

Dragon Naturally Speaking Guidelines

Creating a User

 When you first start using Dragon NaturallySpeaking, you will need to create a user file. This is where Dragon will store and update your speech files. After you train Dragon and use it over time, it will improve its accuracy in recognizing you.

Start Dragon Naturally Speaking

- Double click on the Dragon Naturally Speaking icon on the desktop.
- If there isn't a shortcut on the desktop, go to the Start menu, then Programs, and double click on Dragon NaturallySpeaking.
- When Dragon NaturallySpeaking loads, the toolbar appears at the top of the screen.

Then an **Open User** window will appear, if not click on the <u>NaturallySpeaking</u> button from the toolbar and choose Open User.



Type in your Name click Next

New User Wizard				
Create User				
Your name:				
Language:	US English			•
Dictation source:	Microphone plugged	ł into Mid-In jack (m	ost common)	•
Vocabulary:	General		•	Advanced
To continue, click N	ext.			
	< Bac	k Next >	Cancel	Help

Pick the headset you will be using click Next y



Position your headset Click Next

X

Audio Setup Wizard - Step 1 of 3

Correct positioning of your microphone is one of the most important factors in get/ing good dictation accuracy. Use the picture below as a guideline for positioning your microphone.

For more information on connecting or positioning your microphone, click Here.



Now, the New User Wizard will get ready to create speech files for you.

The first window is the Volume Check window, which will establish that your voice is being identified by the microphone at a level compatible with the software. Click the Start Volume Check button and read the paragraph provided. When the Volume Check is completed click next.



The Next window is the Start Quality Check Window. You will click the Start Quality Check button and read the paragraph provided. When the Quality Check is completed and you receive a <u>Passed</u> outcome then you will click Finish.

Audio Setup Wizard - Step 3 of 3

The computer will now test the quality of your sound system and microphone.

Click Start Quality Check and then begin reading the following text aloud:

In this step the computer checks the audio input from your sound system. Having high-quality audio input is very important for good speech recognition. Poor audio input will make it difficult or impossible for the program to recognize your speech accurately. When the computer has finished checking the audio quality, it beeps to signal that the test is complete. If you reach the end of this ext but you have not heard a beep, start reading the text again from the reginning. You should only have to read for about fifteen seconds. Start Quality Check Play Ready... <a href="https://www.complete.complet

If this is the first time you have used Dragon Naturally Speaking (DNS) then the following

General Training will appear.

🗲 General Training (Billie)	
Click Go and then read the following sentence aloud.	
Welcome to general trainin	g
Start	Finish
Go Demo	Cancel

After the short General Training, Select the text you would like to read from a similar box to the one below.

Select Text

Please select the text that you would like to read.

Sales Letters (Easier Reading: Business) Employment Request Letter (Easier Reading: Business) Product Manager's Mail Messages (Easier Reading: Business) Success is a Journey (Medium Reading: Business Philosophy) Mark Twain Speech about Stage Fright (Medium Reading: Speech) Kennedy's Inaugural Address (Medium Reading: Historical Speech) Dave Barry in Cyberspace (Medium Reading: Humor) Dogbert's Top Secret Management Handbook (Harder Reading: Humor)

A



Read following the yellow arrow until you have completed that training.

New User Wizard		X
Train Dragon Naturallys	Speaking Talking to your Computer (Easier raph.	Reading: Instructional)
Understanding take for granted. speech when we'r recognition by the	ken language is something that Most of us develop the ability to e very young. We're already exp age of three or so.	people often recognize erts at speech
Start		Finish
Pause	<pre><-Redo Skip -> </pre> < Back Next > C	ancel Help

There will be a short adaptation then the following window will appear, check the Skip this step box then click Next.



You have now finished your first training and it is recommended that you use the tutorial.

New User Wizard	
Done	
Congratulations! You have completed the New User Wizard.	
What do you want to do next?	
Start the Tutorial (recommended for first-time users)	
See what's new in Version 9 (recommended for users of earlier versions)	
C Begin dictating	
Click Finish to close this wizard.	
< Back Finish	Help

Every time you use Dragon Naturally Speaking it is wise to Check your Audio settings. Click on Tools then Accuracy Center



from the drop-down menu

Click Check your audio settings



Welcome to the Accuracy Center!

The Accuracy Center provides you access to the tools that will help you improve how Dragon NaturallySpeaking hears and understands what you say.

Click or say a link that interests you.

 Improve your acoustics
 Improve your acoustics

 Improve your audio settings
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 Improve your audio settingsettings
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Manage your commands

🖳 Launch the Command Browser

Improve your vocabulary Add a single word to your vocabulary Add words from your documents to the vocabulary Increase accuracy from e-mail Add a list of words to your vocabulary View or edit your vocabulary New or edit your vocabulary Cet more information

How to manage and personalize your vocabularies

X Exit

You will then be able to follow the steps previously shown for audio settings

Perform More Training

Accuracy Center	
Welcome to the Accuracy Center!	
The Accuracy Center provides you access to the tools	that will help you improve how Dragon
NaturallySpeaking hears and understands what you say	nan nap you mprovo nov Dragon 7.
Click or say a link that interests you.	
Second Se	Improve your vocabulary
	🚔 Add a single word to your vocabulary
Improve your acoustics	Add words from your documents to the
III. Check your audio settings	vocabulary
2 Run the Acoustic and Language Model Optimizer	🖀 Increase accuracy from e-mail
🖉 Schedule Acoustic and Language Model Optimizer	🖹 Add a list of words to your vocabulary
to run later	🖕 View or edit your vocabulary
Perform general training	Run the Vocabulary Optimizer
Manage your commands	Get more information
🖳 Launch the Command Browser	$ otin \mathbf{\Theta} \mathbf{H}_{\mathrm{ow}} $ to manage and personalize your
	vocabularies
🛪 Exit	

It is a good idea to perform several trainings Click on Tools then Accuracy Center from the drop-down menu Click on Perform general training Follow the steps previously mentioned for training

Let's Get Started

Turn on you microphone by clicking on it in the Dragon Pad or pressing the + key. Say open Dragon Pad or Click Tools - Click Dragon Pad

Now using DNS type a list of goals, these could be a list of goals for the class or any other goals. Refer to the list of Basic Commands