



ORACLE® ESSBASE STUDIO

Release 11.1.2.2

ACCESSIBILITY GUIDE

ORACLE®  
ENTERPRISE PERFORMANCE  
MANAGEMENT SYSTEM

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# Introduction

This guide describes the accessibility features of Oracle Essbase Studio. This guide is accessible in HTML format.

Oracle customers have access to electronic support through My Oracle Support. For information, visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info> or visit <http://www.oracle.com/pls/topic/lookup?ctx=ac&id=trs> if you are hearing impaired.

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc>.

## Enabling Accessibility for Essbase Studio

Essbase Studio has accessibility features built into it. These features focus on keyboard shortcuts to some mouse actions. These features are always available, there is nothing to enable or disable in Essbase Studio for the keyboard shortcuts to work.

Keyboard shortcuts common to Microsoft Windows, such as Ctrl+S for Save, are not documented.

Oracle has certified this release of Essbase Studio on the following platform combinations:

**Table 1** Supported Combinations of Screen Readers and Web Browsers

Screen Reader	Web Browser
JAWS 12	Internet Explorer 9
JAWS 12	Internet Explorer 8

**Note:** If you are using JAWS® Screen Reading Software, Oracle recommends using the Microsoft Internet Explorer browser.

## Essbase Studio Keyboard Shortcuts

The section contains the following topics:

- [“Keyboard Shortcuts for Access and Navigation” on page 3](#)  
Keyboard shortcuts that assist with accessing Essbase Studio Console elements and navigating through the interface.
- [“Keyboard Shortcuts in Dialog Boxes and Editors” on page 8](#)  
The tables in this section describe keyboard shortcuts found in Essbase Studio Console dialog boxes and editors.
- [“Keyboard Shortcuts in the Minischema Editor” on page 35](#)  
The tables in this section describe keyboard equivalents used in the Essbase Studio minischema editors.

## Keyboard Shortcuts for Access and Navigation

The tables in this section describe keyboard equivalents that assist with accessing Essbase Studio Console elements and navigating through the interface:

- [Table 2, “Accessing Main Areas \(or View Tabs\) of the Essbase Studio Interface,” on page 3](#)
- [Table 3, “Accessing Elements in the Metadata Navigator and Data Source Navigator,” on page 4](#)
- [Table 4, “Right-Click Commands Common to Most Elements in the Metadata Navigator,” on page 5](#)
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- [Table 8, “Accessing Help Menu Items,” on page 7](#)

**Table 2** Accessing Main Areas (or View Tabs) of the Essbase Studio Interface

Keys	Action
F10 <b>Note:</b> Press Esc to remove focus from the menu bar.	Access to the Essbase Studio menu bar.
Ctrl+5 Or: Alt+V, then N Or: Press and hold down Ctrl, press F7, use up and down arrow keys to select Metadata Navigator, and then press Enter	Focus on Metadata Navigator.
Ctrl+3 Or: Alt+V, then A Or: Press and hold down Ctrl, press F7, use up and down arrow keys to select Data Sources, and then press Enter	Focus on Data Source Navigator.
Ctrl+2 Or: Alt+V, then C Or: Press and hold down Ctrl, press F7, use up and down arrow keys to select Console Messages, and then press Enter	Focus on Console Messages tab.

Keys	Action
Shift+F10	Display the context menu appropriate to the focus of the cursor.
Esc	Close, without saving, an open dialog box or wizard.
Shift-Tab until focus in on the actual tab title. <ul style="list-style-type: none"> <li>● Shift-Tab twice for Metadata Navigator, Data Sources, and Minischemas tabs</li> <li>● Shift-Tab once for Search and Console Messages tabs</li> </ul> Then, Alt+- (hyphen), use down arrow to select Close (or press C)	Close a view tab

**Table 3** Accessing Elements in the Metadata Navigator and Data Source Navigator

Keys	Action
Ctrl+5 or Ctrl+3, then use up and down arrow keys	Navigate through tree structure.
Right arrow key	Open a folder.
Use the up and down arrow keys to navigate to the Root folder, Shift+F10, then E	Expand all folders in the Metadata Navigator.
Left arrow key	Close a folder.
Use the up and down arrow keys to navigate to the Root folder, Shift+F10, then C	Collapse all folders in the Metadata Navigator.
Use the up and down arrow keys to navigate to a folder, Shift+F10, then H	Refresh the contents of a folder.
Use the up and down arrow keys to navigate to the Root folder, Shift+F10, then H	Refresh all folders in the Metadata Navigator.
Shift+F10	Context menu for tree items.
Use arrow keys to navigate to element location in tree, press Enter	Launch the wizard, editor, or properties dialog box for the selected metadata element.
Alt+E, then S	Open the Search tab in the Metadata Navigator.
Alt+E, then F	Open the Find dialog box.
Ctrl+3, use arrow keys to navigate to the element, Shift+F10, then E	Launch the editor or Properties dialog box for the selected source element in the Data Source Navigator (applies to data source connection names, Oracle Essbase connection names, and minischemas).
Ctrl+3, use arrow keys to navigate to the element, Shift+F10, then O	Launch the Properties dialog box for the selected source element (applies to source table names, column names, and minischemas).
Ctrl+5, use arrow keys to navigate to the metadata element, Shift+F10, then V	Launch sample data for the selected metadata element in the Metadata Navigator.

