Speech Training

I am now speaking to my computer.

The computer is learning the sound of my voice as I speak.

This will help the computer better recognize what I say.

Speech recognition can recognize many speakers very accurately,

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But training the computer will provide an even better experience.

There will be fewer mistakes when dictating

And when I give voice commands such as...

Correct that

Go to the end of the sentence

2

And Start WordPad

The system will be better able to understand what I say.

Some advice for Speech Recognition users:

By now, you have probably already used Speech Recognition a little

There are many ways to become more proficient with Speech Recognition

One way is to make sure the computer hears you.

You should practice articulation well.

Consider speaking like a newscaster on television or on the radio.

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That style of speaking usually works well for speech recognition.

Many dictation mistakes are caused by the user not speaking clearly.

Ensure also that the microphone is always positioned correctly.

The boom on a headset microphone should be one inch away from your mouth.

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Otherwise the sound of your voice will not be recorded well.

Think of when a friend called you on the telephone

But did not speak directly into the phone.

You probably had a hard time understanding what was said.

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If you think you may have a poor quality microphone,

Consider using a better microphone.

Another way to improve your dictation experience is by fixing mistakes efficiently.

The correction dialogue is designed to make correcting text easier and faster.

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If the computer recognizes "further" as "father"

Do not say "Select father"

Followed by saying "further".

Instead, just say "Correct father".

You will probably see the word you want in the list that appears.

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If you don't see the word in the list, just speak the word again.

If you still can't see the word after you say it again,

You can say "Spell it."

The spelling dialogue is very efficient and powerful.

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You can say "A as in apple" or "A as in Adam."

You can also say "three" to edit letter three,

Or you can say "Delete" to delete the current letter,

And you can say "Insert" to insert a letter.

Just say "OK," when you get the word you want.

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The computer will learn from the correction.

The computer will be unlikely to make the same dictation mistake again.

Another way to improve your dictation experience is to learn advanced commands.

If there are two instances of the word "apple" in the document,

And you say, "Select apple,"

You will see that each instance of the word "apple" has a box over it.

To select the word you want, say the number of the word, followed by "OK."

If a menu appears and you want to get rid of it,

Simply say, "Cancel" to dismiss the menu.

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To scroll down the page in a document, just say "Scroll down."

If you don't know the name of the program you want to switch to

Just say, "Switch application."

You can then choose the one you want from the list on the screen.

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This concludes the Tips for Speech Recognition training session.

To read about more tips,

Look in the help documentation for Speech.