

TraceFinder Shortcut Menus Quick Reference Guide

This quick reference guide describes the right-click shortcut menus available in the Thermo TraceFinder™ analytical software version 3.0.

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Acquisition Mode

The following views in the Acquisition mode include shortcut menus:

- [Sample Definition View](#)
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Sample Definition View

By right-clicking anywhere in the Sample Definition view, you can use the shortcut menu commands to create a sample list.

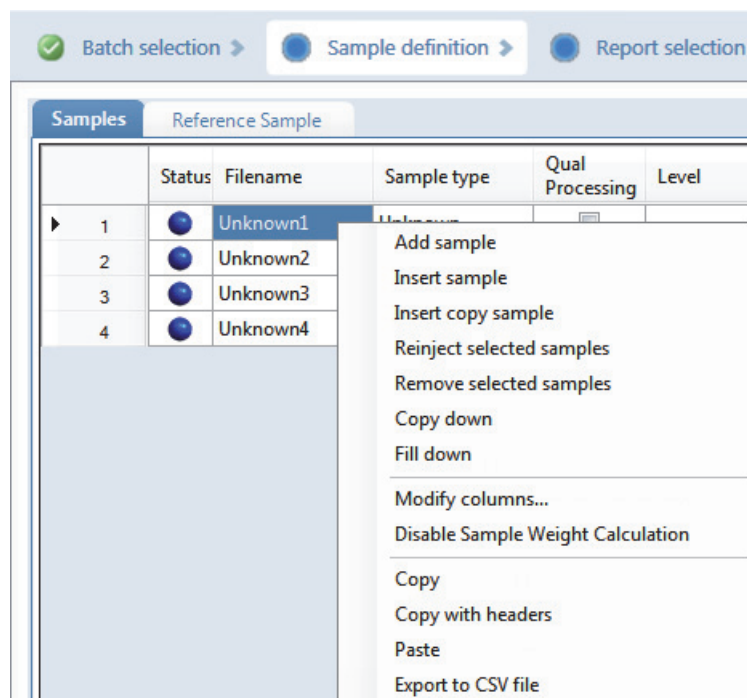


Table 1. Sample Definition view shortcut menu commands (Sheet 1 of 2)

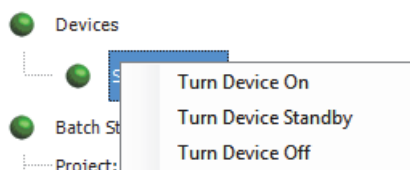
Command	Description
Add Sample	Adds an empty row to the sample grid.
Insert Sample	Inserts an empty row to the sample grid above the selected row.
Insert Copy Sample	Copies the currently selected row and inserts a copy above the row.

Table 1. Sample Definition view shortcut menu commands (Sheet 2 of 2)

Command	Description
Reinject Selected Samples	Creates a copy of the selected sample or samples and appends INJ001 to the end of the file name. Additional reinjections of the same sample are numbered INJ002, INJ003, and so forth.
Remove Selected Samples	Removes the selected samples from the sample grid.
Copy Down	Copies the value in the selected row to all rows below it. This command is available only when you have selected a value that can be copied down.
Fill Down	Enters sequential values in the column starting with the value in the selected row and ending with the last row in the column. This command is available only when you have selected a value that can be filled down.
Modify Columns	Opens the Modify Columns dialog box to choose which columns to display and to change their display order.
Enable/Disable Sample Weight Calculation	Displays or hides the Sample Volume, Dilution Factor, Sample Weight, Calculation Type, and Final Units columns.
Copy	Copies the data in the selected rows or columns to the Clipboard. Use this command to copy sample information to another application, such as a Microsoft™ Excel™ spreadsheet. You cannot paste this data back into the Acquisition mode sample list.
Copy With Headers	Copies the data in the selected rows or columns and the associated column headers to the Clipboard. Use this command to copy sample information to another application, such as an Excel spreadsheet. You cannot paste this data back into the method development compound list.
Paste	Pastes a column of copied data from another application, such as an Excel spreadsheet, into the selected column.
Undo Last Paste	Removes the last pasted item in the Acquisition mode sample list.
Export to CSV File	Opens the Save As dialog box to save the batch to a CSV file.

Finish View

By right-clicking a device name in the Finish view, you can use the shortcut menu commands to specify a device state for your configured instruments.

**Table 2.** Finish view shortcut menu commands

Command	Description
Turn Device On	Keeps the system in the On state when the current run finishes, so you can begin another run without waiting. All power and flows are maintained at operational levels. Default: On
Turn Device Standby	Keeps the system in the Standby state when the current run finishes, so you can begin another run with only a short delay between runs.
Turn Device Off	Keeps the system in the Off state when the current run finishes. The Off state indicates that all power to the instrument, which the TraceFinder application can control, is turned off. This includes power to all heaters and subassemblies, but in some cases not all subassemblies.

Real Time Status Pane

By right-clicking the name of a queue, batch, or sample on the Queues page in the Real Time Status pane, you can use the shortcut menu commands to control the Acquisition and Processing queues.