Keys	Action
Ctrl+3, use arrow keys to navigate to the column element , Shift+F10, then V	Launch sample data for the selected source column element in the Data Source Navigator.
Ctrl+5, use arrow keys to navigate to the element, Shift+F10, then L	Launch the lineage editor in the context of the selected metadata element in the Metadata Navigator.
Ctrl+5, use arrow keys to navigate in the Metadata Navigator, select an Essbase model, then press Enter	Launch the graphical view of the Essbase model in the work area.
Ctrl+5, use arrow keys to navigate in the Metadata Navigator, select an Essbase model, Shift+F10, then B	Launch the Essbase Model Properties dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then L	Launch the Text List dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then A  <b>Note:</b> The Alias Set Manager is no longer part of Essbase Studio. This command now launches the Alias Sets dialog box.	Launch the Alias Sets dialog box.
Ctrl+5, use arrow keys to navigate in the Metadata Navigator, select an Essbase model, then:  Shift+F10, then W  Or  Alt+F, then W	Launch the Cube Deployment Wizard.
Ctrl+5, use arrow keys to navigate to a element in the Metadata Navigator, select an Essbase model, Shift+F10, then Y for Show Deployment History	Launch the deployment history in the work area.
Ctrl+3, use arrow keys to navigate to a data source connection, Shift+F10, then U	Launch the Incremental Update dialog box.
Ctrl+3, use arrow keys to navigate to a data source connection, Shift+F10, then I	Launch the Introspection Wizard.
Ctrl+3, use arrow keys to navigate to a Microsoft SQL Server data source connection, Shift+F10, then Y	<b>Microsoft SQL Server users only:</b> Toggle the Show Friendly Names option

**Table 4 Right-Click Commands Common to Most Elements in the Metadata Navigator**

Keys	Action
Shift+F10, then E	Edit an element.
Shift+F10, then C	Copy an element.
Shift+F10, then P	Paste an element.
Shift+F10, then N	Rename an element.
Shift+F10, then D	Delete an element.
Shift+F10, then H	Refresh cube schema or Oracle Essbase model

**Table 5** Accessing Editors, Wizards, and Dialog Boxes to Create New Elements

Keys	Action
Alt+F, followed by N, then O Or: Alt+F, followed by N, then Enter (the default selection is for Connection Wizard)	Launch Connection Wizard.
Alt+F, followed by N, then I	Launch Minischema Wizard.
Alt+F, followed by N, then U	Launch the User-Defined Table dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then F	Launch the Folder Properties dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then D	Launch the Dimension Element dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then T	Launch the Derived Text Measure dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then L	Launch the Text List dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then A	Launch the Alias Set dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then H	Launch the hierarchy editor.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then M	Launch the measure hierarchy editor.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then C	Launch the Calendar Hierarchy dialog box.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then S	Launch Cube Schema Wizard.
Ctrl+5, use arrow keys to navigate to appropriate location in the tree, Alt+F, followed by N, then R	Launch the drill-through report editor.
Ctrl+5, use arrow keys to navigate in the tree to select a date column, Shift+F10, then T	Launch the Create Date Elements dialog box.

**Table 6** Accessing Dialog Boxes from the Menu Bar

Keys	Action
Alt+F, then O	Launch the Export dialog box.
Alt+F, then I	Launch the Import dialog box
Alt+E, then F	Open the Find dialog box.
Alt+E, then S	Open the Search tab in the Metadata Navigator.

Keys	Action
Alt+E, then R	Open the Properties dialog box for the select metadata or source element.
Alt+E, then E	Launch the Preferences dialog box.
Alt+T, then R	Launch the Essbase Studio Login dialog box to reconnect to Essbase Studio Server.
Alt+T, then H	Launch the Rehost Essbase Connections dialog box.
Alt+T, then U	Launch the Update Cube Linkage dialog box.
Alt+T, then E	Launch the EIS Catalog Migration dialog box.

**Table 7 Working with Editors in the Work Area**

Keys	Action
With focus on editor title tab text, press and hold Ctrl, then F6, use up and down arrow keys to choose editor from the context menu. You must hold the Ctrl key down for the entire operation.	Move from editor to editor
Alt+-	Invoke context menu for editor
Right or left arrow keys	Within drill-through report editor, move from tab to tab
Ctrl+F4 Or Alt+F, then C Or Ctrl+W	Close an editor
Alt+F, then L Or Ctrl+Shift+W	Close multiple editors

**Table 8 Accessing Help Menu Items**

Keys	Action
Alt+H, then W	Launch the Welcome page in the work area
Alt+H, then H Or Within dialog boxes, editors, wizards, and main console panes, press F1. <b>Note:</b> To close the online help, press Alt+F4.	Launch the Essbase Studio online help
Alt+H, then T	Launch the Oracle Technical Support Web site

Keys	Action
Alt+H, then E	Launch the EPMA Oracle Enterprise Performance Management System Documentation Library on the Oracle Technology Network Web site
Alt+H, then A	Launch the Essbase Studio About box

## Keyboard Shortcuts in Dialog Boxes and Editors

The tables in this section describe keyboard equivalents found in Essbase Studio Console dialog boxes and editors.

