NOTE: If you have an existing version, we suggest backing up your profile first.

Once your profile is created, Dragon Medical Practice Edition offers ways to refine it, determine your initial accuracy!

IF YOU USED DRAGON MEDICAL 10 or 11... Once the upgrade completes, we strongly recommend you backup your profile first.

IF YOU ARE NEW TO DRAGON MEDICAL PRACTICE EDITION A series of screens will guide you to create the best possible profile for you. Don't rush through it. It will prevent many errors.

You can open the Sidebar by saying “Open Dragon Sidebar” or double-click its desktop icon. The Sidebar displays tips and sample commands (global and application specific).

The top pane contains clickable links to related Help topics and tools.

You can open the Sidebar by saying “Open Dragon Sidebar” or “What Can I Say?”

NOTE: Right-clicking the Sidebar displays a menu from which you can: Launch Manual, open tutorials, and more.

AN IMPORTANT HABIT: CONTROL WHETHER DRAGON LISTENS

Start a word processor and make sure your cursor is in the document, then turn on the microphone and dictate sentences in a clear and natural voice. Say punctuation and spacing, dates and percentages. If you want to capitalize a particular word, say “cap” or “all caps” before it.

CORRECTING ERRORS

At any time, you can search the Help with a direct command such as “Search Dragon Help for hotkey options”. You can also use Dragon Medical Practice Edition's Help menu.

Many resources are on the Web including the latest guides, tips, videos, compatible hardware, partners who provide customization services and support.

LEARNING MORE

At first, on getting used to dictating fluently and refining the vocabulary. Over time, you can learn to do more and more by voice.

At any time, you can search the Help with a direct command such as “Search Dragon Help for hotkey options” You can also use Dragon Medical Practice Edition’s Help menu.

Many resources are on the Web including the latest guides, tips, videos, compatible hardware, partners who provide customization services and support.

CONNECT YOUR MICROPHONE – important notes:

• When you plug your microphone into your PC, an "audio event" window opens. If this happens, verify what is highlighted in that window before closing it.

• If you want to bypass your PC's sound system (or if your PC has only one audio socket), consider using a USB adapter or USB microphone.

• If your PC has only one audio socket, you can use a Y-shaped adapter.

• If you use a Bluetooth microphone, plug its dongle into a USB port on your PC. After powering on the headset, make sure it is in "On" mode (see your microphone's guide).

• Using a built-in (i.e., microphone with Dragon Medical Practice Edition is not recommended.

• You may want to verify the "recording" Sound settings in the Control Panel (right-click the speaker icon in the System Tray).

• Plug in before you open Dragon Medical Practice Edition application-specific).

INSTALL DRAGON MEDICAL PRACTICE EDITION

NOTE: If you have a new computer or if you have upgraded your computer, we suggest backing up your profile first.

1) Exit any open program. If you're running an anti-virus program, turn it off until after the installation completes.

2) Put the Dragon DVD into your PC (or open the downloaded file) and follow the prompts.

3) Enter the serial number found on the DVD sleeve (or, if you purchased a download, in the email you received). Click Next, accepting all the recommended options.

ON: Dragon is listening. 

OFF: Dragon cannot hear anything.

THE DRAGON SIDEBAR

The Sidebar helps you to find and select commands (global and application specific).

The top pane contains clickable links to related Help topics and tools.

START A Word processor and make sure your cursor is in the document, then turn on the microphone and dictate sentences in a clear and natural voice. Say punctuation and spacing, dates and percentages. If you want to capitalize a particular word, say “cap” or “all caps” before it.

Before you start dictating... Go through the Interactive Tutorial (its simulations include practice for efficient editing including the "go back" command and smart formatting).

The top pane contains clickable links to related Help topics and tools.

PERSONALIZE YOUR PROFILE’s VOCABULARY

In order to dictate efficiently, you should let Dragon Medical Practice Edition learn what you use. It saves common expressions, jargon, legal phrases, email addresses.

Personalizing your Profile will improve many things.

There are several means to do this including having Dragon Medical Practice Edition analyze test similar to what you plan to dictate. See “Improve my accuracy” in the Help menu.

Before dictating, you may want to verify the “recording” Sound settings in the Control Panel (right-click the speaker icon in the System Tray).

If you use a USB microphone, plug its dongle into a USB port on your PC. After powering on the headset, make sure it is in “On” mode (see your microphone’s guide).

If you want to bypass your PC’s sound system (or if your PC has only one audio socket), consider using a USB adapter or USB microphone.

If your PC has only one audio socket, you can use a Y-shaped adapter.

If you use a Bluetooth microphone, plug its dongle into a USB port on your PC. After powering on the headset, make sure it is in “On” mode (see your microphone's guide).

If you want to verify the “recording” Sound settings in the Control Panel (right-click the speaker icon in the System Tray).

If not, you can say “Spell that” to open the Spelling dialog. Dragon cannot hear anything.

If a message asks whether you want to save changes to your profile, say yes to preserve your changes. If not, you can say “Spell that” to open the Spelling window, where you can spell or type what Dragon should have recognized or modify an alternative that is almost correct.

When Dragon Medical Practice Edition microphones something you dictated, you can say “Correct” or “Correct the selection” – “co” being the word(s) highlighted on the screen.

This will display the Correction Menu, which shows a list of alternatives. If what you wanted is on the list, choose it (say for instance “Correct 1”). If not, you can say “Spell that” to open the Spelling window, where you can spell or type what Dragon should have recognized or modify an alternative that is almost correct.

ON: Dragon is listening. 

OFF: Dragon cannot hear anything.

