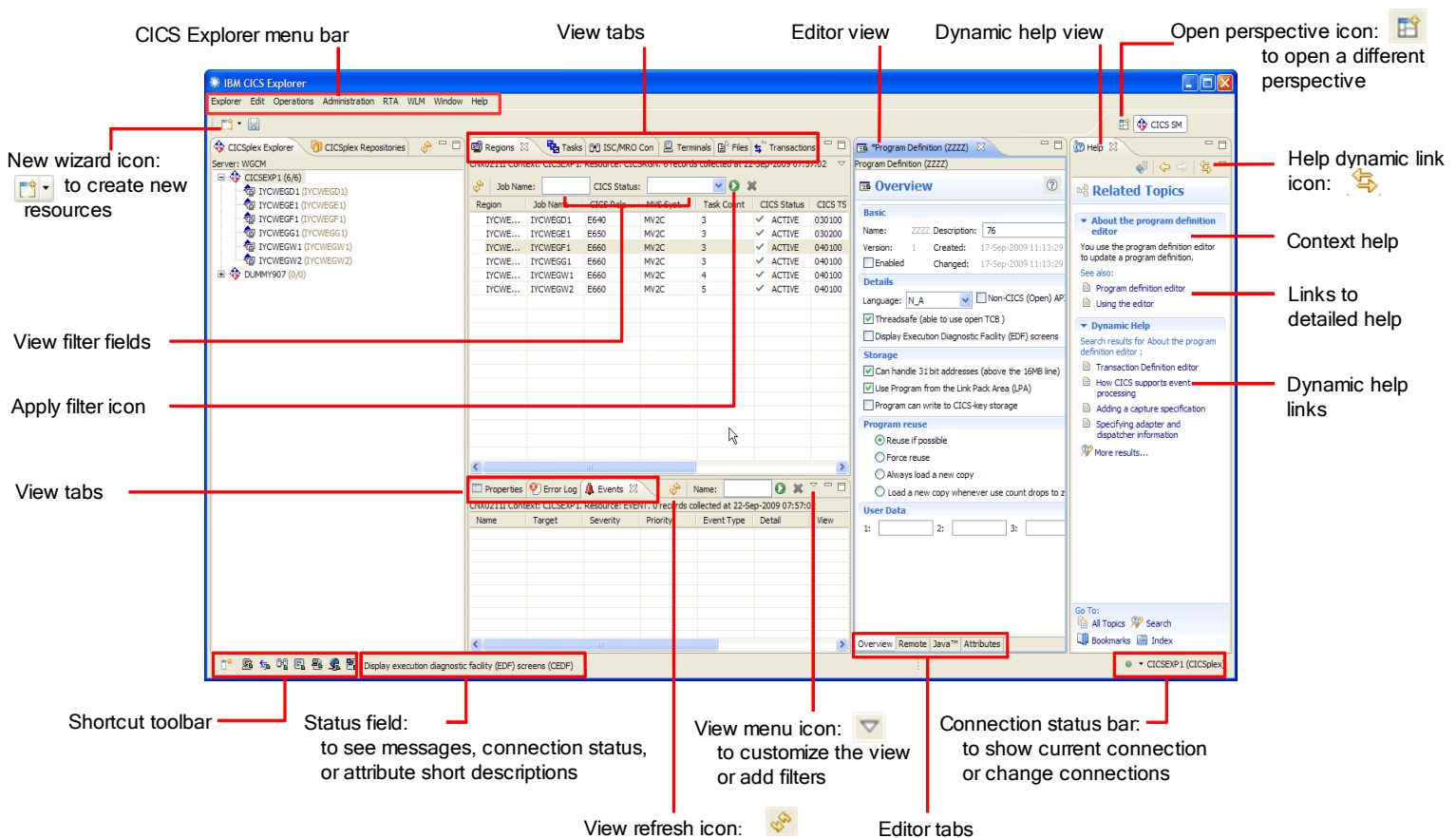# IBM® CICS Explorer™ Quick Reference

This quick reference provides you with a quick start to complement, rather than replace, the CICS Explorer User Guide.
To view the User Guide, click **Help > Help Contents** on the CICS Explorer menu bar.

