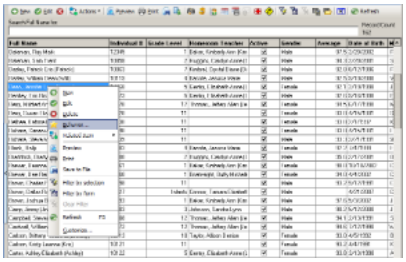
View the Shortcut Menu

In any of the List windows, select a record and right-click to view a shortcut menu. The action you select next will be performed for the selected record.

> **Useful Information**
>
> Most actions on the shortcut menu are also available on the toolbar, except for Behavior and Customize.