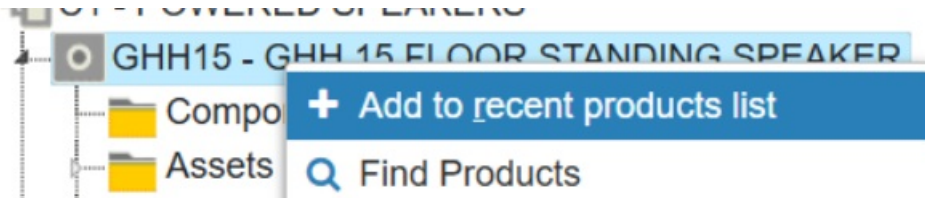


# Recent Products Window

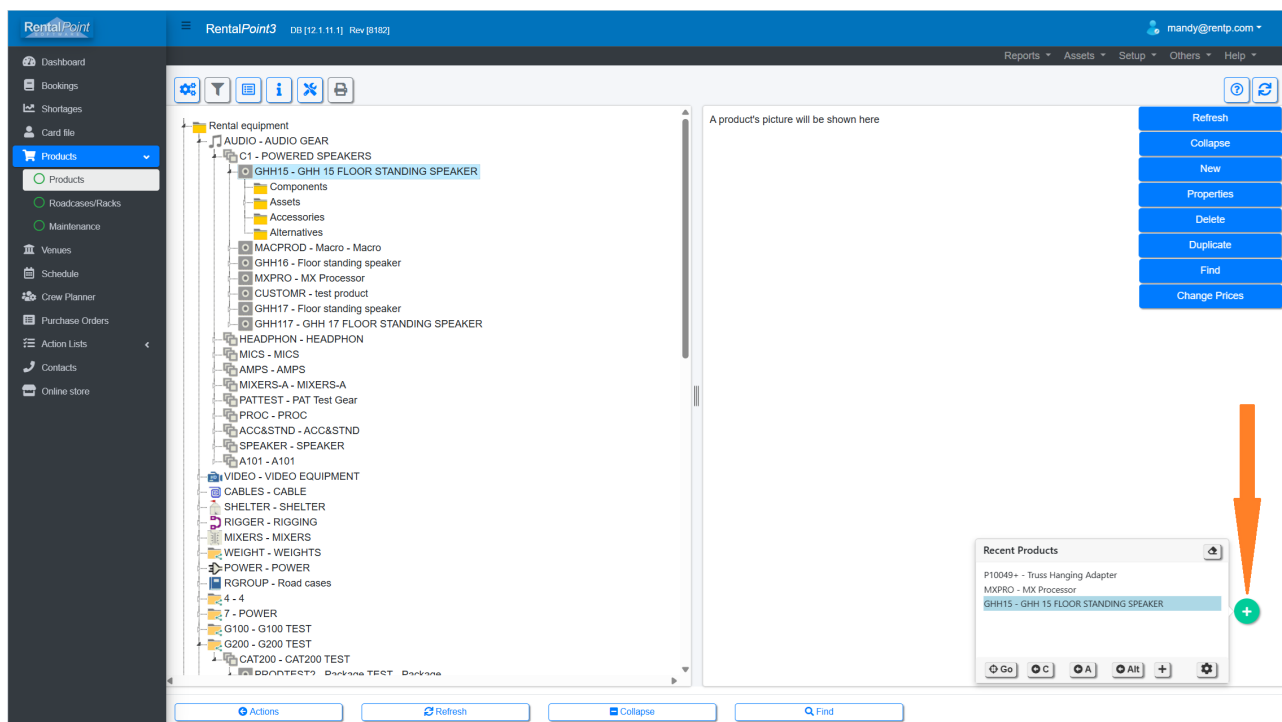
Last Modified on 07/10/2026 2:20 pm EDT

When items are edited in Inventory Setup, their details are automatically added to the Recent Products window so they can be quickly revisited as needed.

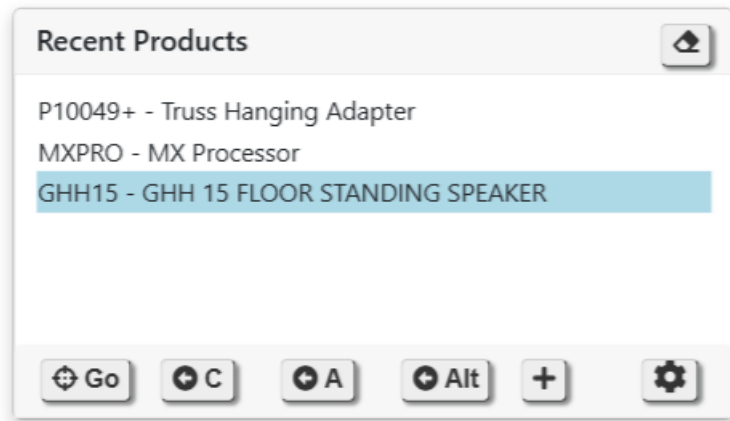
Alternatively, highlight any product in the Inventory tree, then press **Alt+R** or right-click and select **Add to Recent Products List**.



In Inventory Setup, use the green plus icon at the bottom right of the window to view Recent Products.



From this window manipulate recent items as follows:



|                                                                                       |                                                                                                        |
|---------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
|  Go  | Double click on the item or use the 'GO' option to move to that item in the inventory tree             |
|  C   | Add the item as a component to the product highlighted in the Inventory Tree                           |
|  A   | Add the item as an accessory to the product highlighted in the Inventory Tree                          |
|  Alt | Add the item as an alternative to the product highlighted in the Inventory Tree                        |
|  +   | Duplicate the item. The item will be duplicated to the same location in the tree as the original item. |
|      | Edit the product                                                                                       |