Labels around the screenshot:
- CICS Explorer menu bar
- View tabs
- Editor view
- Dynamic help view
- Open perspective icon: to open a different perspective
- New wizard icon: to create new resources
- Help dynamic link icon:
- View filter fields
- Apply filter icon
- Context help
- Links to detailed help
- Dynamic help links
- View tabs
- Shortcut toolbar
- Status field: to see messages, connection status, or attribute short descriptions
- View menu icon: to customize the view or add filters
- Connection status bar: to show current connection or change connections
- View refresh icon:
- Editor tabs

Configuring a connection

• Open the Connections pane in the Preferences view. On the CICS Explorer menu bar, click **Window > Preferences**, click **Connections, and** then click **New** to create a new connection.

Labels: Type, Name, Host name, Port, User ID
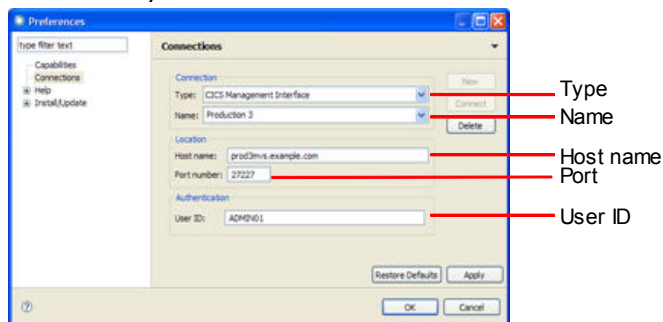
• Fill in the fields with your connection details:

Type: Choose **CICSPlex® SM Data Interface** for read-only connection to a CICS Version 3 or Version 4 CICSPlex SM WUI server, or **CICS® Management Interface** for connection to a CICS Version 4 CICSPlex SM WUI server or a single CICS region with update capability.

Name: A local name to identify the connection.

Host Name: The TCP/IP host name of your CICSPlex SM WUI server or your stand-alone CICS region.

Port Number: The port used to access the server.

User ID: Your authorized user ID for the system.

• Click **Apply** and then click **Connect**.

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Working with views

• **Open a resource view:** From the CICS Explorer menu bar, click the type of view (Operations, Administration, WLM, or RTA) and click the view name from the list provided

• **Reorder the columns in a view:** You can move the columns using drag and drop. Just drag a column to a new position.

• **Add or remove columns (attributes) in a view:** Click the **view** menu icon, click **Customize Columns**. Select one or more attributes and click the buttons to add to, or remove from, the current view.

• **Filter the information I see in a view:** Click the **view** menu icon, hover over **Choose filter attributes**. Click an attribute to select it and a filter box is displayed in the view. Enter the filter text (including wildcards) in the box and click the **Apply filter** icon.

• **Refresh the view contents:** Click the **view refresh** icon for the active view

• **Move a view:** Click the view tab. Drag the view to a new position in the workbench. You can also drag it out of the workbench and open it in a new window.

Working with editors

• **Open an editor:** Either double-click the resource that you want to edit, or right-click and click **Open**. The resource editor opens.

• **See all attributes in one page:** The **Attributes** tab is available in every editor. It shows all the attributes in one page.

Editors continued

• **Change an attribute in the Attributes tab:** Click the attribute value. The value is highlighted. Overtype or use the menu to select a new value (only for CICS TS Version 4 or later).

• **Change an attribute in a rich editor tab:** The rich editor tabs present the attributes with additional details to assist you when updating the values. You can use the radio buttons, scroll bars, or text fields to enter your data. Clicking a field or button and pressing the Help key shows the help for the attribute selected.

Working with perspectives

• **Save my workbench layout:** You might decide that you want a specific layout for operational views and a different one for administration views. When you have got a layout that you want to keep, you can save it as a perspective. On the CICS Explorer menu bar, click **Window > Save Perspective As**, choose a name for the perspective, and click **OK**.

• **Open a different perspective:** To open a different perspective, click the **Open Perspective** icon, click **Other**, select a perspective, and click **OK**.

• **Reset my perspective:** If you have changed the layout of a perspective but not saved it, you can reset it to the saved layout. On the CICS Explorer menu bar, click **Window > Reset Perspective** and then click **OK** to confirm .

