

That's Not What I Said!

Sometimes, the program will type something that sounds like what you said but isn't quite right. But the computer is not a person, so it won't help to: YELL, t a l k s l o w l y, or say. only. one. word. at. a. time. In fact, *Dragon NaturallySpeaking*®8 software does better when you say full sentences and speak in your "natural" voice.

In order to avoid the same recognition mistakes in the future, you should correct them when they occur, as described below.

Correcting Recognition Errors

You can correct mistakes in your text by using the "Select <word or words>" command.

For example, if you say:

"Let's meet to discuss the Conzelmann contract."

And the program types:

Let's meet to discuss the Councilman contract.

You can say: "Select Councilman"

You will see the Correction menu.

Let's meet to discuss the **Councilman** contract.

Correction: Say 'Choose 1' for example, or ignore this box	
"Choose 1"	Conzelmann
"Choose 2"	councilman
Spell That...	
Play That Back	
Cap That	
Unselect That	
Correction Options...	

You can say "Choose 1" to select the correct choice.

You can also click on the correct choice with the mouse.

Dragon NaturallySpeaking®8 software will then correct the text in your document and will learn from your correction.

Correction Tips

Here are some more tips on how to increase accuracy and correct recognition errors. If you need more

www.ScanSoft.com/NaturallySpeaking

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information, see the *Dragon NaturallySpeaking*®8 User's Guide, or find what you're looking for in the online Help.

- You can also get the Correction menu to appear by selecting text with the mouse or keyboard and pressing the correction hot key (by default, the minus [-] key on your numeric keypad).
- If what you really said does not appear in the list, you can say "Spell That" or just type in the correct text.
- If the text you are trying to select appears in your document more than once and the computer selects the wrong one, you can say "Select Again" and it will select a different occurrence.
- If you find yourself frequently correcting small common words, it is often more effective to select more than one word. For example, say "Select going to" instead of "Select to" even if "going" is the correct text.
- If you play back the text by selecting text and using the "Play That Back" command, you can press the Correction hot key at any time to correct the text that is currently being played back. Once you choose an item from the choice list, the correction will be made and playback will resume. (Playback is available only in Preferred Edition and Professional editions)
- If you want to go through your document and make a series of corrections, you can bring up the Correction menu, use the down arrow key to select a choice, then use the right or left arrow key to make the correction and navigate to the next correction.
- For more information on how to improve recognition accuracy, from the Tools menu, click Accuracy Center.

Dictation Tips

- Pronounce each word clearly and distinctly and say all punctuation, but speak with your natural inflection, not in a monotone voice.
- Say commands without pausing between the command words (for example, say "New Paragraph") BUT—do pause before and after a command (for example, say "Select last 3 words" [pause] "Bold That"). This lets the program separate commands from words to be typed.
- Be sure that your microphone is in the correct position and check it every once in a while.

Quick Reference Card

Common Voice Commands for *Dragon NaturallySpeaking*®8

SAY . . .	TO . . .	SAY . . .	TO . . .
Navigating / New Line, Paragraph		Cutting / Pasting / Deleting Text	
"New Line"	Press the Enter key once	"Copy That"	Copy selected text
"New Paragraph"	Press the Enter key twice	"Cut That"	Cut selected text
"Space Bar"	Press the Space key	"Paste That"	Paste cut or copied text
"Tab Key"	Press the Tab key	"Scratch That"	Delete the last thing you said
"Go to Bottom"	Move the insertion point to the end of your document	Inserting Basic Punctuation	
"Insert Before..." or "Insert After <word or words>"	Move the insertion point before or after certain text to insert text there	"Period" or "Full stop"	.
Selecting Text		"Comma"	,
"Select <word or words>"	Select a particular word or words to replace, correct, or format. Example: "Select Mary had a little lamb"	"Question mark"	?
"Select Again"	Select the same word or words again but in a different place	"Exclamation mark"	!
Formatting		"Colon"	:
"Bold That"	Apply bold to selected text	"Semicolon"	;
"Italicize That"	Apply italics to selected text	"Hyphen"	-
"Underline That"	Apply underlining to selected text	"Dash"	—
"Restore That"	Remove formatting from selected text	"Open quote"	"
"Cap <word>" or "Cap Next <word>"	Start the next word with a capital. Example: "Cap hot Cap dog" = Hot Dog	"Close quote"	"
"All Caps <word>"	Type the next word in all capitals. Example: "All Caps yikes" = YIKES	"Open parenthesis"	(
		"Close parenthesis")
		For more punctuation, see the online Help or the <i>Dragon NaturallySpeaking</i> ®8 User's Guide.	
		Accessing Sample Commands	
		"What Can I Say?"	Bring up a partial list of available commands that work in the active application
		For more commands, from the Tools menu, click Command Browser.	