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## Login

**Table 9** Keyboard Shortcuts for the Essbase Studio Login Dialog Box

Keys	Element Name
Alt+S	Server
Alt+U	User
Alt+P	Password
Alt+R	Remember this user

**Note:** The Essbase Studio Login dialog box is also launched when users select Tools, then Reconnect To Server (Alt+T, then R).

## Connection Wizard and Connection Editing

**Table 10** Keyboard Shortcuts for Connection Wizard, Define Connection Page

Keys	Element Name
Alt+C	Connection name
Alt+O	Connection Description
Alt+D	Data Source Type
Alt+L	Presentation Layer (Oracle Business Intelligence Enterprise Edition sources only)
Alt+M	Business Model (Oracle BI EE sources only)
Alt+V	Essbase Server (Essbase Server connections only)
Alt+V	Server Name
Alt+E	Default (port number)
Alt+L	Cluster (Essbase Server connections only)
Alt+I	SID
Alt+R	Service Name
Tab	If Oracle RAC is the Data Source Type: Press the Tab key to arrive at the “Add RAC server node” button

<b>Keys</b>	<b>Element Name</b>
Tab	If Oracle RAC is the Data Source Type: Press the Tab key to arrive at the “Remove RAC server node” button
Alt+X	Pool Max Size
Alt+Z	Cache Size
Alt+H	Authentication Method
Alt+U	User Name
Alt+P	Password
Alt+A	Database Name
Alt+W	Browse (for text file location)
Alt+K	Skip records (text file sources only)
Alt+R	Column names in first row (text file sources only)
Alt+M	Comma (text file sources only)
Alt+A	Tab (text file sources only)
Alt+P	Space (text file sources only)
Alt+U	Custom (text file sources only)
Alt+T	Test Connection

**Table 11** Keyboard Shortcuts for Connection Wizard, Select Tables Page

<b>Keys</b>	<b>Element Name</b>
Alt+T	Filter
Alt+A	Apply
Alt+L	Lock catalog during exploration

**Table 12** Keyboard Shortcuts for Connection Wizard, Model Files Page (text file data sources only)

<b>Keys</b>	<b>Element Name</b>
Alt+S	Select all
Alt+C	Clear all
Alt+T	Filter
Alt+K	Skip records
Alt+R	Column names in first row

Keys	Element Name
Alt+M	Comma
Alt+A	Tab
Alt+P	Space
Alt+U	Custom
Alt+E	Edit Column Properties

**Table 13** Keyboard Shortcuts for Column Properties Dialog Box (accessed from the Connection Wizard, Model Files Page)

Keys	Element Name
Alt+M	Name
Alt+D, then use the arrow keys to select an option:	Data type
<ul style="list-style-type: none"> <li>● Text</li> <li>● Integer</li> <li>● Large integer</li> <li>● Decimal</li> </ul>	
Alt+B	Back
Alt+N	Next

**Table 14** Keyboard Shortcuts for Connection Wizard, Select Minischema Page

Keys	Element Name
Alt+C	Create a new schema diagram
Alt+S	Skip minischema diagram
Alt+I	Use Introspection to Detect Hierarchies

**Table 15** Keyboard Shortcuts for Connection Wizard, Populate Minischema Page

Keys	Element Name
Alt+C	Connections
Alt+D	Databases
Alt+T	Filter
Alt+A	Apply
Alt+R	Add Related Objects

**Table 16** Keyboard Shortcuts for Connection Wizard, Create Metadata Elements Page or Create OBIEE Dimension Elements Page

Keys	Element Name
Alt+W	Browse
Alt+C	Create cube schema and Essbase model <b>Note:</b> This option is only available when creating an Oracle Business Intelligence Enterprise Edition data source.

**Table 17** Keyboard Shortcuts for Connection Wizard, Create OBIEE Cube Schema Page

Keys	Element Name
Alt+S	Cube Schema Name
Alt+C	Comment
Alt+F	Available Fact Tables Use the arrow keys to expand folders and navigate to a column to select as a measure. Then, tab to the “Add selected measures” button, and press Enter. The column is moved to the Measures list.
Alt+M	Measures Use the arrow keys navigate to a column to remove from the list. Then, tab to the “Remove selected measures” button, and press Enter. The column is removed from the Measures list.
Alt+D	Available Dimension Elements Use the arrow keys navigate to a column to select as a hierarchy. Then, tab to the “Add selected hierarchies” button, and press Enter. The dimension is moved to the Hierarchies list.
Alt+H	Hierarchies Use the arrow keys navigate to a hierarchy to remove from the list. Then, tab to the “Remove selected hierarchies” button, and press Enter. The column is removed from the Hierarchies list.

