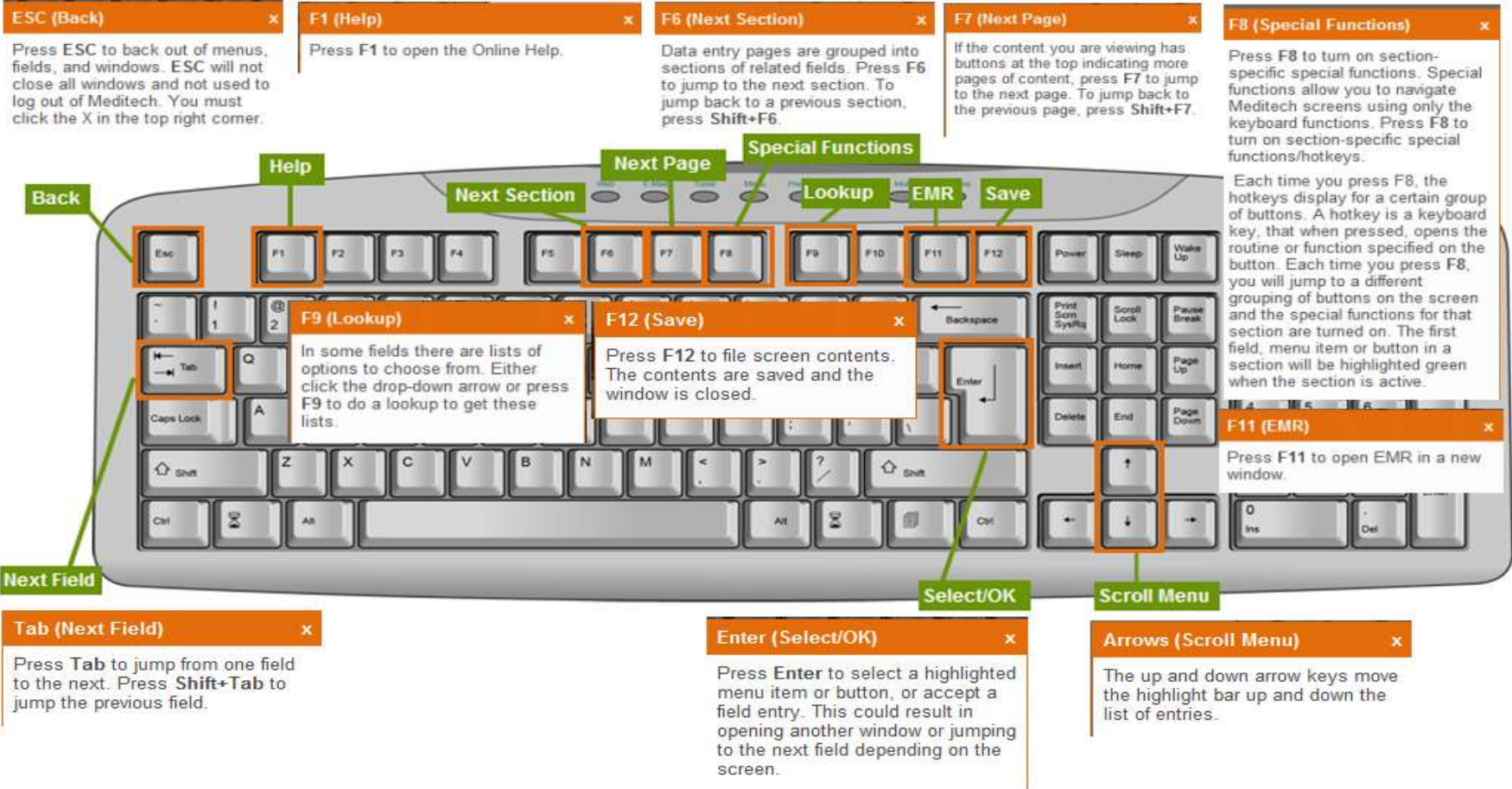


Keyboard Shortcuts



ESC (Back) x
Press ESC to back out of menus, fields, and windows. ESC will not close all windows and not used to log out of Meditech. You must click the X in the top right corner.

F1 (Help) x
Press F1 to open the Online Help.

F6 (Next Section) x
Data entry pages are grouped into sections of related fields. Press F6 to jump to the next section. To jump back to a previous section, press Shift+F6.

F7 (Next Page) x
If the content you are viewing has buttons at the top indicating more pages of content, press F7 to jump to the next page. To jump back to the previous page, press Shift+F7.

F8 (Special Functions) x
Press F8 to turn on section-specific special functions. Special functions allow you to navigate Meditech screens using only the keyboard functions. Press F8 to turn on section-specific special functions/hotkeys.
Each time you press F8, the hotkeys display for a certain group of buttons. A hotkey is a keyboard key, that when pressed, opens the routine or function specified on the button. Each time you press F8, you will jump to a different grouping of buttons on the screen and the special functions for that section are turned on. The first field, menu item or button in a section will be highlighted green when the section is active.

F9 (Lookup) x
In some fields there are lists of options to choose from. Either click the drop-down arrow or press F9 to do a lookup to get these lists.

F12 (Save) x
Press F12 to file screen contents. The contents are saved and the window is closed.

F11 (EMR) x
Press F11 to open EMR in a new window.

Tab (Next Field) x
Press Tab to jump from one field to the next. Press Shift+Tab to jump the previous field.

Enter (Select/OK) x
Press Enter to select a highlighted menu item or button, or accept a field entry. This could result in opening another window or jumping to the next field depending on the screen.

Arrows (Scroll Menu) x
The up and down arrow keys move the highlight bar up and down the list of entries.