

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
← or →	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
B	Selects previous viewport and centers the mouse pointer over the image
T	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
→ or ↑	Increase window/level, scale, or sharpness (coarse)
CTRL + → or CTRL + ↑	Increase window/level, scale, or sharpness (fine)
← or ↓	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 + →	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