**Table 18** Keyboard Shortcuts for Refresh Data Source Tables Dialog Box

Keys	Element Name
Alt+T	Changed Tables
Alt+C	Changed Columns
Alt+D	Dependent Dimension Elements and Joins
Alt+F	Save Dependencies List as File
Alt+R	Refresh

**Table 19** Keyboard Shortcuts for Delete Tables (from Data Source Connection) Dialog Box

Keys	Element Name
Alt+T	Table Status (Errors and Warnings)
Alt+A	Select All Tables

Keys	Element Name
Alt+E	Dependent Dimension Elements and Joins
Alt+S	Save Dependencies List as File
Alt+D	Delete

**Table 20** Keyboard Shortcuts for New Joins Dialog Box

Keys	Element Name
Alt+N	New Joins
Alt+S	Select All Joins
Alt+A	Add

## Minischema Wizard and Minischema Editing

**Table 21** Keyboard Shortcuts for Minischema Wizard, Name and Description Page

Keys	Element Name
Alt+N	Minischema Name
Alt+D	Minischema Description

**Table 22** Keyboard Shortcuts for Minischema Wizard, Add/Remove Tables Page

Keys	Element Name
Alt+C	Connections
Alt+T	Filter
Alt+A	Apply
Alt+R	Add Related Tables

**Table 23** Keyboard Shortcuts for Edit Properties of Minischema Join Dialog Box

Keys	Element Name
Alt+T	Table
Alt+C	Column
Alt+O	Outer
Alt+L	Left
Alt+F	Full
Alt+R	Right



**Table 24** Keyboard Shortcuts for Create Joins by Inspection Dialog Box

Keys	Element Name
Alt+T	Table name filter
Alt+C	Column name filter
Alt+S	Select all items

**Table 25** Keyboard Shortcuts for User-Defined Table Definition Dialog Box

Keys	Element Name
Alt+C	Connection
Alt+T	Table name
Alt+D	Table definition

## Rehosting

**Table 26** Keyboard Shortcuts for Rehost Essbase Connections Dialog Box

Keys	Element Name
Alt+D	Update the host name and port number for all deployment history
Alt+R	Replicate the last successful deployment history and update the copy only
Alt+T	Test Connection
Alt+U	Update
Alt+C	Close

## Preferences

**Table 27** Keyboard Shortcuts for Preferences Dialog Box, General

Keys	Element Name
Alt+C	Show Confirm Delete dialog
Alt+I	Show informational messages
Alt+W	Show warning messages
Alt+E	Show error messages
Alt+D	Restore Defaults
Alt+A	Apply

**Table 28** Keyboard Shortcuts for Preferences Dialog Box, Schema

Keys	Element Name
Alt+T	Column type indicator
Alt+P	Primary Key
Alt+F	Foreign Key
Alt+G	Diagonal
Alt+R	Rectangle
Alt+O	Arrow
Alt+W	Crow's Feet
Alt+D	Restore Defaults
Alt+A	Apply

**Table 29** Keyboard Shortcuts for Preferences Dialog Box, Essbase Model

Keys	Element Name
Alt+M	Ask user if the model should be tuned when setting aggregate storage to true
Alt+V	Ask user to validate a changed model before closing the Properties dialog box

**Table 30** Keyboard Shortcuts for Folder Properties Dialog Box

Keys	Element Name
Alt+N	Name
Alt+D	Description

## Metadata Elements

**Table 31** Keyboard Shortcuts for Dimension Element Properties Dialog Box

Keys	Element Name
Alt+N	Name
Alt+D	Description
Alt+F	Formula
Alt+C	Caption Binding
Alt+S	Key Binding option: Same as caption
Alt+A	Key Binding option: Advanced
Alt+Y	Key Binding option: Delayed

Keys	Element Name
Alt+T	Filter
Alt+O	Sort Order

**Table 32** Keyboard Shortcuts for Derived Text Measure Properties Dialog Box

Keys	Element Name
Alt+N	Name
Alt+D	Description
Alt+F	Formula
Alt+E	Expression
Alt+R	Range
<p><b>Note:</b> Use Alt+R when rows are present in the Range table. When the Range table is empty, tab to the Add another row button to begin adding rows to the table.</p>	

**Table 33** Keyboard Shortcuts for Text List Properties Dialog Box

Keys	Element Name
Alt+N	Name
Alt+D	Description
Alt+B	Bindings
Alt+V	Value Binding
Alt+I	ID Binding

**Table 34** Keyboard Shortcuts for Hierarchy and Measure Hierarchy Editor

Keys	Element Name
Alt+N	Name
Alt+D	Description
Alt+T	Data
Alt+A	Add
Alt+P+C	Preview With Caption Binding (not available for measure hierarchies)
Alt+P+K	Preview With Key Binding (not available for measure hierarchies)
Alt+A Or Insert	Add child

<b>Keys</b>	<b>Element Name</b>
Alt+S Or Shift+Insert	Add sibling
Alt+C Or Ctrl+Insert	Add user-defined child
Alt+U Or Ctrl+Shift+Insert	Add user-defined sibling

