

Select elements from a list

Within HR-Expert, multiple selection is not possible in most lists. Instead, a click opens the corresponding element in detail. However, in some cases, multiple selection is possible as follows:

| User Action | Result generated |
|---|--|
| Click on an element. | Exactly one element is selected. |
| Click on an element, hold SHIFT key, click on another element, release SHIFT key. | All elements from the first to the last click are selected continuously. |
| Click on an element, hold down CTRL key, click on other elements, release CTRL key. On Mac: CMD key) | Individual elements are selected, with gaps between them on unselected elements. |