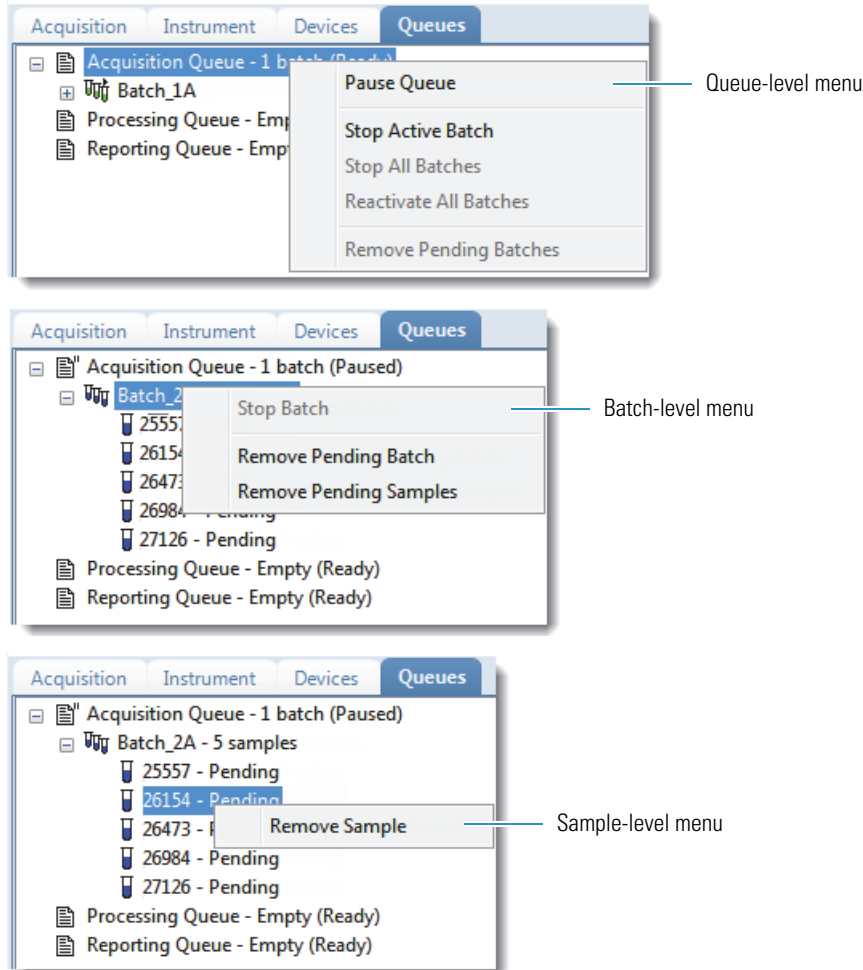


Table 3. Queues page shortcut menu commands

Command	Description
Queue-level command	
Pause Queue	After the current sample is complete, the application pauses the specified queue. This affects only the selected queue.
Stop Active Batch	Removes all pending samples from the specified queue. This does not affect the active sample.
Stop All Batches	Removes all pending samples and batches from the specified queue. This does not affect the active sample.
Reactivate All Batches	Returns all paused batches to active status.
Remove Pending Batches	Removes all pending batches from the specified queue. The active batch is not affected.
Batch-level command	
Stop Batch	After the current sample is complete, the application removes all samples in the selected batch.
Remove Pending Batch	Removes all samples from the selected pending batch.
Remove Pending Samples	Removes all pending samples from the selected batch.
Sample-level command	
Remove Sample	After the current sample is complete, the application removes the selected sample from the batch.

Analysis Mode

Batch View

The following views in the Analysis mode include shortcut menus:

- [Batch View](#)
- [Sample View](#)
- [Project Administration View](#)

The following shortcut menus are available on the Batch View:

- [Sample List Menu](#)
- [Automated Batch Reports Menu](#)

Sample List Menu

By right-clicking anywhere in the sample list pane, you can use the shortcut menu commands to add, insert, or remove samples.

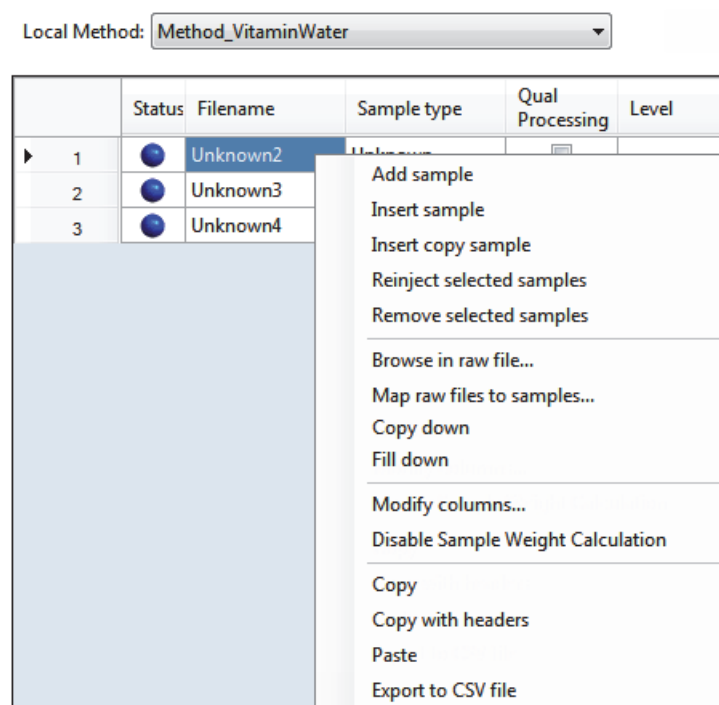


Table 4. Sample list pane shortcut menu commands (Sheet 1 of 2)

Command	Description
Add Sample	Adds an empty row to the sample grid.
Insert Sample	Inserts an empty row to the sample grid above the selected row.
Insert Copy Sample	Copies the currently selected row and inserts a copy above the row.
Reinject Selected Samples	Creates a copy of the selected sample or samples and appends INJ001 to the end of the file name. Additional reinjections of the same sample are numbered INJ002, INJ003, and so forth.
Remove Selected Samples	Removes the selected samples from the sample grid.
Browse in Raw File	Opens a dialog box where you can select a raw data file to use for the sample row. You can also browse in multiple raw data files to create multiple samples.
Map Raw Files to Samples	Opens a dialog box to select raw data files to use for the sample rows.
Copy Down	Copies the value in the selected row to all rows below it. This command is available only when you have selected a value that can be copied down.

