

If a message asks whether you want to save the changes to your profile, say yes - that way you will preserve the refinements you made during your session, such as adding some words to the Vocabulary, correcting an error, changing an option, etc.

SAMPLE COMMANDS

Global Commands (available no matter what is active)

Control the Mic

“Go to sleep”
“Wake up”
“Microphone off”

Search the Web

“Search the web for <xyz>”
“Find a website about <xyz>”
“Search Amazon for <xyz>”
“Search videos for <xyz>”
“Search news for <xyz>”
“Search maps for <xyz>”

(Note: The Search commands are not available in the Basics Edition.)

Select Text

“Select that”
“Select <xyz>”
“Select next <n> words”
“Select again”
“Select previous paragraph”
“Select document”
“Select all”
“Unselect that”

Move the cursor

“Move left <n> characters”
“Move down <n> lines”
“Go to end [of line]”
“Go to top | bottom”
“Page up | down”
“Insert before <xyz>”

Correcting text

“Correct <xyz>”
“Correct that”

Get Help

“Give me help”
“Search Dragon Help for <xyz>”
“Show Dragon Sidebar Help”

Search the Computer

(requires a desktop search engine)
“Search the computer for <xyz>”
“Search documents for <xyz>”
“Search email for <xyz>”

Edit Text

“Resume with”
“Delete line”
“Delete last <n> words”
“Delete that”
“Backspace <n>”
“Undo that”
“Cut that”
“Copy that”
“Paste that”
“Scratch that”

Add lines and spaces

“New line”
“New paragraph”
“Press Enter”
“Press Tab key”
“Tab <n> times”

Spelling Out

“Spell that”
“Spell <cap a b t hyphen 5>”

Move and Select

- “Go to end of line”
- “Go to top of document”
- “Select the next <number>words”

Work with windows

- “Switch to previous window”
- “List windows”
- “Maximize window”
- “Show Desktop”
- “List windows for <program name>”

Move the mouse

- “Move mouse up”
- “Move mouse right”
- “Move mouse up faster”
- “Move mouse down slower”
- “Stop”

Click the mouse

- “Mouse click”
- “Mouse double click”
- “Mouse right click”

Start and exit programs

- “Start <program name>”
- “Start OpenOffice Writer”
- “Start Firefox”
- “Close Window”

Format

- “Bullet selection”
- “Make this uppercase”
- “Bold the previous <number>words”
- “Cap that, All caps on”
- “Capitalize the previous line”
- “Underline this word”

Position the mouse

- “Switch to next window”
- “List all windows”
- “Minimize window”
- “Restore windows”
- “MouseGrid” (full screen)
- “MouseGrid Window” (active window)
- “MouseGrid <1 to 9>”
- “Cancel”

Drag the mouse

- “Drag mouse down faster”
- “Mouse drag lower right very fast”
- “Mouse drag up very fast”

- “Start Microsoft Word”
- “Start Internet Explorer”
- “Start Mail”

Punctuation and symbols

To Enter...	Say...
.	<i>dot point period full stop</i>
,	<i>comma</i>
!	<i>exclamation point exclamation mark</i>
(<i>open paren</i>
's	<i>apostrophe ess</i>
"	<i>close quote</i>
@	<i>at sign</i>

To Enter...	Say...
\$	<i>dollar sign dollar dollars</i>
+	<i>plus sign</i>
_	<i>underscore</i>
-	<i>hyphen</i>
;	<i>semi colon</i>
?	<i>question mark</i>
;-)	<i>winky face</i>

NUMBERS, DATES, TIMES

You can change the way Dragon formats numbers, dates, and time by setting the options on the the Auto-formatting dialog box. To open this, click Tools>Auto-Formatting Options in the DragonBar.

To Enter...	Say..
4	<i>four</i>
23	<i>twenty three</i>
179	<i>one hundred seventy nine</i>
5423	<i>five thousand four hundred twenty three</i>
5,423	<i>five comma thousand four twenty three</i>
0.03 "	<i>zero point zero three</i>
11/32	<i>eleven over thirty two</i>
781-565-5000	<i>seven eight one five six five five thousand</i>
\$99.50	<i>ninety nine dollars and fifty cents</i>
8:30 p.m.	<i>eight thirty pm</i>
200 kg	<i>200 kilograms</i>
5'3"	<i>five feet 3 inches</i>
50 mm	<i>50 millimeters</i>
May 15, 2003	<i>May fifteen comma two thousand three (note: saying "comma" is optional)</i>
MMIV	<i>Roman numeral two thousand four</i>
Boston, MA 02460	<i>Boston Massachusetts 02460</i>
1 Wayside Dr.	<i>One Wayside Drive</i>

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