

## Fluency for Imaging Common Voice / Keyboard / Mouse / Icon Commands

ACTION NEEDED	VOICE COMMAND	KEYBOARD COMMAND	Right MOUSE BUTTON	ICON
SELECTION COMMANDS				
Select (Highlight) specified	Select <word sequence=""> (Up to 5 words)</word>	CTRL + SHIFT +		
text	Select < Previous / Current / Next> Word	Arrow (Up / Down		
	Select < Previous / Current / Next> Sentence Select < Previous / Current / Next> Paragraph	/ Left / Right)		
Select All Text	Select All	Ctrl + A	Select All	
DELETION COMMANDS				
Undo Last Keystroke /	Undo That	Ctrl+ Z	Undo	5
Voice Command				
Delete specified	Delete or Scratch That /	Delete	Delete	
(Highlighted) text	Delete < Selection >	Otal - Declarace		
Delete Previous Word Delete Next Word	Delete Previous Word Delete Next Word	Ctrl + Backspace Ctrl + Delete		
Delete Sentence /	Delete <pre>Previous / Current / Next&gt; Sentence</pre>	CIT + Delete		
Paragraph	Delete <previous current="" next=""> Paragraph</previous>			
Delete Text from current	Scratch That			
position to last punctuation				
NAVIGATION COMMANDS				
Go to Next Field	Next Field	Ctrl + ]		
Go to Previous Field	Previous Field New Line or Next Line	Ctrl + [		
Go to Next Line Go to Previous Line	Previous Line	Ctrl + ↓		
Go to Next Paragraph	New Paragraph or Next Paragraph	Ctrl + ↑ Ctrl + Shift + ↓		
Go to Previous Paragraph	Previous Paragraph	Ctrl + Shift + ↑		
Go to Next Section	Next Section	Ciri + Siiiii + 1		
Go to Previous Section	Previous Section			
Go to End/Beginning	Go to <end beginning=""> of Sentence</end>			
3 3	Go to <end beginning=""> of Paragraph</end>			
Go to End of Document	Go to End of Document	Ctrl + End		
Insert Cursor After	Insert After < word(s)>			
Insert Cursor Before Insert Before < word(s)>				
FORMATTING COMMANDS				
Uppercase Text Lowercase Text	Uppercase That / < Selection> Lowercase That / < Selection>			
Change Case	Toggle Case (Toggles UPPER, lower, Title)	Ctrl + W		
Copy Selection	Copy That / Copy < Selection>	Ctrl + C	Сору	
Cut Selection	Cut That / Cut < Selection >	Ctrl + X	Cut	
				¥
Paste Selection	Paste That / Paste < Selection>	Ctrl + V	Paste	
TEMPLATE / MACRO COMMANDS				
Launch Template	Launch Template <name number=""></name>			
Insert Macro	Insert < Macro Name> / Insert Macro < Number>			
ENUMERATION COMMANDS				
Create Numbered List	Item Number One < Dictate first item>			4-
Ordato Hamborou List	Next Item < Dictate second item>			=======================================
COMPLETION COMMANDS				
Save Draft	Save Draft			
Sign Report	Sign Report			<u>→</u>
Assign Report	Assign Report			<b>\$</b>
Send to Transcription	Send to Transcription			
Cancel Current Report	Delete Job			
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