Table 4. Sample list pane shortcut menu commands (Sheet 2 of 2)

Command	Description
Fill Down	Enters sequential values in the column starting with the value in the selected row and ending with the last row in the column. This command is available only when you have selected a value that can be filled down.
Modify Columns	Opens the Modify Columns dialog box to choose which columns to display and to change their display order.
Enable/Disable Sample Weight Calculation	Displays or hides the Sample Volume, Dilution Factor, Sample Weight, Calculation Type, and Final Units columns.
Copy	Copies the data in the selected rows or columns to the Clipboard. Use this command to copy sample information to another application, such as an Excel spreadsheet. You cannot paste this data back into the Acquisition mode sample list.
Copy With Headers	Copies the data in the selected rows or columns and the associated column headers to the Clipboard. Use this command to copy sample information to another application, such as an Excel spreadsheet. You cannot paste this data back into the method development compound list.
Paste	Pastes a column of copied data from another application, such as an Excel spreadsheet, into the selected column.
Undo Last Paste	Removes the last pasted item in the Batch View.
Export to CSV File	Opens the Save As dialog box where you can save the current sample list to a CSV file.

Automated Batch Reports Menu

By right-clicking a selected or cleared check box in a report format column in the Automated Batch Reports pane, you can use the shortcut menu commands to quickly specify report formats for automated reports.

Automated Batch Reports

	Report Name	Type	Print	Create PDF	Create XML	Create XLSM
1	Chromatogram Report	Standard	☒			
2	Confirmation Report	Standard	☐			

Table 5. Automated Batch Reports pane shortcut menu commands

Command	Description
Copy Down	Copies the value in the selected row to all applicable rows below it. This action applies only to report types for which this output format is available. This command is available on both the Sample Level and Batch Level pages.
Apply Selection(s) to All Samples	Duplicates the output format for all samples in the batch. This action applies only to report types where this output format is available. This command is not available on the Batch Level page.

Sample View

The following shortcut menus are available on the Sample View page in Data Review:

- [Quan Peak Page Menu](#)
- [Confirming Ions Page Menu](#)

Quan Peak Page Menu

By right-clicking anywhere on the Quan Peak page, you can use the shortcut menu commands to control the display of the quantitative peaks.

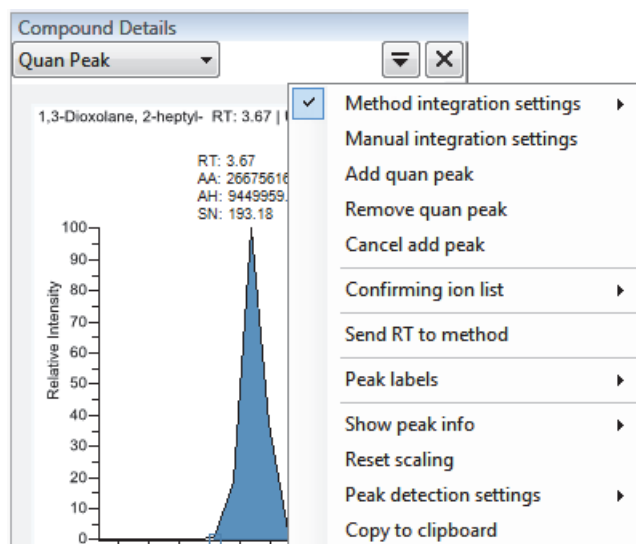


Table 6. Quan Peak page shortcut menu commands

Command	Description
Method Integration Settings	Use Local Method Peak Detection Settings: Applies the local method integration settings to the selected compound. Use User Peak Detection Settings: Applies the user-customized method integration settings to the selected compound.
Manual Integration Settings	Displays the manual integration settings.
Add Quan Peak –or– Remove Quan Peak –or– Cancel Add Peak	Adds a quantitation peak, removes a peak, or cancels an add peak operation in progress.
Confirming Ion List	Lists confirming ions for all quantitative peaks, including any ions with coelution failure. Not available for analog compounds.
Send RT to Method	Sets the current retention time as the expected retention time for the compound in the local method.
Peak Labels	Displays or hides the peak labels (Label Area, Label Retention Time, Label Height, or Label Signal to Noise).
Show Peak Info	Displays peak information for the selected compound.
Reset Scaling	Resets the original scaling after a zoom operation.
Peak Detection Settings	Edit Local Method Peak Detection Settings: Makes changes to the selected compound for all samples in this batch. Edit User Defined Peak Detection Settings: Makes changes to the selected compound for only the selected sample. The TraceFinder application saves these changes with the batch and stops applying the local method detection settings to the compound for this sample only.
Copy to Clipboard	Copies the graphic display to the Clipboard.

Confirming Ions Page Menu

By right-clicking anywhere on the Confirming Ions page, you can use the shortcut menu commands to control the display of the confirming ion peaks.