Working with resources

• **See all the BAS resources in the data repository:** In the CICSplex Explorer view, select the CICSplex. The resource views display all resources in the CICSplex.

• **See all the CSD resources in a CICS system:** In the CICSplex Explorer view, select the CICS system. The resource views display all resources in the selected CICS system (only for CICS TS Version 4 or later).

• **See all the CSD groups in a CICS system:** Open the Resource Group Definition view(**Administration > Resource Group Definitions**). In the CICSplex Explorer view or the CICSplex repositories view, click a CICS system. The CSD groups are displayed in the Resource Group Definition view (only for CICS TS Version 4 or later).

• **See all file definitions in a CICS group:** Select a CSD group in the Resource Group definitions view or the CICSplex repositories view. Select or open the File Definitions view (only for CICS TS Version 4 or later).

• **See all the attributes for a specific resource:** Click the resource in the resource view and then click the **Properties** view tab. The Properties view displays all the attributes for the selected resource.

• **Perform an action against a resource:** Open a resource view, select a resource and right-click. Click the action to perform against the resource.

• **Create a new resource: 1** Click the **New Wizard** icon. Select the type of resource to create or click **Other** to show more resource types. Enter the required information and click **Finish**.

• **Create a new resource: 2** Open the resource view for the type of resource that you want to create. Right-click anywhere in the view. Click **New**. Enter the required information and click **Finish**.

• **Create a new resource: 3** In the CICSplex repositories view, click the resource group, CICS system, or CICS group where you want to create the resource. Right-click, click **New**. Select the type of resource to create or click **Other** to show more resource types. Enter the required information and click **Finish**.

What help is available?

• **View help:** Click anywhere in a view and press F1 (Ctrl-F1 on Linux) to display the context (outline) help for the view.

• **Detailed view help:** Click the link directly below the context help for detailed help on the view. Alternatively, open the Help Contents (see below) to see all the CICS Explorer help topics.

• **Attribute help:** Select an attribute in either the Properties view or an Editor view and press F1 (Ctrl-F1 on Linux). Detailed help for the selected attribute is displayed.

• **Help contents:** The Help Contents view contains a hierarchy of all the help topics arranged in a tree. From the CICS Explorer menu bar, click **Help > Help Contents** to display the help in a new window.

• **Dialog help:** Click the help icon to get help for the dialog.

Getting help

• **Search for help: 1** In the Help Contents view, enter your search expression in the text field at the top of the view and click **Go**. This searches all topics in the Help Contents.

• **Search for help: 2** From the CICS Explorer menu bar, click **Help > Search**. The search pane opens in the Dynamic Help view. Enter your search expression and click **Go**. .

• **Extend the search scope:** You can extend the search scope to the Web or a remote information center. Details are in the Help Contents topic: **CICS Explorer user Guide > Tasks > getting help > Searching for help > Setting the search scope.**

• **Link the help to the current view:** Open the Dynamic Help view and click the **Help dynamic link** icon to dynamically link the help to the selected attribute, so that, when you click a different attribute, the help changes without having to press the help key.

Shortcut keys

Close editor	Ctrl +W
Close all editors	Ctrl +Shift +W
Copy	Ctrl +C
Help	F1 (Windows) or Ctrl +F1 (Linux)
Last edit location	Ctrl +Q
Maximize active view or editor	Ctrl +M
New	Ctrl +N
Next editor	Ctrl +F6
Next perspective	Ctrl +F8
Next view	Ctrl +F7
Open resource	Ctrl +Shift +R
Paste	Ctrl +V
Previous editor	Ctrl +Shift +F6
Previous perspective	Ctrl +Shift +F8
Quick access	Ctrl +3
Quick switch editor	Ctrl +E
Redo	Ctrl +Y
Refresh	F5
Save	Ctrl +S
Select all	Ctrl +A
Show shortcut keys	Ctrl +Shift +L
Show system menu	Alt +-
Show view	Alt +Shift +Q, Q
Show view (Error log)	Alt +Shift +Q, L
Show view (Outline)	Alt +Shift +Q, O
Show view (Problems)	Alt +Shift +Q, X
Show view menu	Ctrl +F10
Switch to editor	Ctrl +Shift +E
Undo	Ctrl +Z