3> exits WIMS and returns you to the Televue Menu. At the Televue Menu, press <F3> to log off Televue and Kansas City.</p> <p>From a form, <F3> scrolls backward to the first record of a list.</p> <p><i>For more information about the Televue menu, see Chapter 3, "Getting started."</i></p>
<F4> top menu/next screen	<p>From a menu, <F4> returns to the first menu that displays when you log on. If you have an initial menu specified in your profile, <F4> returns you to this menu.</p> <p>From a form, <F4> scrolls forward to the last record of a list.</p>
<F5> show keys	<F5> lists the function keys available for that form.
<F6> enter query	<F6> searches for specific fields on that form. Press <F6> to clear the screen and move the cursor to the first available query field.
<F7> previous record	<p><F7> moves the cursor back through a list of records.</p> <p><i>You can also press arrow keys and next/previous screen function keys to scroll between records.</i></p>
<F8> next record	<p><F8> moves the cursor forward through a list of records.</p> <p><i>You can also press arrow keys and next/previous screen function keys to scroll between records.</i></p>
<F9> delete record	<p><F9> erases any record you are currently working on. For example, if you are in the <i>New</i> or <i>Edit</i> mode of a form, pressing <F9> deletes:</p> <ul style="list-style-type: none"> ◆ a SIG ◆ an ACL.

<p><F10> <List> of values</p>	<p><F10> lists acceptable field entries for that particular field in the form. For example, in the User Profile Change Form, you may not know the abbreviations to complete the <i>Preferred NWS Office</i> field. By moving the cursor to the <i>Preferred NWS Office</i> field and pressing <F10>, you can display the <List> of values for that field.</p> <p><F10> is not available for every WIMS field.</p> <p>For more information about <List> of values, see Chapter 4, "WIMS basics."</p>
<p><F11> cancel/previous menu</p>	<p>While in a form, <F11> cancels all the entries you made in a form and returns you to the previous menu. Pressing <F11> does not cancel any entries you have already saved. For example, you may wish to change which initial menu displays when you log on to WIMS:</p> <ol style="list-style-type: none"> 1. You enter PROFILE to change your profile. Next, you enter DFCST in the <i>Initial Menu</i> field to identify the Display Forecasts menu as your initial menu. You then press <F1> to save your change. You have just updated the database with your new profile. 2. Now let's suppose you change your mind, and want to display the Data Entry & Manipulation menu, "DATA," as your initial menu. Again, you enter PROFILE to change your profile. Next, you type DATA in the <i>Initial Menu</i> field and press <NEW LINE>. You then press <F11> to exit the User Profile Change Form. <p>The next time you log on to WIMS, the Display Forecasts menu "DFCST" displays as your initial menu. The Data Entry & Manipulation menu "DATA" does not display as your initial menu, since you canceled this entry by pressing <F11>.</p> <p>While in a menu, <F11> exits the current menu and returns you to the previous menu. Pressing <F11> twice returns you to the original menu that displays when you log on.</p>
<p><F12> previous field</p>	<p><F12> moves the cursor to the previous field on the screen.</p> <p>When displaying a <List> of values, <F12> moves the cursor from the list to the <i>Find:</i> field.</p>
<p><F13> <CTRL> + <F1> <SHIFT> + <F1> display error</p>	<p><F13> displays current ORACLE error messages. ORACLE error messages are used by WIMS administration staff to diagnose ORACLE-related problems while in the WIMS system.</p>
<p><F14> <CTRL> + <F2> <SHIFT> + <F2> data capture</p>	<p><F14> captures data on the form and generates a report of the current information. The report you generate with the captured data is placed in your Private File Directory.</p> <p>For more information about capturing data for a specific form, see Chapter 5, "Beyond the basics."</p>

<p><F15> <CTRL> + <F3> <SHIFT> + <F3> top of list</p>	<p><F15> moves the cursor to the first record of a list. <F15> is usually used in conjunction with <List> of values and other lists.</p>
<p><F16> <CTRL> + <F4> <SHIFT> + <F4> bottom of list</p>	<p><F16> moves the cursor to the last record of a list. <F16> is usually used in conjunction with <List> of values and other lists.</p>
<p><F17> <CTRL> + <F5> <SHIFT> + <F5> special 1</p>	<p><F17> is a form-specific key. For example, pressing <F17> while in the List Station form jumps you into Edit Station. <i>To determine the form-specific function, press <F5> while viewing that form.</i></p>
<p><F18> <CTRL> + <F6> <SHIFT> + <F6> special 2</p>	<p><F18> is a form-specific key. For example, pressing <F18> while in the WIMS Mail System allows you to send mail to another WIMS user. <i>To determine the form-specific function, press <F5> while viewing that form.</i></p>
<p><F19> <CTRL> + <F7> <SHIFT> + <F7> special 3</p>	<p><F19> is a form-specific key. For example, pressing <F19> while in the WIMS Mail System allows you to setup an alias list. <i>To determine the form-specific function, press <F5> while viewing that form.</i></p>
<p><F20> <CTRL> + <F8> <SHIFT> + <F8> special 4</p>	<p><F20> is a form-specific key. For example, pressing <F20> while in the List Station form jumps you into the Edit Station form. <i>To determine the form-specific function, press <F5> while viewing that form.</i></p>
<p><TAB> tab</p>	<p>moves to the next available field. <TAB> does not perform any updates. Use <TAB> to complete the WIMS log on screen. After you type your logon ID, press <TAB> to move from the User ID field to password field. After you type your password, press <NEW LINE> to enter and complete logging on.</p>
<p><NEW LINE> enter</p>	<p>advances to the next field in a data entry form, and updates any field prompts for the next field.</p>
<p>     arrow keys </p>	<p>moves the cursor to specific fields, regardless of the order the fields are displayed on the form.</p>