THE DRAGON SIDEBAR

The Sidebar helps you to find and select commands (global and application specific).

The top pane contains clickable links to related Help topics and tools.

You can open the Sidebar by saying “Open Dragon Sidebar” or “What Can I Say?”

NOTE: Right-clicking the Sidebar displays a menu from which you can: Launch Manual, open tutorials, and more.

AN IMPORTANT HABIT: CONTROL WHETHER DRAGON LISTENS

One can control Dragon’s microphone by:

• Pressing the + on the numeric keypad (this hotkey can be changed in Dragon's Options dialog).

• Clicking the microphone icon on the DragonBar or System Tray.

• Using commands such as “wake up” and “microphone off.”

ON: Dragon is listening. 

OFF: Dragon cannot hear anything.

YOUR FIRST DICTATION

Start a word processor and make sure your cursor is in the document, then turn on the microphone and dictate sentences in a clear and natural voice. Say punctuation and commands as new paragraph.

As you dictate, a small Dragon icon indicates the software is processing. No need to wait for Dragon Medical Practice Edition to "catch up". Dictate at a natural pace. Aim to speak long phrases, since this gives Dragon Medical Practice Edition some context and leads to much better results than slow, halting speech.

If a message asks whether you want to save changes to your profile, say yes to preserve your changes. If not, you can say “Spell that” to open the Spelling window, where you can spell or type what Dragon should have recognized or modify an alternative that is almost correct.

When Dragon Medical Practice Edition microphones something you dictated, you can say “Correct” or “Correct the selection” – “co” being the word(s) highlighted on the screen.

This will display the Correction Menu, which shows a list of alternatives. If what you wanted is on the list, choose it (say for instance “Correct 1”). If not, you can say “Spell that” to open the Spelling window, where you can spell or type what Dragon should have recognized or modify an alternative that is almost correct.

When Dragon Medical Practice Edition microphones something you dictated, you can say “Correct” or “Correct the selection” – “co” being the word(s) highlighted on the screen. At any time, you can search the Help with a direct command such as “Search Dragon Help for hotkey options”. You can also use Dragon Medical Practice Edition’s Help menu. Many resources are on the Web including the latest guides, tips, videos, compatible hardware, partners who provide customization services and support.
NOTE: You can change the way Dragon Medical Practice Edition formats numbers, abbreviations, and more. (The Vocabulary Editor lets you set Word Properties such as “Fig.” for “figure” in front of numbers and “table” for “column.”)

NOTE: You can adjust spoken forms and properties in the Vocabulary Editor.

NUMBERS, DATES, TIMES, UNITS, PRICES…

NOTE: You can change the way Dragon Medical Practice Edition formats numbers, abbreviations, and more. (The Vocabulary Editor lets you set Word Properties such as “Fig.” for “figure” in front of numbers and “table” for “column.”)

To Enter… You Can Say…
4.2 four point two
$4.50 four dollars and fifty cents
179 one hundred seventy nine
$423 three hundred forty two
11/32 eleven over thirty two
5.35 five point thirty five
200 kg two hundred kilograms

PRINCIPLES:
• To click a button or other interface item, say its name preceded by “click” (see the Commands tab of the Options dialog).
• Pause before and after commands but not within them.

Control the Microphone
Go to sleep | Stop listening
Wake up
Microphone off
Search Dragon Help for…

Search the Web
Open top site for…
Switch to Spell mode

Select Text
Correct <xyz>
Correct that
Correct <xyz>

Add Lines and Spaces
New line
New paragraph
Press Enter
Press Tab key
Tab <n> times

Get Help
Give me help
What can I say
Dragon Sidebar Help
Search Dragon Help for…

Search the Computer
Requires a desktop search engine
Search the computer for…
Search documents for…
Search email for…

Search Google for…
Search the Web
Search the Computer
Search Wikipedia for…
Search documents for…
Search maps for…
Search news for…

Move to top | bottom
Press Enter
Move down <n> lines
Press Tab key
Move left <n> characters

Move the Insertion Point
Add Lines and Spaces
New line
New paragraph
Press Enter
Press Tab key
Tab <n> times

Select all
Resume with <xyz>
Select <xyz>
Delete line

Select previous paragraph
Backspace <n>
Select document
Undo that
Unselect that
Cut that

Show Dictation Box
Correct Dragon’s Errors
Spell Out

Move in a list
Format

Move down <n>
Bullet selection, Unbullet that

Go to bottom | top
Press Enter
Press right arrow

Move the Mouse
Add Lines and Spaces
New line
New paragraph
Press Enter
Press Tab key
Tab <n> times

Correct Dragon’s Errors
Correct <xyz>
Correct that

Correct <xyz>
Spell that
Spell <space Charlie alpha papa>

Move the Insertion Point
Insert before <xyz>
Go back
Go to top | bottom
Move down <n> lines
Go to end of line
Move left <n> characters
Page up | down

Format
Button selections, Unbutton that
Bold the previous box
Underline ess, Capitalize ess
Make this uppercase, Uncap that
All caps on | off

Search Windows
Switch to desktop (option)
Show Desktop
List all windows

Start and Close Items (see the options for Start menu and Desktop)
Start DragonPad
Start <item name>
Start Microsoft Word
Start Internet Explorer
Open Control Panel

Move the Mouse
Move mouse up
Move mouse right
Move mouse down slower
Step
Cursor
Click the Mouse
Move cursor
Move double clicks
Move right click

Medical templates
Medical normals
Medical brief produce template
Medical inpatient admit template
Medical new patient template
Medical progress note template
Medical discharge summary template

Malware
Virus
Spyware
Adware
Rootkit
Trojan

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