







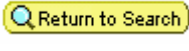




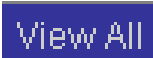




## Navigation Buttons for SES v9


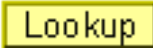

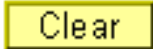
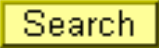
The following table shows the common buttons and the search buttons in SES v9.

<b>Common Buttons</b>	
 or ALT+1	Stores data in the system that is entered on a page and updates all the pages of a component.
 or <a href="#">Add a New Value</a>	Takes you to a page for adding a new value.
	Located on the page that allows you to add a new value.
	Accesses existing rows of information in the system. If the data is effective-dated, displays only current and future dated rows.
 or <input checked="" type="checkbox"/> Include History	Accesses existing rows of information in the system, displays all effective-dated rows and allows updates only to current and future dated rows.
 or <input checked="" type="checkbox"/> Correct History	Allows for updating all rows including saved rows from prior dates. (Note: not all users will have access to Correct History.)
 or ALT+8	Deletes a row from a page.
 or ALT+7	Inserts a row into a page.
 or ALT+2	Cancels the action currently being performed.
 or ALT+4	Accesses the previous record from the Search Results list.
 or ALT+3	Accesses the next record from the Search Results list.
	Returns to the Search Results list

## Common Buttons (Continued)

	<p>Clicking on the arrow at the left of this area moves backward through rows of a page. Clicking on the arrow at the right moves forward through rows of a page.</p>
	<p>Displays all current and historical rows at once.</p>
	<p>Displays a pop up box with a calendar that allows you to select a date to populate a field.</p>
	<p>Updates related display field values for the data already entered. Formats the data entered appropriately (e.g. dates). Recalculates totals and balances, if appropriate. Provides any defaults based on prior data entered on the page. Validates the data that has been entered on the page so far.</p>

## Lookup and Search Buttons

	<p>Accesses the <i>Lookup</i> page</p>
	<p>Submits data entered in the <i>Lookup</i> page and performs a search.</p>
	<p>Returns from the <i>Lookup</i> page to the previous page.</p>
	<p>Clears data entered in the <i>Lookup</i> page and is used for the same function on the <i>Search</i> page.</p>
	<p>Submits criteria chosen on the <i>Search</i> page fields.</p>