



NextGen EHR (2024) cheat sheet

General

Alt + M	Toggle toolbar
Alt + P	Show patient lookup screen
Alt + F3	Show the Work Flow module
Alt + F4 or Alt + X	Exit from the program
Alt + L	Log out from the EHR program
Alt + F5	Open the User Workgroups window
F8	Open the PAQ
Esc	Close a dialog in the program
Alt + Down arrow	Open a drop down box
Ctrl + Tab	Switch between windows within the program

Menus

The menu shortcuts can be seen by pressing Alt key. When you press Alt, the shortcut key for that action will be underlined. Press Alt + underlined letter to do this action.

Alt + F	File dropdown menu
Alt + D	Default dropdown menu
Alt + V	View dropdown menu
Alt + T	Tool dropdown menu
Alt + U	Utilities dropdown menu
Alt + W	Window dropdown menu
Alt + H	Help dropdown menu

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More information: defkey.com/bn/nextgen-ehr-2024-shortcuts

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