

DYNAMIC DOCUMENTATION: KEYBOARD SHORTCUTS

	Keyboard Shortcut	Action
TEXT SHORTCUTS	N (in the time field)	Adds the current time (now)
	T (in the date field)	Adds today's date (today)
	CTRL + B	Bolds the highlighted text
	CTRL + I	Italicizes the highlighted text
	CTRL + U	Underlines highlighted text
EDITING/ CREATING NOTE	CTRL + C	Copy
	CTRL + X	Cut
	CTRL + V	Paste
	CTRL + Z	Undo
NOTE NAVIGATION	TAB	Moves to next free text section
	F3	Underscore Jump
	F9	Moves to each Drop List
NOTE COMPLETION	CTRL + F4	Closes Note
	CTRL + S	Save Note
	CTRL + G	Sign/Submit Note