**Table 35** Keyboard Shortcuts for Calendar Hierarchy Dialog Box

<b>Keys</b>	<b>Element Name</b>
Alt+H	Hierarchy Name
Alt+G	Gregorian
Alt+F	Fiscal
Alt+R	Retail
Alt+I	ISO
Alt+M	Manufacturing
Alt+S	Start Date
Alt+D	End Date
Alt+W	First day of week
Alt+T	Time Depth
Alt+E	Edit
Alt+A	Day Attributes
Alt+V	Edit LVA

**Table 36** Keyboard Shortcuts for Day Attributes Dialog Box

<b>Keys</b>	<b>Element Name</b>
Alt+S	Sunday
Alt+M	Monday
Alt+T	Tuesday

Keys	Element Name
Alt+W	Wednesday
Alt+H	Thursday
Alt+F	Friday
Alt+U	Saturday
Alt+D	Dimension Name
Alt+A	Add
Alt+R	Remove

**Table 37** Keyboard Shortcuts for Edit Linked Value Attributes Dialog Box

Keys	Element Name
Alt+L, then use the Tab key to tab through the options.	Linked Value Attributes

**Table 38** Keyboard Shortcuts for Edit Labeling Rules

Keys	Element Name
Alt+U	Use 2-digit <i>time entity</i>

**Table 39** Keyboard Shortcuts for Create Date Elements Dialog Box

Keys	Element Name
Alt+Y	Year
Alt+Q	Quarter
Alt+M	Month
Alt+D	Day of week

**Table 40** Keyboard Shortcuts for Alias Sets Dialog Box

Keys	Element Name
Alt+N	Name
Alt+D	Description
Alt+B	Bindings

Keys	Element Name
Alt+B, Shift+F10 The Bindings popup menu has these options: <ul style="list-style-type: none"> <li>● N—Sort by dimension element name</li> <li>● P—Sort by dimension element path</li> <li>● B—Sort by bindings</li> <li>● A—Sort ascending</li> <li>● D—Sort descending</li> <li>● F—Show full path for dimension elements</li> </ul>	Bindings popup menu
Tab	Press Tab to move to the following buttons: <ul style="list-style-type: none"> <li>● Create a binding</li> <li>● Create bindings by inspection</li> <li>● Edit the selected binding</li> <li>● Delete the selected bindings</li> </ul>

**Table 41** Keyboard Shortcuts for the Create Bindings Dialog Box

Keys	Element Name
Alt+S	Source selection tree
Alt+X	Binding expression
Alt+B	Binding expression tree

## Cube Schema Wizard

**Table 42** Keyboard Shortcuts for Cube Schema Wizard, Choose Measures and Hierarchies Page

Keys	Element Name
Alt+S	Cube Schema Name
Alt+C	Comment
Alt+A	Available Dimension Elements
Alt+M	Measures/Measures Hierarchy
Alt+H	Hierarchies
Alt+P	Preview Hierarchies
Alt+P+C	Preview With Caption Binding
This option is not available for measure hierarchies.	
Alt+P+K	Preview With Key Binding
This option is not available for measure hierarchies.	

**Table 43** Keyboard Shortcuts for Cube Schema Wizard, Cube Schema Options Page

Keys	Element Name
Alt+O	Override default data load bindings
Alt+C	Create Essbase Model
Alt+M	Model Name
Alt+D	Account Dimension
Alt+A	Model Type: Aggregate Storage
Alt+S	Model Type: Block Storage

**Table 44** Keyboard Shortcuts for Default Load Binding Dialog Box

Keys	Element Name
Alt+U	Formula
Alt+E	Expression
Alt+F	Filter

**Note:** To access the Default Load Binding dialog box: In the Define data load mappings page of the Cube Schema Wizard, use the up and down arrow keys to navigate to the leaf level of a hierarchy, use the right arrow key to move to the Data Load Binding column, and press Enter to activate the cell. Press Enter again to activate the ellipsis button and launch the Default Load Binding dialog box.

## Essbase Model Properties

**Table 45** Keyboard Shortcuts for Essbase Model Properties, General Tab

Keys	Element Name
Alt+M	Comment
Alt+L	Last deployed
Alt+A	Aggregate storage model
Alt+D	Duplicate member name support
Alt+U	Use Unicode character set
Alt+X	XOLAP Model
Alt+S, launches the Define Data Load Settings dialog box	Custom data load settings
Alt-F	Date format

**Table 46** Keyboard Shortcuts for Essbase Model Properties, Alias Tab

Keys	Element Name
Alt+A	Available Tables
Alt+S	Selected Tables

**Table 47** Keyboard Shortcuts for Essbase Model Properties, Attributes Tab

Keys	Element Name
Alt+V	Value
Alt+P	Prefix/Suffix
Alt+S	Separator
Alt+D	Dimension
Alt+U	Sum member
Alt+T	Count member
Alt+M	Minimum member
Alt+X	Maximum member
Alt+G	Average member
Alt+E	True members
Alt+A	Dates are
Alt+F	False members
Alt+R	Numerics are

