



Epic Health Shortcuts for Windows

No.	Action	Windows Shortcuts	Section
1	Send open window to the back	Alt + Esc	Most used Epic Shortcuts
2	Cut	Ctrl + X	Most used Epic Shortcuts
3	Copy	Ctrl + C	Most used Epic Shortcuts
4	Paste	Ctrl + V	Most used Epic Shortcuts
5	Find	Ctrl + F	Most used Epic Shortcuts
6	Replace	Ctrl + H	Most used Epic Shortcuts
7	Select all	Ctrl + A	Most used Epic Shortcuts
8	Print	Ctrl + P	Most used Epic Shortcuts
9	Undo	Ctrl + Z	Most used Epic Shortcuts
10	Select text	Shift + Arrow keys	Most used Epic Shortcuts
11	Move across words in text	Ctrl + Arrow keys	Most used Epic Shortcuts
12	Select text by a word at a time instead of each letter	Ctrl + Shift + Arrow keys	Most used Epic Shortcuts
13	Delete previous word/character block	Ctrl + Backspace	Most used Epic Shortcuts
14	Delete next word/character block	Ctrl + Delete	Most used Epic Shortcuts
15	Open Windows Task Manager	Ctrl + Shift + Esc	Most used Epic Shortcuts
16	Lock windows if you are logged in to a shared workstation	Win + L	Most used Epic Shortcuts
17	Minimize all windows	Win + M	Most used Epic Shortcuts
18	Undo minimize all windows	Win + Shift + M	Most used Epic Shortcuts
19	Toggle bold formatting	Ctrl + B	Most used Epic Shortcuts
20	Toggle italic formatting	Ctrl + I	Most used Epic Shortcuts
21	Toggle underline	Ctrl + U	Most used Epic Shortcuts
22	Move window to fill half of the screen	Win + Right & Left Arrow key	Most used Epic Shortcuts
23	Maximize window	Win + Up Arrow key	Most used Epic Shortcuts
24	Decrease size of window	Win + Down Arrow key	Most used Epic Shortcuts
25	When using bullet points, move to the next bullet	Tab	Most used Epic Shortcuts
26	Return bullet point to the left	Shift + Tab	Most used Epic Shortcuts
27	Move cursor to the location / URL bar	Alt + D	Most used Epic Shortcuts
28	Close tab or browser window	Ctrl + W	Most used Epic Shortcuts
29	When Explorer is already up, open a new tab	Ctrl + T	Most used Epic Shortcuts
30	Delete a file, bypassing the Recycle Bin	Shift + Delete	Most used Epic Shortcuts
31	Create a new folder	Ctrl + Shift + N	Most used Epic Shortcuts
32	Rename a file	F2	Most used Epic Shortcuts
33	Open Epic Button menu	Alt	Main Workspace Shortcuts
34	Jump to Epic search function	Ctrl + Spacebar	Main Workspace Shortcuts
35	Open Paging System	Ctrl + 1	Main Workspace Shortcuts
36	Go to Patient Lists workspace	Ctrl + 2	Main Workspace Shortcuts
37	Open Patient Station	Ctrl + 3	Main Workspace Shortcuts
38	Secure your Epic workstation	Ctrl + Alt + S	Main Workspace Shortcuts
39	Logout of Epic	Ctrl + Alt + L	Main Workspace Shortcuts
40	Close the Workspace (chart)	Ctrl + W	Patients Chart Shortcuts
41	Open the menu for More activities	Ctrl + D	Patients Chart Shortcuts
42	Move to next row	Tab	Patients Chart Shortcuts
43	Move to previous row	Shift + Tab	Patients Chart Shortcuts
44	Quickly select choices in drop down menu	A - Z	Patients Chart Shortcuts
45	Move cursor to next choice in list	UP & Down Arrow key	Patients Chart Shortcuts
46	Save selection and move to next row	Enter	Patients Chart Shortcuts
47	Remain in the row but choose more than one item	;	Patients Chart Shortcuts
48	Add comments to rows	F6	Patients Chart Shortcuts
49	Navigate to previous section	F7	Patients Chart Shortcuts
50	Navigate to next section	F8	Patients Chart Shortcuts
51	Close section or note	F9	Patients Chart Shortcuts
52	Open Manage Orders Activity	Ctrl + O	Patients Chart Shortcuts
53	Open sidebar of Manage Orders Activity	Alt + M	Patients Chart Shortcuts
54	Open Order Sets	Alt + D	Patients Chart Shortcuts
55	Place the cursor in the New Order field in Sidebar	Alt + W	Patients Chart Shortcuts
56	Open window to Sign orders	Alt + S	Patients Chart Shortcuts
57	Open comment box in Order Composer window	F6	Patients Chart Shortcuts
58	Today (current date or relative date)	T	Patients Chart Shortcuts
59	Week (relative date)	W	Patients Chart Shortcuts
60	Month (relative date)	M	Patients Chart Shortcuts



No.	Action	Windows Shortcuts	Section
61	Year (relative date)	Y	Patients Chart Shortcuts
62	Now	N	Patients Chart Shortcuts
63	Hour	H	Patients Chart Shortcuts
64	Move cursor to next line of text	Down Arrow key	Note Writing Shortcuts
65	Move cursor to previous line of text	Up Arrow key	Note Writing Shortcuts
66	Move cursor to end of current line of text	End	Note Writing Shortcuts
67	Move cursor to beginning of current line of text	Home	Note Writing Shortcuts
68	Move cursor to end of text	Ctrl + End	Note Writing Shortcuts
69	Moves cursor to beginning of text	Ctrl + Home	Note Writing Shortcuts
70	Moves cursor to next word	Ctrl + Right Arrow key	Note Writing Shortcuts
71	Moves cursor to previous word	Ctrl + Left Arrow key	Note Writing Shortcuts
72	Highlight from cursor position to end of line of text	Shift + End	Note Writing Shortcuts
73	Highlight from cursor position to beginning of line of text	Shift + Home	Note Writing Shortcuts
74	Highlight line below current one	Shift + Down Arrow key	Note Writing Shortcuts
75	Highlight line above current one	Shift + Up Arrow key	Note Writing Shortcuts
76	Highlight one character to right of cursor	Shift + Right Arrow key	Note Writing Shortcuts
77	Highlight one character to left of cursor	Shift + Left Arrow key	Note Writing Shortcuts
78	Highlight from cursor position to end of word	Ctrl + Shift + Right Arrow key	Note Writing Shortcuts
79	Highlight from cursor position to beginning of word	Ctrl + Shift + Left Arrow key	Note Writing Shortcuts

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