Dragon Instructions with Pictures (MAC)
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Creating a Profile

- When you first open Dragon, you will be asked to create a profile.
- Enter a name and make sure “Dictation” is selected from the menu
- Click Continue
- Select the Microphone you would like to use and click Continue
- Select United States and Click Continue
- Select the accent that most suits you, most likely “American”
Creating a Profile (Cont.)

- Dragon will ask you to read a sample paragraph to begin to understand your voice
  - Note Dragon may adjust before you finish reading

- Click Done
Calibrating Dragon

- To calibrate dragon do your voice, select the dragon icon on the navigation bar
- Highlight “Improve Recognition” and select Voice Training
Calibrating Dragon (Cont.)

- Select which voice training you would like to do
  - “Welcome” is recommended, but any training will work
- Dragon will have you read sections to better understand your cadence and tone
Modes of Dragon

• There are different modes in Dragon:
  1. Dictation Mode
  2. Command Mode
  3. Spelling Mode
  4. Numbers Mode
  5. Transcription Mode
• To change modes, click on the drop down menu and select the mode you want
  • Alternatively, you can press command+fn+f10
• You can look at the available commands for each mode
• You can easily switch between modes by using the shortcut command+fn+f10
Dictation Mode

• In Dictation Mode, everything you say will be written in a text document
• Dragon will not be able to detect pauses as punctuation, so you must say words like, ”Comma”, or, “Period”.
Command Mode

• In Command Mode, you are able to control your computer through a number of commands.
  • Refer to pg. 8 for more resources

• Most built in software should be able to be controlled in this mode
Spelling Mode

• Spelling Mode is used to spell words that dragon can not properly spell
• This is mainly used for names or uncommon words
Numbers Mode

• Similar to Spelling Mode, Numbers mode allows for you to say numbers and have them written as numbers instead of letters.
Transcription Mode

• If you have any audio recordings, you can use Transcription Mode to have them changed into text

• You should review the transcription to make sure all sections accurately reflect the audio.
Correcting Dragon

- If at anytime Dragon makes a mistake, you can press command+fn+f9 to view the correction menu.
- Say the number of the word or phrase that is correct or follow the additional prompts.