

# Correcting Dragon NaturallySpeaking PC Version

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When Dragon makes a recognition error, you must follow the procedures below. Using the "Scratch That" command or erasing typed text DOES NOT correct your voice file. If you do not properly correct recognition errors, Dragon's performance will get worse and worse over time.

Here are the steps for correcting Dragon:

1. Dictate the phrase, for example "Today is Wednesday"
2. In this example, we will assume the Dragon types - Today's Wednesday
3. Say "Select Today's"
  - You have to highlight the words on the screen that were recognized incorrectly. You can use the Select command, or you could manually highlight the words with your mouse. If you highlight the words with your mouse, once the items are highlighted, say "Correct That." Or you can say "Select Today's"
4. The correction box will come up. If the correct item is in the list, say "Choose 1" or "Choose 2" etc. Dragon will correct the type on the screen.
  - If the correct words are not on the list, then say "Spell That"
  - Type in the correct text and say "Choose #" as options will come up as you type (or select the correct word/phrase from the list with your mouse that will come up as you type the correct text.)
5. Since you are in this initial phase and wanting to make your voice file as good as possible, it is best to redo the phrase that you last corrected to ensure that Dragon understands you. Occasionally you may have to correct a phrase more than once for Dragon to recognize it correctly.

If you correct a phrase twice and Dragon is still not recognizing it correctly, then follow these steps:

1. Repeat all of the steps as before, but after you type in the correct text, click on the "Train" button in the Spell Window.
2. This will bring up a dialog box for you to record how the text you typed is said. After training, you should not have to correct a phrase again. But, it is always best to test it to make sure the training worked.

Please note that in general Dragon likes context, so if you are having trouble with a particular word, do not try to train it in isolation. Dictate a sentence with the word in it to help Dragon learn the word.

Sometimes as the user, you do not realize how you said a word. If you want to hear what Dragon is hearing to see why it translated your speech the way it did, follow these steps:

- Say a phrase, Say "**Select that**," Say "**Play That Back**"

You should hear your voice saying the phrase. This can sometimes be instructive to understand why Dragon typed what it did.

If you want to hear what is typed on the screen, select the text either by voice or with the mouse, then use the command "**Read That**." This is helpful for proofreading dictated text.

**YOU MUST PROOFREAD ALL DICTATED TEXT.**

# Basic Hands Free Commands

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Once you have practiced dictating text and you feel that your recognition is good, you may want to learn some basic hands free commands to navigate your computer with your voice. If you want to learn more commands, go to Help/Help Topics to find more commands.

## **To launch any program installed on your computer:**

Say "Start (name of program)" For example, "Start Microsoft Word," "Start Google Chrome," etc

## **To make any open program the top window and have focus of the screen:**

Say "Switch to (name of program)"

## **To view all open files:**

Say "List All Windows"

## **To access menus in MS Office programs:**

Say "Click File Tab" to open the File menu. For other menu items Say "Click <menu name>"

Other MS Office commands:

"Go to End of Line" "Go to Beginning of Line"

"Go to End of Document"

"New Line"

"Cut That" "Copy That" "Paste That"

## **To close and resize windows:**

Say "Close Window" "Maximize Window" or "Minimize Window"

## **To activate a button on a pop up menu:**

Say "Click <button name>" For example, "Click Don't Save" or "Click OK"

## **Working in Chrome:**

To activate a link – Say "Click Link" Dragon will put a small number next to each link. To active a specific link Say "Choose ##"

Other commands in Chrome:

"Open New Tab"

"Close Tab"

"Go to Next Tab"

"Go to Previous Tab"

"Page Up" "Page Down"

"Scroll Up" "Scroll Down"

"Start Scrolling Up" "Start Scrolling Down" "Stop Scrolling"

## **To move the mouse pointer:**

Say "Move Mouse Up" "Move Mouse Down" "Move Mouse Left" "Move Mouse Right" Clicking – "Mouse Click" "Mouse Double Click" "Mouse Right Click"

You can also use "Mouse Grid" to help move the mouse pointer to the desired position.