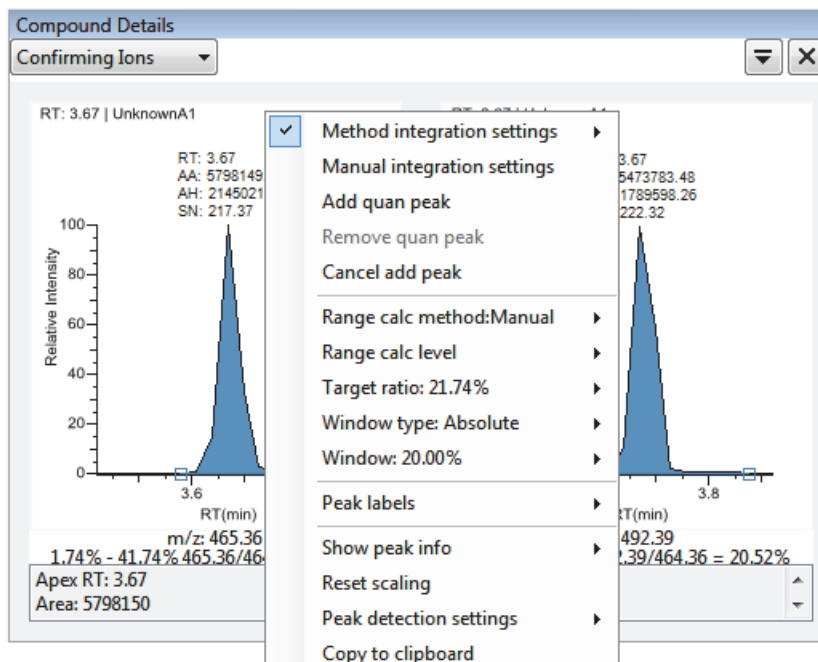


Table 7. Confirming Ions page shortcut menu commands

Command	Description
Method Integration Settings	Displays the method integration settings.
Manual Integration Settings	Displays the manual integration settings.
Add Quan Peak –or– Remove Quan Peak –or– Cancel Add Peak	Adds a quantitation peak, removes a peak, or cancels an add peak operation in progress.
Range Calc Method	Selects the method used to calculate the ion ratio range windows: Manual, Average, Weighted Average, or Level.
Range Calc Level	Displays the range based on the calibration level.
Target Ratio	Specifies the theoretical ratio of the confirming ion's response to the quantification ion's response.
Window Type	Specifies the Absolute or Relative calculation approach for determining the acceptable ion ratio range.
Window	Specifies the acceptable ion ratio range as a percentage.
Peak Labels	Displays or hides the peak labels (Label Area, Label Retention Time, Label Height, or Label Signal to Noise).
Show Peak Info	Displays peak information for the selected compound.
Reset Scaling	Resets the original scaling after a zoom operation.
Peak Detection Settings	Opens the Peak Detection Settings dialog box for the selected compound.
Copy to Clipboard	Copies the graphic display to the Clipboard.

Project Administration View

By right-clicking the name of a project or subproject in the Project Administration view, you can use the shortcut menu commands to organize your batch folders.

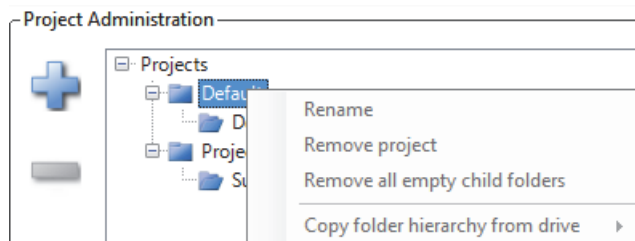


Table 8. Project Administration view shortcut menu commands

Command	Description
Rename	Selects the project or subproject name for editing.
Remove Project	Removes the selected project or subproject.
Remove All Empty Child Folders	Removes all folders that contain no subfolders or files. You cannot undo this command.
Copy Folder Hierarchy from Drive	Copies the hierarchy of the selected drive and creates a Projects folder hierarchy that matches that of the selected drive.

