



BARD Express with Screen Reader

Keyboard Shortcuts

Keyboard commands, or hot keys, are available for various features and functions of BARD Express. Frequently used hot keys are listed below. Try them out!

Keyboard Commands

From Any Screen

Reset **Find Utility** to the default: **ALT + E**

Access account information: **ALT + F**

Access **About BARD Express**: **ALT + H + A**

Check for software updates: **ALT + H + C**

Access the **Getting Started Guide**: **ALT + H + G**

Increase font size: **ALT + V + F + Enter**

Decrease font size: **ALT + V + F + F + Enter**

Open **Previous Downloads** screen: **ALT + V + P + P + Enter**

Access your **Bookshelf**: **CTRL + B**

Access **Most Popular Books** list: **CTRL + D**

Open the **Change Preferred Format** dialog box: **CTRL + E**

Browse by **Series**: **CTRL + G**

Browse the **Magazine** collection: **CTRL + I**

Browse by **Subject**: **CTRL + J**

Access the **Main Menu**: **CTRL + M**

Go to **Manage Devices**: **CTRL + N**

Access **Preferences**: **CTRL + P**

Screen reader speaks title of current screen: **CTRL + Q**

Access **Recently Added Books and Magazines**: **CTRL + R**

Search **BARD**: **CTRL + S**

Open the **Download Status** screen: **CTRL + T**

Access your **Wish List**: **CTRL + W**

Go back one screen: **ESC**

Access BARD Express **Help** documents: **F1**

From Book Lists

View details of selected title: **ALT + B**

Copy to cartridge: **ALT + C**

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Download selected title(s): **ALT + D**

Filter results by subject: **ALT + I**

Load next page of results: **ALT + N**

Load previous page of results: **ALT + P**

Sort order: **ALT + T**

Add selected title to **Wish List**: **ALT + W**

Toggle between **Standard** and **Advanced** mode: **CTRL + L**

From Book Lists of Results

Open the filter: **ALT + I**

Access **Column Configuration**: **ALT + V + C**

Items per page: **ALT + V + I**

Sort: **ALT + T**

Find: **CTRL + F**

From Bookshelf

Delete a title from your bookshelf: **ALT + D**

From Help

Move to **Table of Contents**: **ALT + C**:

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Keyboard Shortcuts

Bring up an index of terms: **ALT + N**

Exit **Help** documents: **ALT + F4**

Search **Help** documents: **ALT + S**

Switch between **Table of Contents** screen and **Content** screen: **F6**

From Inside a Book Series or Magazine Title

Subscribe to a book series or magazine: **ALT + S**

Unsubscribe from a book series or magazine: **ALT + U**

From Wish List

Remove a title from your **Wish List**: **ALT + R**