**Table 48** Keyboard Shortcuts for Essbase Model Dimension Properties, General Tab

Keys	Element Name
Alt+N	Name in Cube
Alt+M	Comment
Alt+E	Edit Named Generations and Levels

**Table 49** Keyboard Shortcuts for Essbase Model Dimension Properties, Edit Named Generational and Levels Dialog Box

Keys	Element Name
Alt+G	Named Generations
Alt+L	Named Levels



**Table 50** Keyboard Shortcuts for Essbase Model Dimension Properties, Info Tab

Keys	Element Name
Alt+T	Dimension Type
Alt+Y	Dynamic series
Alt+D	Dimension Storage
Alt+P	Two Pass Calculation
Alt+S	Data Storage
Alt+V	Dimension Solve Order
Alt+M	Member Solve Order

**Table 51** Keyboard Shortcuts for Essbase Model Dimension Properties, Account Info Tab

Keys	Element Name
Alt+T	Time Balance
Alt+S	Skip
Alt+V	Variance Reporting

**Table 52** Keyboard Shortcuts for Essbase Model Dimension Properties, Formula Tab

Keys	Element Name
Alt+F	Formula

**Table 53** Keyboard Shortcuts for Essbase Model Dimension Properties, UDAs Tab

Keys	Element Name
Alt+U	UDA value
Alt+A	Add to list
Alt+E	Existing UDAs

**Table 54** Keyboard Shortcuts for Essbase Model Dimension Properties, Outline Build Tab

Keys	Element Name
Alt+H	Hierarchy settings
Alt+M	Move duplicate member settings
Alt+Z	Optimize data load by using a fact table column as data source binding
Alt+R	Reverse position of shared and actual members if shared member is located before actual member

**Table 55** Keyboard Shortcuts for Essbase Model Member Properties, General Tab

Keys	Element Name
Alt+M	Comments
Alt+A	Essbase attribute for <member name>
Alt+D	Attribute dimension name
Alt+T	Attribute type
Alt+E	Edit Varying Attribute Settings
Alt+I	Edit Named Generations and Levels

**Table 56** Keyboard Shortcuts for Essbase Model Properties, Edit Varying Attributes Dialog Box

Keys	Element Name
Alt+C	Create as Varying Attribute
Alt+A	Association mode
Alt+I	Independent Dimension Settings

**Table 57** Keyboard Shortcuts for Essbase Model Member Properties, Info Tab

Keys	Element Name
Alt+D	Consolidation
Alt+V	Solve Order
Alt+A	Aggregate Storage Options
Alt+P	Two Pass Calculation
Alt+S	Data Storage

**Table 58** Keyboard Shortcuts for Essbase Model Member Properties, Account Info Tab

Keys	Element Name
Alt+T	Time Balance
Alt+V	Variance Reporting
Alt+S	Skip

**Table 59** Keyboard Shortcuts for Essbase Model Member Properties, Typed Measures Tab

Keys	Element Name
Alt+F	Member format string
Alt+A	Current Assigned Text List

<b>Keys</b>	<b>Element Name</b>
Alt+L	Clear Current Assigned Text List

**Table 60** Keyboard Shortcuts for Essbase Model Member Properties, Formula Tab

<b>Keys</b>	<b>Element Name</b>
Alt+F	Formula

**Table 61** Keyboard Shortcuts for Essbase Model Member Properties, Alias Tab

<b>Keys</b>	<b>Element Name</b>
Alt+R	Rules for mapping text replacement
Alt+A	Create rule
Alt+E	Edit details
Alt+D	Delete
Alt+H	Change case to
Alt+L	Drop leading and trailing spaces
Alt+V	Convert spaces to underscores
Alt+P	Prefix
Alt+F	Prefix Separator
Alt+X	Custom prefix
Alt+S	Suffix
Alt+U	Suffix separator
Alt+M	Custom suffix

**Table 62** Keyboard Shortcuts for Essbase Model Member Properties, Alias Tab—Search Rule Dialog Box

<b>Keys</b>	<b>Element Name</b>
Alt+S	Search for
Alt+R	Replace with
Alt+C	Case sensitive
Alt+M	Match whole word
Alt+A	Replace all occurrences

**Table 63** Keyboard Shortcuts for Essbase Model Member Properties, UDAs Tab

<b>Keys</b>	<b>Element Name</b>
Alt+U	UDA value
Alt+X	External source
Alt+E	Existing UDAs
Alt+A	UDA Value—Add to list
Alt+D	External Source—Add to list

**Table 64** Keyboard Shortcuts for Essbase Model Member Properties, Transformations Tab

<b>Keys</b>	<b>Element Name</b>
Alt+P	Prefix
Alt+F	Prefix separator
Alt+T	Custom prefix
Alt+S	Suffix
Alt+I	Suffix separator
Alt+X	Custom suffix
Alt+R	Rules for text replacement
Alt+U	Create rule
Alt+E	Edit details
Alt+D	Delete
Alt+A	Drop leading and trailing spaces
Alt+V	Convert spaces to underscores