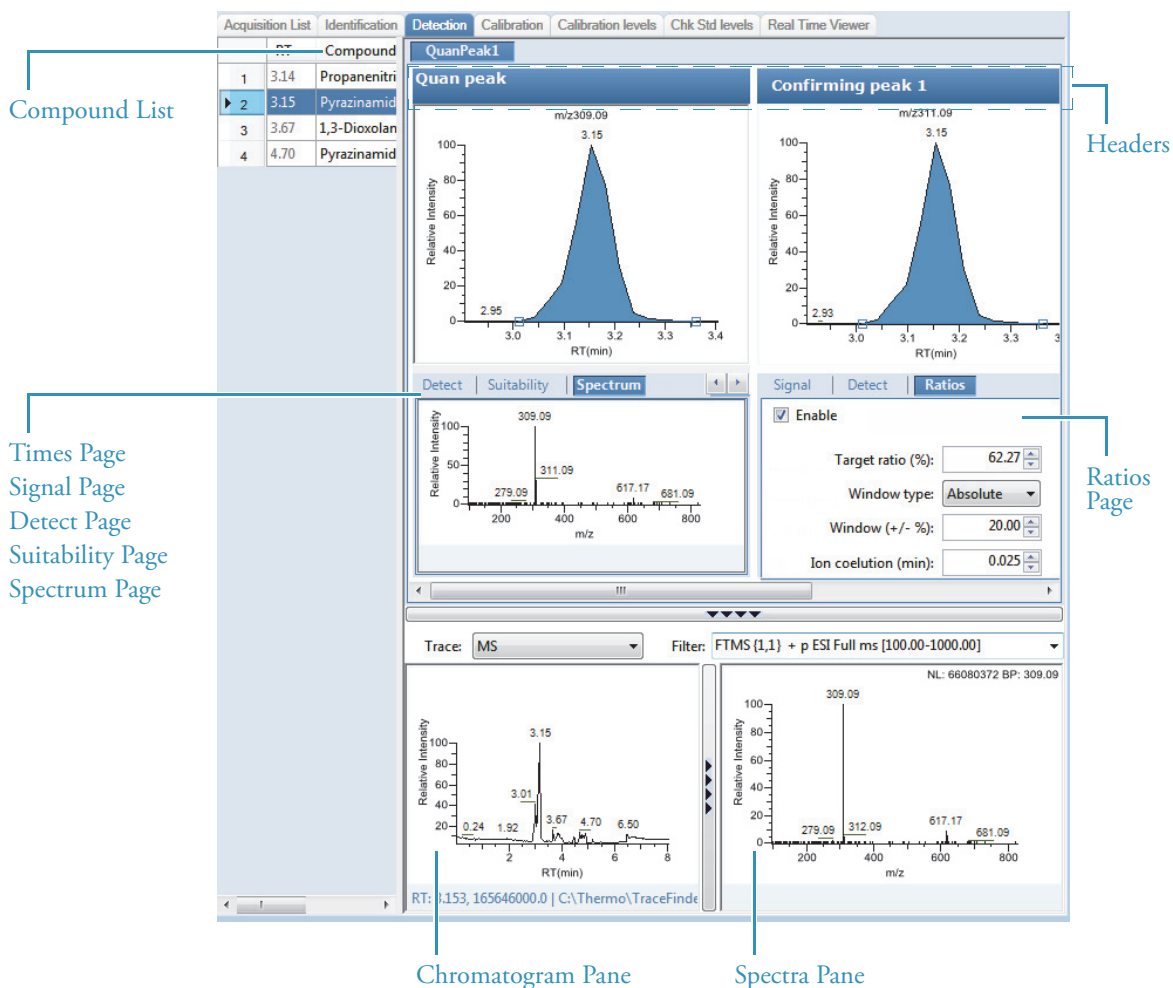
Method Development Mode

Compounds Page

For quantitation methods only, the following pages in the Master Method view of the Method Development mode include shortcut menus:

- Compounds Page
- QAQC Page
- Development Batch View

Several shortcut menus are available from the Compounds page in the Master Method view.



Compound List

By right-clicking anywhere in the compound list pane, you can use the shortcut menu commands to manage, copy, and export compounds. The compound list shortcut menu is available for all compound lists on the following Compounds pages: Identification, Detection, Calibration, Calibration Levels, and Chk Std Levels.

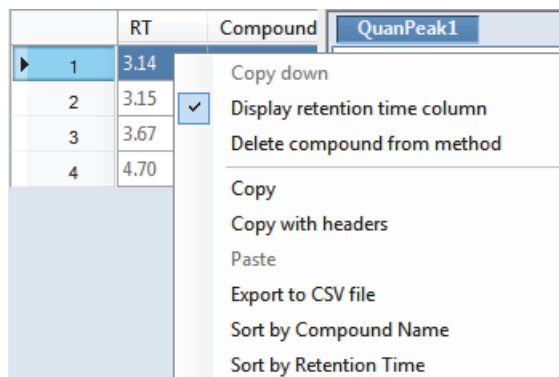


Table 9. Compound list shortcut menu commands

Command	Description
Copy Down	Copies the value in the selected row to all rows below it. This command is available only when you have selected a value that can be copied down.
Display Retention Time Column	Displays or hides the RT column in the compound list.
Delete Compound from Method	Removes the selected compound from the current master method.
Copy	Copies the data in the selected rows or columns to the Clipboard. Use this command to copy compound information to another application, such as an Excel spreadsheet. You cannot paste this data back into the method development compound list, but you can paste this copied data into other areas of the TraceFinder application.
Copy With Headers	Copies the data in the selected rows or columns and the associated column headers to the Clipboard. Use this command to copy sample information to another application, such as an Excel spreadsheet. You cannot paste this data back into the method development compound list.
Paste	Pastes a column of copied data from another application, such as an Excel spreadsheet, into the selected column. The pasted data must be valid data for the selected column.
Undo Last Paste	Removes the last pasted item in the method development compound list.
Export to CSV File	Opens the Save As dialog box where you can save the current compound list to a CSV file.
Sort by Compound Name	Sorts the compounds alphabetically from A to Z.
Sort by Retention Time	Sorts the compounds from shortest retention time to longest retention time.
The following commands are available only on the Identification page shortcut menu:	
Add This Compound to CDB	Adds the selected compound to the compound database. When the compound already exists in the compound database, the TraceFinder application updates the compound database with the current compound information.
Add All Compounds to CDB	Adds all compounds in the current method to the compound database. When any of these compounds already exist in the compound database, the TraceFinder application updates the compound database with the current compound information.

Headers

By right-clicking the header bar in the quantitative peak and confirming peak panes, you can use the shortcut menu commands to add, swap, or remove peaks. You can also add a quantitative or confirming peak to the Real Time Status pane when you perform acquisition in the Acquisition mode or when you acquire a development batch in the Method Development mode.

