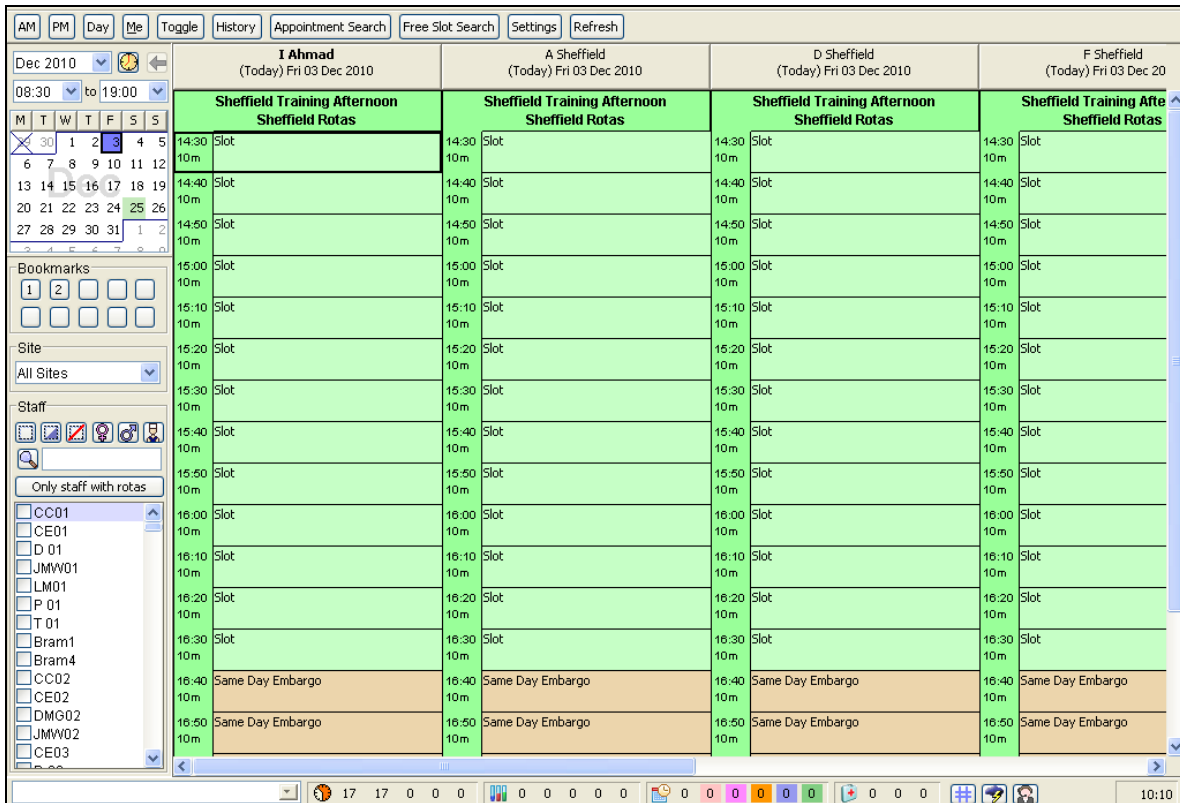


## Appointment Ledger

### The Appointment Ledger screen

The **Appointment Ledger** screen displays appointments for your practice. It is used for booking and managing appointments, as well as by clinicians running their clinics.



### To access the Appointment Ledger Screen

- Click the **Appointment Ledger** button on the **Home Page**
- OR
- Click **Appointment Ledger** from the **Appointments** menu
- Or
- Press **Ctrl+Shift+L** on the keyboard



Appointments	Reporting	Audit	Setup	Links	Dis
	Appointments Overview			Ctrl+Q	
	Appointment Ledger			Ctrl+Shift+L	
	Remote Booking			Ctrl+Shift+Q	
	Free Slot Search...			Ctrl+F9	

See '**Filtering the Appointment Ledger Screen**' for more information.