**Table 65** Keyboard Shortcuts for Essbase Model Member Properties, Transformation Tab—Search Rule Dialog Box

<b>Keys</b>	<b>Element Name</b>
Alt+S	Search for
Alt+R	Replace with
Alt+C	Case sensitive
Alt+M	Match whole word
Alt+A	Replace all occurrences

## Cube Deployment Wizard

**Table 66** Keyboard Shortcuts for Cube Deployment Wizard, Essbase Server Connection Options Page

Keys	Element Name
Alt+E	Essbase Server Connection
Alt+A	Application
Alt+D	Database
Alt+W	New Connection
Alt+S	Enable streaming mode for cube deployment
Alt+O	ODBC (Essbase dynamically creates ODBC connection string)
Alt+C	ODBC (Enter ODBC DSN name)
Alt+I	OCI (Enter OCI connection identifier)
Alt+M	Model Properties

**Table 67** Keyboard Shortcuts for Essbase Login Dialog Box (accessed when creating an Essbase Server connection in the Cube Deployment Wizard)

Keys	Element Name
Alt+N	Name
Alt+D	Description
Alt+S	Server
Alt+T	Port
Alt+U	User
Alt+P	Password
Alt+E	Data Encryption
Alt+C	Cluster
Alt+L	Login

**Table 68** Keyboard Shortcuts for Cube Deployment Wizard, Cube Deployment Options Page

Keys	Element Name
Alt+U	Build outline
Alt+L	Load data
Alt+O	Build outline and load data

<b>Keys</b>	<b>Element Name</b>
Alt+K	Build outline in background
Alt+X	Add to existing data
Alt+S	Subtract from existing data
Alt+G	Overwrite existing data
Alt+M	Delete all members first
Alt+R	Delete and restore database
Alt+I	Incremental load
Alt+C	Create and save rule file only
Alt+A	Number of records to keep: All
Alt+T	Number of records to keep: Limit
Alt+D	Error file name: Default
Alt+E	Error file name: File name
Alt+P	Stop the data load when the first record is rejected
Alt+Y	Deploy now
Alt+V	Save as MaxL load script
Alt+W	Browse

**Table 69** Keyboard Shortcuts for Cube Deployment Wizard, Incremental Load Page

<b>Keys</b>	<b>Element Name</b>
Alt+H	Update all hierarchies
Alt+S	Update or rebuild selected hierarchies
Alt+U	Update
Alt+R	Rebuild
Alt+C	Clear
Alt+P	Preserve

**Table 70** Keyboard Shortcuts for Drill-through Report Editor, Context Tab

<b>Keys</b>	<b>Element Name</b>
Alt+N	Name
Alt+D	Description

Keys	Element Name
Alt+I	Intersections
Alt+A	Add
Alt+G	Advanced Settings (applies to recursive hierarchies only)

## Drill-through Report Editor

**Table 71** Keyboard Shortcuts for Drill-through Report Editor, Report Contents Tab—Report Type: Relational

Keys	Element Name
Alt+R	Report Type: Relational
Alt+A	Add
Alt+P	Show duplicate records in report
Alt+D	User user-defined SQL
Alt+Q	Template SQL
Alt+L	Filter
Alt+V	Row governor
Alt+S	Test

**Table 72** Keyboard Shortcuts for Drill-through Template SQL Dialog Box

Keys	Element Name
Alt+S	Cube Schema
Alt+G	Get Standard SQL
Alt+Q	User-defined SQL
Alt+V	Validate
Alt+U	Update User-defined SQL

**Table 73** Keyboard Shortcuts for Drill-through Filter Dialog Box

Keys	Element Name
Alt+F	Formula
Alt+X	Filter Expression

**Table 74** Keyboard Shortcuts for Drill-through Report Testing Dialog Box

Keys	Element Name
Alt+S	Cube Schema
Alt+I	Column value for each intersection
Alt+R	Show result
Alt+M	Maximum rows to display
Alt+T	Resulting report

**Table 75** Keyboard Shortcuts for Drill-through Report Editor, Report Contents Tab—Report Type: URL

Keys	Element Name
Alt+U	Report Type: URL
Alt+L	URL
Alt+S	Sample URL Template
Alt+F	FDM URL Template
Alt+O	OBI URL Template

**Table 76** Keyboard Shortcuts for Drill-through Report Editor , Report Contents Tab—Report Type: Java Method

Keys	Element Name
Alt+J	Report Type: Java Method
Alt+C	Java Class Name
Alt+M	Java Method Name

**Table 77** Keyboard Shortcuts for Drill-through Report Editor, Associations Tab

Keys	Element Name
Alt+A	Select all Essbase models
Alt+R	Refresh Model List

## Cube Linkage

**Table 78** Keyboard Shortcuts for Update Cube Linkage and Cube Linkage Dialog Boxes

Keys	Element Name
Alt+P	Update all Essbase applications and databases to link to the current Studio Server (all Essbase instances must be started)
Alt+S	Stop all Essbase applications after the update



