

TRAUMA ONE KEY GUIDE

Function Key

F2	Enter the current date or time
F3	Enter last entered date or time
F4	Restore default value in selected field
F6	Flag the selected field as Not Documented
F7	Flag the selected field as Not Applicable
F8	Calculate selected calculable field
CTRL-F8	Calculate selected calculable fields in the window
F9	Clear selected field
F10	Set the current pathway and page to the user's defaults
F11	Move to the next field group defined on the current window/page. (Valid only in Data Entry)
SHIFT-F11	Move to the previous field group defined on the current window/page. (Valid only in Data Entry)
F11	Place non-leaf picklist item in selected field. (Used only in Report Definition and Population Definition)
F12	Return to parent
CTRL-PGUP	Go to previous page in pathway or in multiple-paged window
CTRL-PGDN	Go to next page in pathway or in multiple-paged window

Commands for Scrolling Windows

PGUP	In scrolling window and picklists, move up a windowful of items at a time
PGDN	In scrolling window and picklists, move down a windowful of items at a time
CTRL-↑	Move out of scrolling window to previous item
CTRL-↓	Move out of scrolling window to next item
CTRL-A	Add new row to scrolling window
CTRL-I	Insert new row above current row in scrolling window
CTRL-D	Delete selected row in scrolling window
CTRL-C	Copy selected row in scrolling window to the end of the scrolling window
SHIFT+F9	Copy selected field value in scrolling window to the same field in successive rows having no values
ALT+R	Resize scrolling windows and graphic boxes with arrows. (Valid only in Reconfiguration.)
CTRL-F	Go to first row in scrolling window
CTRL-B	Go to last row in scrolling window

Hot Keys

CTRL-N	Make a new(Report, Pathway, Page, etc...)
CTRL-O	Open(Report, Pathway, Page, etc...)
CTRL-S	Save....(Report, Pathway, Page, etc...)
CTRL-E	Close(Report, Pathway, Page, etc...)
CTRL-K	Run cross-checks for all field in the current window now
CTRL-L	List open windows
CTRL-M	Open note attached to selected field
CTRL-I	Make new window copy
CTRL-U	Undo
CTRL-X	Cut
CTRL-C	Copy
CTRL-V	Paste
CTRL-P	Open picklist for selected field
CTRL-T	Display descriptive text for the code entered in the selected field (Valid only in Data Entry)
ESC	Close open picklist, dialog window, or menu
CTRL-R	Reconfigure object (Valid only in Page Manager and Reconfiguration)
ALT+Q	Quick exit from the system