

Summary of main keys and functions for operating Songpro

Key	Function
Esc	Clear projected display
Down Arrow	Next verse/slide in sequence
Up Arrow	Previous verse/slide in sequence
N	Next item in service plan
P	Previous item in service plan
Z	Toggle black screen (songs/liturgy)
B	Toggle black screen (PowerPoint)
X	Clear words but keep background image
C, B, E, 1, 2, 3, etc	Jump to Chorus, Bridge, End, Verse 1, 2, 3 etc
1, 2, etc (slide no.) +Return	Jump to PowerPoint slide number
R	Repeat song from beginning of sequence
[Decrease font size
]	Increase font size
M	Toggle message alert on/off
A	Sets attention flag for song
#	Force display of next verse / chapter of bible
\	Prepare to enter book – will display live
<First part of name of book>	Identifies book of bible
0-9	Chapter of book
. <fullstop>	Prepare to enter verse
F2	Toggle projector display on / off
F3	Toggle between computer / DVD or video
F4	Toggle between computer / video camera
F5	Change font colour to black
F6	Change font colour to blue
F7	Change font colour to turquoise
F8	Change font colour to light green
F9	Change font colour to orange
F10	Change font colour to white
F11	Change font colour to yellow
O	Return to original font colour