



Keyboard Shortcuts

The following table lists the Keyboard Shortcuts provided in Medical Director. Note also that where practical, Topic Titles within this online Help also display associated keyboard shortcuts.

Main Window

Key	Action
F1	Help
F2	Open Patients
F4	Import Investigation Results
F5	Check Investigation Results
F6	MDref
F7	Log off
F8	Letter Writer
F9	Batch Print
F12	Product Information
CTRL + K	Address Book
CTRL + T	Patient Education

From within Progress Notes

Key	Action
CTRL + SHIFT + A	Append
CTRL + SHIFT + C	Clear Search
CTRL + SHIFT + N	Comment
CTRL + SHIFT + D	Diagram
CTRL + SHIFT + E	Examination
CTRL + SHIFT + H	History
CTRL + SHIFT + G	Management
CTRL + SHIFT + M	Medicare
CTRL + SHIFT + O	Procedure
CTRL + SHIFT + R	Reason
CTRL + SHIFT + W	Review
CTRL + SHIFT + S	Search

From within the Clinical Window

Key	Action
F1	Help
F2	Open Patients

Keyboard Shortcuts

F3	Add New Item
F4	Recall
F5	Check Investigation Results
F6	MDref
F7	Allergies and Warnings
F8	Letter Writer
F9	Print Progress Note
F10	Edit Patient Details
F12	Product Information
ALT+Number	E.g. Alt+1 - switch tabs
ALT + A	Assessment Menu
ALT + B	Obstetrics
ALT + C	Clinical Menu
ALT + D	Documents
ALT + E	Edit Menu
ALT + F	File Menu
ALT + G	Progress Notes
ALT + H	Past History
ALT + I	Immunisations
ALT + M	MDPlus menu (if installed)
ALT + L	Letters tab
ALT + M	Pap Smears
ALT + O	Old Scripts
ALT + P	Patient Menu
ALT + R	Resources Menu
ALT + S	Summaries Menu
ALT + T	Tools Menu
ALT + U	Results tab
Key	Action
ALT + W	Window Menu
ALT + X	Current Medications
ALT + Y	Summary
ALT + F2	Opens a second patient.
ALT + F4	Close Program
CTRL + T	Patient Education Browser
CTRL + K	Address Book

CTRL + D	Edit Patient Details
CTRL + P	Print
CTRL + F1	Prescribe Flu Vaccine
CTRL + F2	Adds patient if not linked to a billing package
CTRL + F3	Prescribe Favourites
CTRL + F4	Close Patient
CTRL + ALT + B	Opens the BP Monitor
CTRL + ALT + C	Cardiovascular Risk
CTRL + ALT + E	Echo Cardiograph
CTRL + ALT + G	Opens the Blood Glucose Monitor
CTRL + ALT + I	INR Record
CTRL + ALT + L	Lock MD
CTRL + ALT + R	Respiratory Function
CTRL + ALT + T	Tool Box
CTRL + ALT + W	Weight
CTRL + Z	Undo last action (e.g. free-typed Progress Note or Letter Writer text)
SHIFT + F1	'What is This?' Tool-tip Help Menu
SHIFT + F2	Add Patient to Existing Family
SHIFT + F3	Prescribe Drug Protocol
SHIFT + F4	Pathology Request
SHIFT + F5	Print Patient Health Summary
SHIFT + F12	Consumer Medications Information