Keys	Element Name
Alt+D	Update selected Essbase application and database
Alt+U <b>Note:</b> You must first have selected an application and database, listed under Essbase Connections in the table.	Update
Alt+S	Essbase Studio Server
Alt+M	Essbase model name

## Essbase Studio Catalog Export/Import

**Table 79** Keyboard Shortcuts for Export Dialog Box

Keys	Element Name
Alt+N	File Name
Alt+D	File Description
Alt+W	Browse
Alt+C	File Contents
Alt+E	Export entire catalog
Alt+P	Export partial catalog (use the Add Button to select elements)
Alt+A, then M	Add, then Add Metadata
Alt+A, then D	Add, then Add Data Source
Alt+I	Include associated Essbase models with Cube Schemas

**Table 80** Keyboard Shortcuts for Import Dialog Box

Keys	Element Name
Alt+W	Browse
Alt+C	Check for elements and overwrite them
Alt+K	Check for elements but do not overwrite them
Alt+E	Do not check for elements; all elements are new

## EIS Catalog Migration

**Table 81** Keyboard Shortcuts for the EIS Catalog Migration Dialog Box

Keys	Element Name
Alt+E	EIS Catalog ODBC DSN

Keys	Element Name
Alt+U	User
Alt+P	Password
Alt+F	Fetch Models
Alt+N	New Data Source
Alt+B	Browse
Alt+F	In Select Folder dialog box: Create Folder
Alt+M	Migrate

## Find and Search

**Table 82** Keyboard Shortcuts for the Find Dialog Box

Keys	Element Name
Alt+F	Find
Alt+C	Match Case
Alt+W	Match Word
Alt+A	Apply to current selection

**Table 83** Keyboard Shortcuts for the Search Tab

Keys	Element Name
Alt+N	Name
Alt+T	Type
Alt+L	Look In
Alt+B	Browse
Alt+S	Search
Alt+C	Clear

After clicking Search or pressing Alt+S, if there are search results returned, press Tab to move focus to the Search Result portion of the Search tab, and navigate the search results. If there are no search results, you may not tab to the Search Results portion of the tab and this message appears: No elements found in search.

Refer to [Table 3, “Accessing Elements in the Metadata Navigator and Data Source Navigator,” on page 4](#), which contains instructions for navigating within a tree structure.

## Keyboard Shortcuts in the Minischema Editor

The tables in this section describe keyboard equivalents used in the Oracle Essbase Studio minischema editors.

- [Table 84, “Accessing Items on the Context Menu in a Minischema Diagram,” on page 35](#)
- [Table 85, “Accessing Additional Minischema Context Menu Items When a Minischema Table is Selected,” on page 35](#)

**Table 84** Accessing Items on the Context Menu in a Minischema Diagram

Keys	Action
Shift+F10	Activate the context menu.
Shift+F10, then S	Save the active minischema.
Shift+F10, then J	Launch the Add Join dialog box.
Shift+F10, then I	Launch the Add Joins by Inspection dialog box.
Shift+F10, then A (Add/Remove Tables command) Or Shift+F10, then P (Properties command) <b>Note:</b> Both of these commands access the same dialog box.	Launch the Properties dialog box for the minischema. (The Properties dialog contains one tab, the Add/Remove Tables tab.)
Shift+F10, then M Launches the Choose Folder dialog. Perform an action: <ul style="list-style-type: none"> <li>● Use the arrow keys to navigate to the folder where you want to add the metadata element created from the selected minischema table.</li> <li>● Alt+F to create a new folder to store the selected element.</li> </ul>	Add the selected item to the Metadata Navigator
Shift+F10, then L	Lay out the minischema in the work area.
Ctrl+=	Zoom in on, or enlarge the view of, the minischema.
Ctrl+-	Zoom out on, or reduce the view of, the minischema

**Table 85** Accessing Additional Minischema Context Menu Items When a Minischema Table is Selected

Keys	Action
Arrow keys	Move focus from one table to another in the minischema diagram
Shift+F10, then R	Remove selected table or join
Shift+F10, then N	Minimize the selected table in the minischema diagram
Shift+F10, then X	Maximize the selected minimized table in the minischema diagram
Shift+F10, then J	Add a join to the selected table

<b>Keys</b>	<b>Action</b>
Shift+F10, then I	Add joins by inspection to the selected table
Shift+F10, then A Or Shift+F10, then P	Launch the Edit Properties dialog box for the minischema (this is the Add/Remove Table command on the context menu)
Shift+F10, then down arrow key to Add to Metadata Navigator	Launch the Choose Folder dialog. Use the arrow keys to navigate to the folder where you want to add the metadata element created from the selected minischema table.
Shift+F10, then C	Display a drop-down list of colors, use arrow keys then press Enter to select a color
Shift+F10, then L	Automatically arrange, or lay out, the minischema in the work area.
Ctrl+=	Zoom in on, or enlarge the view of, the minischema.
Ctrl+-	Zoom out on, or reduce the view of, the minischema
Shift+F10, then V	Launch sample data in the work area for the selected table
Shift+F10, then P	Launch the Properties dialog box for the selected table



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