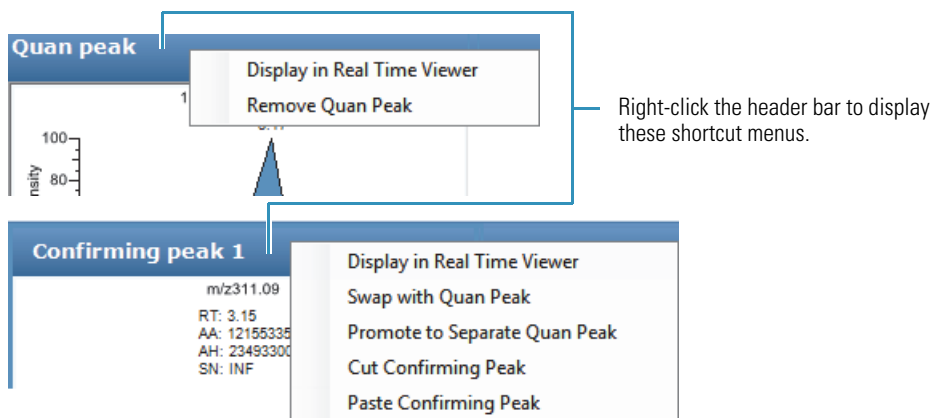


Table 10. Headers shortcut menu commands

Command	Description
Display in Real Time Viewer	Adds the quantitative peak or confirming peak to the Real Time Status pane.
Remove Quan Peak	Removes the selected quantitative peak. If there is only one quantitative peak, a message warns that you are removing the entire compound.
Swap with Quan Peak	Replaces the quantitative peak with the confirming ion peak.
Promote to Separate Quan Peak	Sets the confirming peak as an additional quantitative peak.
Cut Confirming Peak	Removes the selected confirming peak.
Paste Confirming Peak	Pastes a previously cut confirming peak.

Times Page

By right-clicking anywhere on the Times page, you can use the shortcut menu commands to copy window settings for the selected peak to all peaks in the compound or to all peaks in the method.

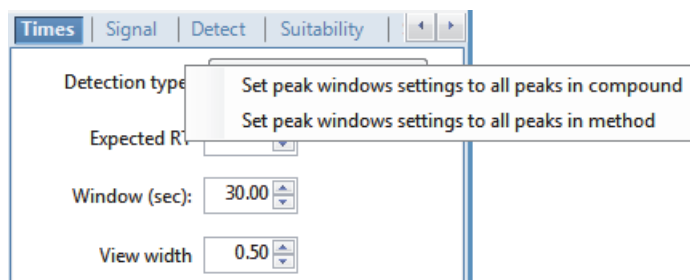


Table 11. Times page shortcut menu commands

Command	Description
Set Peak Windows Settings to All Peaks in Compound	Applies the View Width and Window values to all peaks for the compound and updates the compound. Available only when a compound has multiple quantitative peaks.
Set Peak Windows Settings to All Peaks in Method	Applies the View Width and Window values to all peaks for the method and updates the method.

Signal Page

By right-clicking anywhere on the Signal page, you can use the shortcut menu commands to copy filter options for the selected peak to all peaks in the compound or to all peaks in the method.

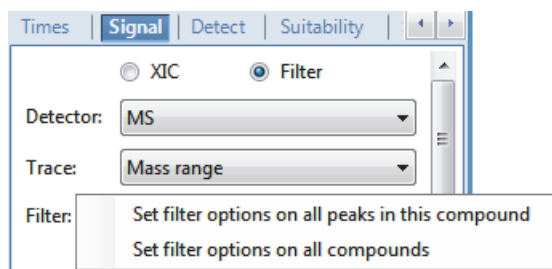


Table 12. Signal page shortcut menu commands

Command	Description
Set Filter Options on All Peaks in This Compound	Applies the filter settings for the selected peak to all other peaks in the compound.
Set Filter Options on All Compounds	Applies the filter settings for the selected peak to all other peaks in the method.

Detect Page

By right-clicking anywhere on the Detect page, you can use the shortcut menu commands to copy detect settings for the selected peak to all peaks in the compound or to all peaks in the method.

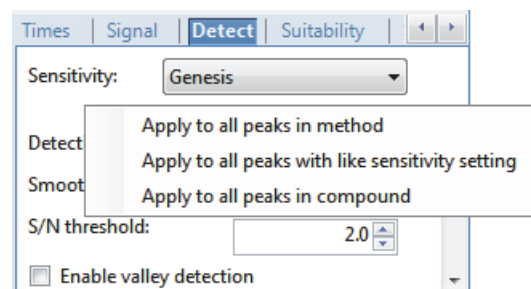


Table 13. Detect page shortcut menu commands

Command	Description
Apply to All Peaks in Method	Updates all compounds in the method with the current settings on the Detect page. These updates apply to both quantitative and confirming ion peaks.
Apply to All Peaks with Like Sensitivity Setting	Uses the current settings on the Detect page to update all compounds in the method that use the Genesis sensitivity mode. These updates apply to both quantitative and confirming ion peaks that use the Genesis sensitivity mode.
Apply to All Peaks in Compound	Updates all peaks in the current compound with the current settings on the Detect page. These updates apply to both quantitative and confirming ion peaks.

Suitability Page

By right-clicking anywhere on the Suitability page, you can use the shortcut menu commands to copy suitability settings for the selected peak to all peaks in the compound or to all peaks in the method.

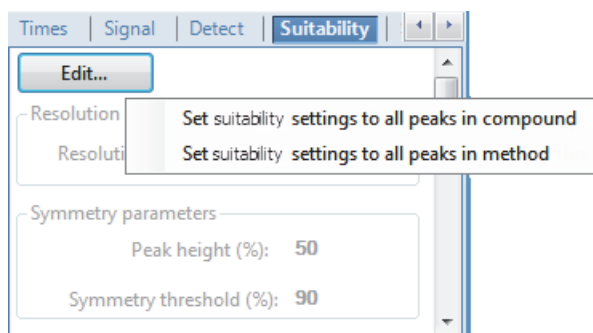


Table 14. Suitability page shortcut menu commands

Command	Description
Set Suitability Settings to All Peaks in Compound	Copies the suitability settings to all quantitative peaks for the compound and updates the compound. Available only when a compound has multiple quantitative peaks.
Set Suitability Settings to All Peaks in Method	Copies the suitability settings to all quantitative peaks for the method and updates the method.