Installing *Dragon NaturallySpeaking*®8

1. If you're running a virus checker, turn it off.
2. Put the *Dragon NaturallySpeaking*®8 CD into your CD-ROM drive. Setup begins automatically. If it doesn't, double-click Setup.exe on your CD.
3. Follow the on-screen prompts.
4. Choose your Setup Type. "Typical/Complete" installs all options and speech files and requires the most disk space. "Custom" lets you select which options and speech files to install and can greatly reduce the disk space required for installation. Click Next to continue.
5. You can enable the QuickStart option. QuickStart launches *Dragon NaturallySpeaking*®8 at system startup and adds an icon to the Windows® taskbar.
6. Select "Check the Internet for program updates after setup completes." to automatically update *NaturallySpeaking* over the Internet.
7. Click Finish to complete the installation. You may be prompted to re-boot your computer.

To use *Dragon NaturallySpeaking*®8, you will need to plug in the microphone included with your software.

Activating *Dragon NaturallySpeaking*

The first time you start *Dragon NaturallySpeaking*®8, you will be prompted to activate your copy of *NaturallySpeaking*. If you do not activate the software, *Dragon NaturallySpeaking*®8 will stop working after starting the product five times.

You must be connected to the Internet to activate the product. When prompted, click "Activate Now" and then "Activate Automatically."

Starting *Dragon NaturallySpeaking*®8

Start *Dragon NaturallySpeaking*®8 by:

- Double-clicking the *Dragon NaturallySpeaking*®8 desktop icon.
- Selecting Programs>*Dragon NaturallySpeaking*®8 from the Start menu.
- Right-clicking the QuickStart taskbar icon and selecting Start *NaturallySpeaking*, if the QuickStart option is enabled.



Teaching the program how you speak

The first time you start *Dragon NaturallySpeaking*®8, the program automatically starts the New User Wizard.

Step 1: Create a user

Name the user with your name or any other unique name and select your dictation source from the drop-down menu. Click Next.

Step 2: Check your audio settings

You are prompted to check your microphone volume and sound quality. When the program beeps to indicate that it's done, click Next.

Step 3: Training

You must now train *Dragon NaturallySpeaking*®8 to recognize your voice by reading aloud for several minutes.

When you are ready, click the Go button. A yellow arrow shows you where to start reading. When the words turn a different color, it means that the program has heard and recognized them. Click Next to continue and follow the on-screen instructions.

Step 4: Adapting to your writing style

Dragon NaturallySpeaking®8 can analyze your writing style to increase your overall recognition accuracy.

Adapting to your writing style can add 5 to 30 minutes to user training. Click Start to continue.

Note: Although we recommend that you run this part of the New User Wizard, if you plan to skip this part, select "Skip this step" rather than Cancel.

Step 5: You are ready to dictate

When you are finished training, you will get a message saying that you have completed the New User Wizard. At this point, you can start the Tutorial or begin dictating. Once you've made your choice, click Finish.

The DragonBar will appear on the top of your screen. You can now dictate into almost any Windows-based program on your computer.

Turning on the microphone

Before you can dictate, you need to turn on the microphone. You turn on the microphone by:

- Clicking the microphone icon on the DragonBar.



You can click this icon again to turn it off.

- Pressing the plus (+) key on the numeric keypad to turn the microphone on, and then press it again to turn the microphone off.
- Clicking the microphone icon in the Windows task bar.

Starting to dictate

To begin dictating, start a word processor (such as Microsoft® Word) and begin a new document. Make sure your text insertion point is at the start of the new document and simply start talking.

As you talk, text displays in the Results box while *Dragon NaturallySpeaking*®8 figures out what you said. The Results box is a small yellow window that appears on-screen as you dictate. For example:

talking to a computer

Getting help

To access the online Help for *Dragon NaturallySpeaking*®8, click the Help menu on the DragonBar and choose Help Topics. Alternately, you can say "Give Me Help."

Upgrading from a previous version

You can upgrade your English users from any edition of *Dragon NaturallySpeaking* Version 6 or 7 to Version 8.

For more information on upgrades, please see the User's Guide that came with your software. If your edition of *Dragon NaturallySpeaking* does not have a printed User's Guide, you can find it on your installation CD in the following location:

\\documentation\enx\user guide.pdf