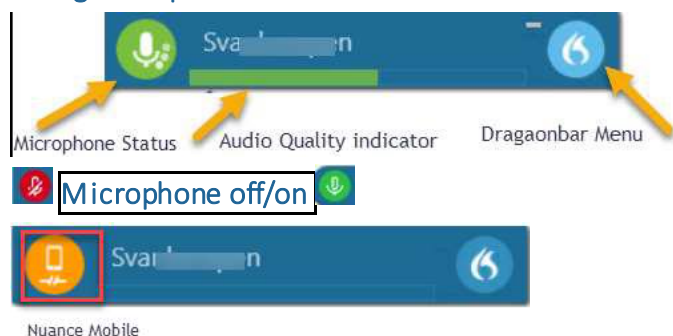


WCGH Medical Staff Go-Live Update: July 8, 2022

DRAGON – Quick Reference Guide

Using Microphone:



Change Microphone:

Dragon menu → Microphone → select

Microphone Best Practices:



Getting Help: Say the Command

- “What can I say”

Correcting/Deleting: Say the Command

- “Add Word”
- “Delete that / Scratch that”
- “Undo/Redo that”
- “Select / Correct ‘X’”
- “Select that/Correct that” (selects last utterance)
- “Select First/last/next word” “Select All”
- “Select ‘X’ thru ‘Z’”
- “Unselect that”

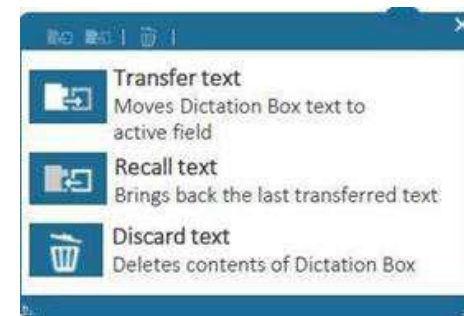
Formatting: Say the Command

- “New paragraph”
- “New line”
- “Insert before/after ‘X’”
- “Bold that”
- “Italicize that”
- “Underline that”
- “Go to end of sentence/paragraph”
- “Go to start of sentence/paragraph”
- “Go to end”
- “Transfer text”
- “Cap that / Cap ‘X’”

Manage Vocabulary:

1. “Say “Add Word” or
2. From Flame in Dragonbar,
3. **SELECT:** Manage Vocabulary

Dictation Box: Useful commands



Dictating Punctuation:

Say this:	To type:
Comma	,
Period or full stop	.
Exclamation point, exclamation mark	!
Question mark	?
Colon	:
Semi colon	;
Open quote ... Close quote	“ ... ”
Open paren ... Close paren	(...)

Create a Step-by-Step Command:

- Step-by-step commands are voice commands for commonly used actions in PowerChart.

See in toolbar in PowerChart / FirstNet to learn more.



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