Spectrum Page

By right-clicking anywhere on the Spectrum page, you can use the shortcut menu commands to add and modify quantitative peaks and confirming ions.

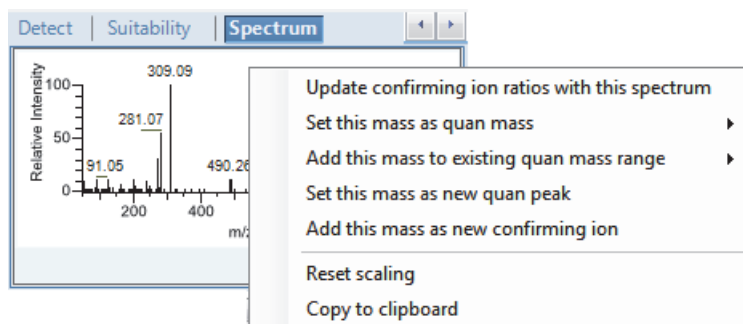


Table 15. Spectrum page shortcut menu commands

Command	Description
Update Confirming Ion Ratios with This Spectrum	Updates the confirming ion ratios by using the selected peak.
Set This Mass as Quan Mass	Adds the quantitation mass of the selected ion to the quantitation mass used for the quantitative peak. You can choose whether to update the ion ratios by using this reference spectrum.
Add This Mass to Existing Quan Mass Range	Adds the selected mass to your existing quantitation mass range. You can choose to update the ion ratios to adjust the confirming ion comparisons to the new summed quantitative peak signal.
Set This Mass as New Quan Peak	Adds a new quantitative peak to an existing compound.
Add This Mass as New Confirming Ion	Adds one or more confirming ions to an existing compound.
Reset Scaling	Returns the chromatogram or spectrum display to its original size.
Copy to Clipboard	Copies the graphic display to the Clipboard.

Ratios Page

By right-clicking anywhere on the Ratios page, you can use the shortcut menu commands to apply ion ratio settings to other peaks in the compound or method.

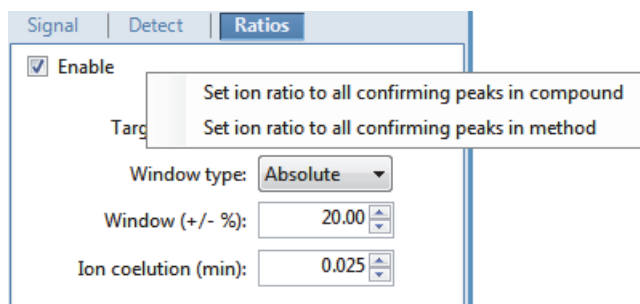


Table 16. Ratios page shortcut menu commands

Command	Description
Set Ion Ratio to All Confirming Peaks in Compound	Copies the Window Type, Window, and Ion Coelution values to all confirming ion peaks for the compound and updates the compound. Available only when a compound has multiple confirming ion peaks.
Set Ion Ratio to All Confirming Peaks in Method	Copies the Window Type, Window, and Ion Coelution values to all quantitative peaks for the method and updates the method.

Chromatogram Pane

By right-clicking anywhere in the Chromatogram pane, you can use the shortcut menu commands to add a compound or quantitative peak to a method.

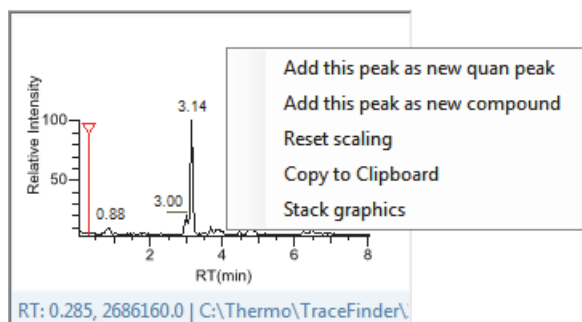


Table 17. Chromatogram pane shortcut menu commands

Command	Description
Add This Peak as New Quan Peak	Adds the selected peak to the selected compound and displays the quantitation peak information for the compound.
Add This Peak as New Compound	Opens the Add New Compound dialog box to choose the compound to add to the method.
Reset Scaling	Returns the chromatogram display to its original size.
Copy to Clipboard	Copies the graphic display to the Clipboard.
Show Graphics Side by Side	Displays the Chromatogram and Spectra panes side by side.
—or—	—or—
Graphics	Stacks the Chromatogram pane above the Spectra pane.

Spectra Pane

By right-clicking anywhere in the Spectra pane, you can use the shortcut menu commands to add compounds and quantitative peaks to a method.

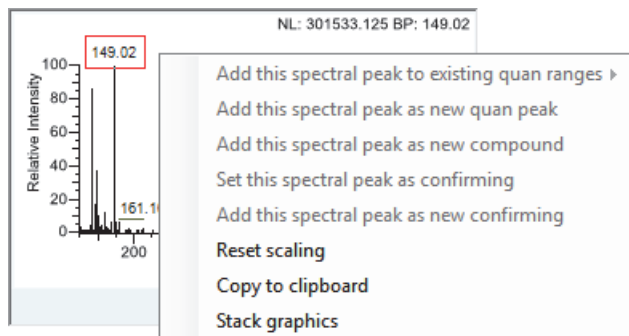


Table 18. Spectra pane shortcut menu commands

Command	Description
Add This Spectral Peak to Existing Quan Ranges	Prompts you to update the ion ratios or not update the ion ratios, and then adds the selected peak to the existing quantitation mass ranges.
Add This Spectral Peak as New Quan Peak	Adds the selected peak as a new quantitative peak for the selected compound.
Add This Spectral Peak as New Compound	Opens the Add New Compound dialog box to choose the compound to add to the method.
Set This Spectral Peak as Confirming	Sets the selected peak as the confirming peak.
Add This Spectral Peak as New Confirming	Adds the confirming ion to the selected quantitative peak.
Reset Scaling	Returns the spectrum display to its original size.
Copy to Clipboard	Copies the graphic display to the Clipboard.
Show Graphics Side by Side	Displays the Chromatogram and Spectra panes side by side.
–or–	–or–
Stack Graphics	Stacks the Chromatogram pane above the Spectra pane.

