


Compucare system keyboard shortcuts

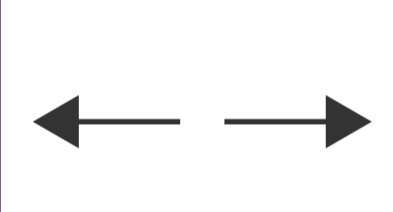
GENERAL SHORTCUTS

- Ctrl** + **1** = Navigate to HOME area
- Ctrl** + **2** = Navigate to PATIENT area
- Ctrl** + **3** = Navigate to PERSON area
- F3** = MINIMISE APP and ready for search
- F5** = REFRESH APP


- Tab** = Cycle through controls
- Shift** + **Tab** = Navigate to HOME area
- Ctrl** + **Tab** = Navigate to HOME area

- Ctrl** + **S** = SAVE on all forms
- Ctrl** + **Shift** + **S** = SAVE and NEW on applicable forms
- Esc** = CANCEL on all forms
- Ctrl** + **P** = PRINT on grids with print menu
- Ctrl** + **F** = Navigate to SEARCH within apps
- Ctrl** + **A** = Select ALL on grid
- Ctrl** + **D** = Select DEFAULT
- Ctrl** +  = MULTI-Select on grid
- Shift** +  = MULTI-Select on grid - range selection

LOOKUP CONTROL

- Enter** = Brings up the entire list
- Enter** = Selects item within the list
- Tab** = Selects item and moves to next control within list
- Ctrl** + **N** = Opens the 'New Record' within list
- Page Up/Down** = Changes the tab on popups e.g. Open and Recent Search
- Alt** +  = Changes the tab on popups e.g. Open and Recent Search

DROP DOWN LIST E.G. STATUS LISTS

- Alt** +  = Show the list

DIALOGUE POPUP E.G. SAVE/CANCEL

- S** = Fires the SAVE
- D** = Fires the DON'T SAVE
- Esc** = CANCEL and go back

CONTACT SUPPORT

support.streets-heaver.com/
helpdesk@streets-heaver.com



@streetsheaver

+44 (0)1522 872 000

www.streets-heaver.com