**DRAGON TIPS & TRICKS**

**Enhancing Dictation**

 **DRAGON FACTS**

* By design Dragons Optimum Accuracy Rate is 90%
* 80%-90% (Above Average User)
* 60-75% (Average User)
* 40- 60% (Occasional)
* Less than 40% (Infrequent)

**AGENDA**

* Accuracy Center to Optimize Dictation
* Volume Check & Quality Check
* Program Dragon Mic Buttons
* Create Voice Command to log you into PowerChart
* Go over preloaded voice activated commands
* Review where to get Dragon help

**COURSE INSTRUCTION**

ACCURACY TUNING

* + **TOOLS** → **ACCURACY → CHECK YOUR AUDIO SETTINGS**

 **Volume Check Window**

* Instruct providers that they **will click “Start Volume Check”** and read the paragraph that becomes bold in the box until they hear a beep to signal check is complete and box displays:

 **Quality Check Window**

* + **click “Start Quality Check”** and read the paragraph
	+ **click “next”** when completed and status displays **“PASSED”**

DICTATION TIPS

* + Tips on Dictation and Refining for more accurate dictation
	+ Speak using multiple word entries
	+ MIC 4”- 6” from mouth, off center
	+ Enunciate (try not to drop T’s, S’s, N’s
	+ **MAKE CORRECTIONS THROUGH DRAGON**

PROGRAMMING MIC BUTTONS

PowerMic II Configuration



Mic Buttons can be programmed to represent a specific voice command

1. Go to Dragon Bar → Tools → Options → PowerMic II Tab
2. Determine Button you wish to be a command (the Rewind Button)
3. Go to the corresponding Application name a drop down box
4. Select “User Commands”
5. Select from available list **OR** type delete
6. Click “Apply: → Click “OK”
7. Open Dictation Box

SETTING UP VOICE COMMAND TO OPEN POWERCHART

1. Dragon Bar:

→Click “TOOLS”

→Click “COMMAND BROWSER”

→Click “ACUTE” folder

→Highlight “Canopy Log In” and right click

→Select “Edit” (Commands Editor window will open)

1. Default command is Canopy Log In; Provider can rename (Ex: Open Sesame, Open Power, etc…..)

→Enter command name in “My Command Name Box”

1. Go to Steps Box

→Highlight 7th line “Type User Name” → Click “Edit” → Enter your User ID

→Highlight 9th line “Type Your Password” → Click “Edit” → Enter your password

1. Save → Close Editor Box
2. Test the open PowerChart command you just created.

REVIEWING AVAILABLE VOICE ACTIVATED ACTION COMMANDS

Under the “All” folder in the Command Browser the is a list of verbal commands that interface with Canopy Apps

DRAGON HELP

* **To do General Training** Readings: Go to Dragon Bar → Select “Accuracy” → Select “General Training”→ Select Reading → click “OK”
* **WBT’s**

People Connect: Education → Canopy Education → Select “Dragon- Tips” on menu on the left

Outside CHS: http://physicianconnect.carolinas.org

QUESTIONS