

## Dragon NaturallySpeaking® – Follow-Up/Intermediate

### Overview

In this course, clients have the opportunity to revisit topics covered on the Beginners Course and continue to build their knowledge of Dragon NaturallySpeaking® to include advanced features.

### Prerequisites

Dragon NaturallySpeaking® - Beginners  
Dragon NaturallySpeaking®  
Preferred/Professional Version 5 or above

### Course Length

Options available:  
Half day (3 hours)  
Full Day (6 hours)

Both offer options for follow-up training  
Appropriate breaks are taken between sessions.

### Special Needs

Clients with Special Needs should discuss requirements with the Trainer in advance of booking the course.

### NB:

Speech Recognition is a personalised program requiring one-to-one training. For this reason, the course outline may change depending on the individual person's needs and ability.

### Session 1: Follow-on from Beginners Course

Troubleshooting  
Revisit Topics Covered Previously  
Ensure Client Dictating and Correcting Appropriately

### Session 2: Topics Not Covered On Beginners Course

Continue As Appropriate

### Session 3: Shortcut Dictation

Text Macros  
Step-By-Step Macros\*  
Amending Macros

*\*Professional version only*

### Session 3: Speech Files

Saving  
Copying  
Moving  
Backups  
Restoring  
Location

### Session 4: Users

Managing  
Creating  
Renaming  
Exporting/Importing  
Licence Regulations

### Session 5: Vocabularies

Managing  
Creating  
Renaming  
Exporting/Importing

### Session 6: Command Browser

Browse  
Script  
Manage  
Finding Commands  
Copying Commands

### Session 7: Dictating in Non Standard Windows

DragonPad  
Dictation Box

### Session 8: Options

Correction  
Commands  
View  
HotKeys  
Data  
Formatting  
Miscellaneous  
Text-to-Speech

### Session 9: Customisation

Template and PC Customisation  
Using  
Advanced Script Macros\*†

*\*Professional version only*

*† Created by trainer at request of client*