

# Cloning records (Copy/Paste)

## Copy

Copy will put all values in the current record to the clipboard.

Later you can paste the values into a new record, and just change the few values that differ.

Note:

- Only field type data (text, number, dates etc.) will be copied.
- Files and related records will not

## Paste

Paste will put all values in the current record to the clipboard.

Later you can paste the values into a new record, and just change the few values that differ.

Note:

- Only field type data (text, number, dates etc.) will be copied.
- Files and related records will not

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