VistARad Shortcut Keys

Keyboard shortcuts that can be used with VistARad are described below. Each set of shortcuts is grouped by function and/or workflow. For detailed information about operations associated with these shortcuts, see the *VistARad User Guide*.

General Shortcuts

General keyboard shortcuts can be used regardless of which window is active.

Shortcut	Description
CTRL + G	Open context menu for active exam list or image
CTRL + L	Open Patient Lookup dialog
CTRL + N	Open next exam while ReadList is active
CTRL + P	Change active patient
CTRL + Q	Open the Close Exams/Update Status dialog
CTRL + R	Open Maximize/minimize/pushpin settings in active window
CTRL + W	Open VistARad window list (list will display under mouse pointer)

Manager Window Shortcuts

The following keyboard shortcuts can be used in the Manager window.

Shortcut	Description
ALT + P	Select Patient Exams tab
ALT + U	Select Unread Exams tab
ALT + C	Select Custom Exams tab
ALT + E	Select Exam History tab
ALT + R	Select Recent Exams tab
ALT + A	Select All Active Exams tab
ALT + T	Selects leftmost subtab under Patient Exams tab or Custom List tab
\leftarrow or \rightarrow	If any subtab is selected, the left or right arrow keys can be used to navigate through all the tabs.
ALT + O	Select Open/Reserved Exams list
ALT + L	Select Exams list in the current tab

Dictation Dialog Shortcuts

The following keyboard shortcuts can be used in the Dictation dialog.

Shortcut	Description
ALT + 1	Toggle Dictate option for all selected items in the exam list
ALT + D	Select or clear the Do Not Show this Window Again checkbox
ALT + O	Apply settings and close the Dictation dialog
ALT + C	Cancel settings and close the Dictation dialog

Exam Navigation Shortcuts

Exam navigation keyboard shortcuts can be used in the windows noted below.

Shortcut	Description
ALT + A	Previous stage in Viewer window
ALT + S	Next stage in Viewer window
ALT + D	Previous exam in Viewer window*
ALT + N	Next exam in Viewer window*
ALT + T	Open Select Template dialog in Viewer window
CTRL + T	Open window layout selector in Browser or Scrapbook window

^{*} If hidden exams are present. The **Exam** button in the upper right corner of the Viewer window will indicate if there are hidden exams.

Viewport Navigation Shortcuts*

Shortcut	Description
F	Turns full-screen view on or off (main Viewer only)
V	Selects next viewport and centers the mouse pointer over the image
В	Selects previous viewport and centers the mouse pointer over the image
Т	Opens the layout selection box for the selected viewport

^{*} To enable these shortcuts, choose **View | Settings | Mouse/Shortcuts** and select the **Enable viewport navigation shortcut keys** checkbox.

Image Adjustment Shortcuts*

To use these shortcuts, turn on the Window/level, Scale, or Sharpen tool by clicking , , or in the toolbar, or by right-clicking an image and choosing the appropriate menu option. Then use one of the shortcuts noted below.

Shortcut	Description
\rightarrow or \uparrow	Increase window/level, scale, or sharpness (coarse)
CTRL + → or CTRL + \uparrow	Increase window/level, scale, or sharpness (fine)
\leftarrow or \downarrow	Decrease window/level, scale, or sharpness (coarse)
CTRL + ← or CTRL + ↓	Decrease window/level, scale, or sharpness (fine)

^{*} To enable these shortcuts, choose **View | Settings | Mouse/Shortcuts** and select the **Enable arrow keys for image adjustments** checkbox.

Close/Update Dialog Shortcuts

The following keyboard shortcuts can be used in the Close Exams/Update Status dialog.

Shortcut	Description
ALT + 1	Toggle Close option for all selected items in the exam list
ALT + 2	Toggle Interpret option for all selected items in the exam list
ALT + S	Select or clear the Show This Dialog in Read List Mode checkbox
ALT + O	Apply settings and close the Close/Update dialog
ALT + C	Cancel settings and close the Close/Update dialog

Route Exams Window Shortcuts

The following keyboard shortcuts can be used in the Route Exams window.

Shortcut	Description
ALT + ←	When the exam list is active, select the cell to the left
ALT + \rightarrow	When the exam list is active, select the cell to the right
ALT +↓	When a cell in Route To or Priority column is selected, open the drop-down list

Shortcut	Description
Enter	If a drop-down list open, select highlighted entry and close list. If no drop-down lists are open, apply settings and close dialog.
ALT + O	Apply settings and close dialog
ALT + C	Close dialog without applying settings

VistARad Settings Dialog Shortcuts

The following keyboard shortcuts can be used in the VistARad Settings dialog.

Shortcut	Description
ALT + M	Select Manager tab
ALT + G	Select Manager General subtab
ALT + L	Select Manager Custom Lists subtab
ALT + I	Select Manager Dictation subtab
ALT + V	Select Viewport tab
ALT + E	Select Element tab
ALT + S	Select Mouse/Shortcuts tab
ALT + H	Select Hanging Protocol tab
ALT + F	Select Font tab
ALT + R	Select Remote/Local Reading tab
ALT + A	Apply settings
ALT + O	Apply settings and close dialog
ALT + C	Close dialog without applying settings

Template Designer Shortcuts

The keyboard shortcuts listed below can be used in the Template Designer.

Shortcut	Description
ALT + N	Create new template
ALT + E	Edit template
ALT + S	Save template
ALT + A	Save template as

Shortcut	Description
ALT + L	Apply changes and close Template Designer
ALT + C	Cancel changes and close Template Designer

Define Hanging Protocol Dialog Shortcuts

The keyboard shortcuts listed below can be used in the Define Hanging Protocol dialog.

Shortcut	Description	
ALT + I	Select Case Info tab (only works after case info has been saved)	
ALT + V	Select Viewport Info tab. In this tab, you can also use the following shortcuts:	
	ALT + U	Select the Use Image Preset option
	ALT + E	Open the Select Preset dialog (if Use Image Preset option is active)
	ALT + W	Select Set Window/level option
	ALT + O	Select Other option (allows selection of Modality W/L and Auto W/L checkboxes)
	ALT + 1	If the Specify Attributes is active, open the Operator drop-down list for the currently selected list entry
	ALT + 2	If the Specify Attributes list is active, select the Value box for the currently selected list entry
ALT + M	Select More Viewport Info tab. In this tab, you can also use:	
	ALT + D	Display advanced sort options
ALT + S	Save settings in active tab (Case tab, Viewport Info tab, or More Viewport Info tab)	
ALT + P	Select previous viewport	
ALT + N	Select next viewport	
ALT + G	Save stage	
ALT + H	Save hanging protocol	
ALT + A	Save hanging protocol as	
ALT + C	Close dialog and cancel hanging protocol creation	