

Dragon Keyboard Correction Guide

Composing Text

Pressing the NumPad Plus key will toggle the microphone on and off for dictating. Toggle the microphone off when you are not actively engaged in dictating text. With the microphone on, you can dictate a sentence, a paragraph, or even multiple paragraphs before making any corrections to misrecognized speech. This can facilitate composing without frequent interruptions to your flow of thought. However, proper correction of misrecognized speech is necessary to improve the performance of the system (i.e. reduce future misrecognitions). When making corrections, you may wish to press the NumPad Plus key to toggle the microphone off. You should feel completely free to switch between speech and keyboard input throughout your writing session.

Correcting Misrecognized Text

1. Use the mouse or Control+Shift and Arrow keys to select misrecognized word(s).
2. Open the Spell Window by pressing the NumPad Minus key ("*Correct*" commands *bring up Spelling Window* must be enabled on the Dragon Options Correction tab).
3. **If you are uncertain of what was dictated**, click the "Play that back" button on the Spell Window. Voice audio is sometimes unavailable for selected text.
4. **If correct text is displayed as a choice**, double-click your choice for correction. Text in document will be changed.
5. **If correct text is NOT displayed as a choice**, type correct text using the keyboard and press the Enter key (or click "OK"). Text in document will be changed.

Revising Recognized Text

1. Use the mouse or Control+Shift and Arrow keys to select text to be changed.
2. Use keyboard or dictate new word(s).
3. Use mouse to position cursor where you want to continue dictation.

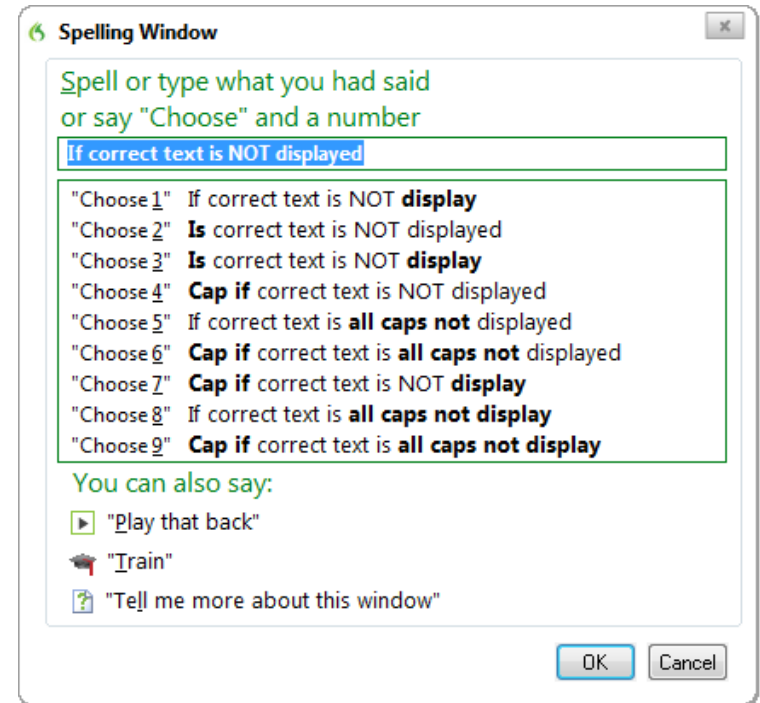


Figure 1: Dragon Spelling Window

TIPS:

- Dictate the command "Scratch That" to erase the most recently dictated utterance.
- Dictate the command "Resume With <word(s)>" to erase text that came after the specified word(s). Specified word(s) must be in the last three or four sentences dictated (100 characters).
- Dictate the command "Correct That" to select the most recently dictated utterance and bring up the Spelling Window for correction.
- Dictate the command "Correct <word(s)>" to select the specified word(s) and bring up the Spelling Window for correction.