

Fast Entry Commands

These "commands" can be used in the Command line of the Fast Entry feature:

Task/Information	Command	Examples
Author of an article	author	author:mkr („mkr“ ist he code of a user) mkr (you can actually omit the „author:“ and just type the user’s code – if Desk-Net recognizes this code it will automatically set it as the author)
Text	text	text OR text:mkr (in case you want to assign the text task to user „mkr“)
Picture	picture, photo, image	picture OR picture:[user code]
Picture gallery	gallery	gallery OR gallery:[user code]
Graphic	graphic, illustration	graphik OR graphic:[user code]
Video	video, film	video OR video:[user code]
Audio	audio, mp3, podcast	audio OR audio:[user code]
Poll	poll	poll OR poll:[user code]
Event date	date	date:25.06.2008
Event start time	from, start	from:15:00 or just enter the start time like 15:30 or 15
Event end time	end, until	end:16:30
Type (e.g. „Cover story“)	type	type:[type]
Delivery date	proddate	proddate:23.10.2008
Delivery time	prodtime	prodtime:16:45
Publishing date	pubdate	pubdate:18.02.2008
Publishing time	pubtime	pubtime:18:30

Additional remarks:

- _ The names of all formats not mentioned above such as "sweepstake" are also valid as a Fast Entry command
- _ If you want to assign a task to a user add a ":" right behind the command and then the user’s code. Example: video:mkr
- _ Commands are case-insensitive (e.g. „PictUre“ is the same as „picture“)
- _ Separate individual commands with a blank (e.g. "picture start:15:30")
- _ You enter commands in any order (e.g. "picture video" is the same as "video picture")