Keyboard shortcuts in Job Finder

Macintosh keyboard shortcut	Windows keyboard shortcut	Description
⌘ + Delete	Ctrl + Delete	Destroys the selected job or pre-job, or deletes the selected group
⌘ + I	Ctrl + I	Displays the Job Info dialog box for the selected job or pre-job
⌘ + N	Ctrl + N	Displays the Create New Job dialog box (in the **Jobs** view) or the Create New Pre-Job dialog box (in the **Pre-Jobs** view)
⌘ + O	Ctrl + O	Opens the selected job or pre-job
⌘ + Q	Ctrl + Q	Quits Prinergy Workshop
⌘ + R	Ctrl + R	Refreshes the selected view
⌘ + 1	Ctrl + 1	Displays the **Jobs** view
⌘ + 2	Ctrl + 2	Displays the **Pre-Jobs** view