



## Dragon NaturallySpeaking v10 Professional Training Course Outline

### Dragon NaturallySpeaking v10 Professional - Beginners Course 3 Hour Training

#### Chapter 1: Introduction to Speech Recognition software

#### Chapter 2: Completing the enrollment process

- No Training
- Short Training
- Special Training

#### Chapter 3: Explanation of the DragonBar

- Formatting Options
- Option Tabs & Settings

#### Chapter 4: Controlling the Microphone

#### Chapter 5: Dictating Text & Punctuation

- Exploring the Results Box

#### Chapter 6: Dictation of Special Characters

#### Chapter 7: The Importance of Correcting

#### Chapter 8: Editing Methods

#### Chapter 9: Formatting your Dictations

#### Chapter 10: Improving your Accuracy

#### Chapter 11: Customizing your Vocabulary

- Exploring the Word Properties dialog box

## **Dragon NaturallySpeaking v10 Professional – Intermediate Course**

3 Hour Training

### Overview of Dragon NaturallySpeaking v10 Professional for Beginners

#### **Chapter 12: Controlling your Computer by Voice**

- Working with the Dictation Box

#### **Chapter 13: Working with Voice Shortcuts**

- Desktop
- Web
- Email/Calendar

#### **Chapter 14: Managing User Profiles**

- Importing & Exporting
- Adding Dictation Sources
- Settings up Roaming Users

#### **Chapter 15: Working with third-party hardware**

- Philips, Olympus & Sony Digital Voice Recorders

#### **Chapter 16: Working with Multiple Vocabularies**

#### **Chapter 17: Creating Custom Commands**

- Text & Graphic
- Step by Step
- Macro Recorder

#### **Chapter 18: Creating Dragon Templates**

#### **Chapter 19: Managing Custom Commands**

#### **Chapter 20: Deferred Dictation**

## **Dragon NaturallySpeaking v10 Professional – Advanced Course**

3 Hour Training

Overview of DNS v10 Professional for Intermediate Users

**Chapter 21: Exploring the Administrative Settings**

**Chapter 22: Working with Advanced Custom Commands**

- Dynamic Variable Macros
- Advanced Scripting Macros

**Chapter 23: Configuring the AutoTranscribe Folder Agent**

**Chapter 24: Acoustic & Language Model Optimizer**

**Chapter 25: Review of the Administrator Guide**

**Chapter 26: Understanding the Data Distributing Tool**

**Chapter 27: Working with the NS Admin Tool**

**Chapter 28: Exam Preparation**