QAQC Page

By right-clicking anywhere on the QAQC page, you can use the shortcut menu commands to manage, copy, and export compounds.

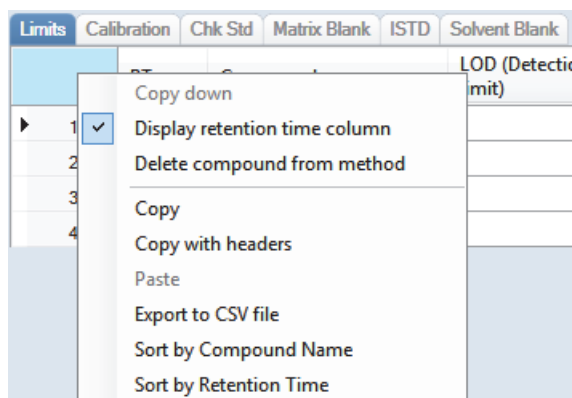


Table 19. QAQC page shortcut menu commands

Command	Description
Copy Down	Copies the value in the selected row to all rows below it. This command is available only when you have selected a value that can be copied down.
Display Retention Time Column	Displays or hides the RT column in the compound list.
Delete Compound from Method	Removes the selected compound from the current master method.
Copy	Copies the data in the selected rows or columns to the Clipboard. Use this command to copy compound information to another application, such as an Excel spreadsheet. You cannot paste this data back into the method development compound list, but you can paste this copied data into other areas of the TraceFinder application.
Copy With Headers	Copies the data in the selected rows or columns and the associated column headers to the Clipboard. Use this command to copy sample information to another application, such as an Excel spreadsheet. You cannot paste this data back into the method development compound list.
Paste	Pastes a column of copied data from another application, such as an Excel spreadsheet, into the selected column. The pasted data must be valid data for the selected column.
Undo Last Paste	Removes the last pasted item in the method development compound list.
Export to CSV File	Opens the Save As dialog box where you can save the current compound list to a CSV file.
Sort by Compound Name	Sorts the compounds alphabetically from A to Z.
Sort by Retention Time	Sorts the compounds from shortest retention time to longest retention time.

Development Batch View

By right-clicking anywhere in the Development Batch view, you can use the shortcut menu commands to create a development sample list.

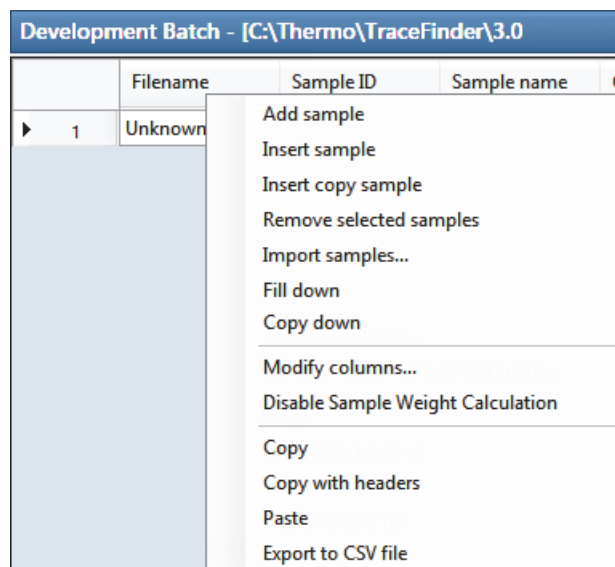


Table 20. Development Batch view shortcut menu commands

Command	Description
Add Sample	Adds an empty row to the sample grid.
Insert Sample	Inserts an empty row to the sample grid above the selected row.
Insert Copy Sample	Copies the currently selected row and inserts a copy above the row.
Remove Selected Samples	Removes the selected samples from the sample grid.
Import Samples	Opens the Sample Import Tool to import samples from a CSV, XML, or SLD file.
Fill Down	Enters sequential values in the column starting with the value in the selected row and ending with the last row in the column. This command is available only when you have selected a value that can be filled down.
Copy Down	Copies the value in the selected row to all rows below it. This command is available only when you have selected a value that can be copied down.
Modify Columns	Opens the Modify Columns dialog box to choose which columns to display and to change their display order.
Enable/Disable Sample Weight Calculation	Displays or hides the Sample Volume, Dilution Factor, Sample Weight, Calculation Type, and Final Units columns.
Copy	Copies the data in the selected rows or columns to the Clipboard. Use this command to copy sample information to another application, such as a Microsoft Excel spreadsheet. You cannot paste this data back into the Acquisition mode sample list.
Copy With Headers	Copies the data in the selected rows or columns and the associated column headers to the Clipboard. Use this command to copy sample information to another application, such as an Excel spreadsheet. You cannot paste this data back into the method development compound list.
Paste	Pastes a column of copied data from another application, such as an Excel spreadsheet, into the selected column.
Undo Last Paste	Removes the last pasted item in the Acquisition mode sample list.
Export to CSV File	Opens the Save As dialog box to save the batch to a CSV file.

Trademarks

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