

Nuance Dragon Legal Individual

Control the microphone

Go to sleep | Stop listening
Wake up | Listen to me
Microphone off

Get help

Give me help
"Search the help for ..."
What can I say
– Show navigation commands
– Show correction commands
– Show formatting commands
– Show punctuation commands
– Open Help

Basic dictation and editing

Add lines and spaces

New line | Press enter
New paragraph
Press Tab key | Tab key | Tab
Tab <n> times

Dictating punctuation

Period
Comma
Question mark
Exclamation mark

Fixing mistakes

Undo | Undo that
Scratch that
Scratch that <n> times
Delete line
Delete last <n> words
Delete <text>
Resume with <xyz>
Backspace <n>
Correct <xyz>
Correct that

Select text

Select all
Select <xyz>
Select next <n> words
Select <start> through <end>
Select previous paragraph
Select document
Unselect that

Format

Underline <xyz>, Capitalize <xyz>
All caps on | off
Quote that
Bracket that

Copy and paste

Cut | Copy that
Cut | Copy <text>
Cut | Copy from <text> to <text>
Paste that

Spell out

Spell that
Spell <cap b a hyphen 5>
Spell <Charlie alpha papa>
Switch to Spell mode

Move the insertion point

Insert before <xyz>
Go back
Go to top | bottom
Move down <n> lines
Go to end of line
Move left <n> characters
Page up | down

Move in a list

Move down <n>
Go to bottom | top
Press Enter
Press right arrow

Add new words or commands

Add new word
Add new command
Open vocabulary editor
Open command browser

Search the computer

Search the computer for...
Search documents for...
Search e-mail for...

Searching the web

Search the web for <text>
Search eBay for <text>
Open top sites for <text>
Search video for <text>

Working with the web

(Dragon Web Extensions must be enabled in Internet Explorer® or Chrome™)
Show links
Press alt d
Press Enter
Press F5
Open new tab, Press control t
Press control f
click <link name>
click link
click text field or click edit box
click [radio] button
click checkbox
click image
click list box then show choices
– If more than one match: choose <n> or hide numbers or cancel

Work with windows

Switch to <window name>
Minimize window
Show Desktop
Restore windows
List all windows
List windows for <program>

Start and close items

(see the options for Start menu and Desktop)
Click Start
Start DragonPad
Start <item name>
Start Microsoft Word
Start Internet Explorer
Open Control Panel
Close window, Press alt F4

Mouse control

Move mouse up
Move mouse right
Move mouse down slower
Stop
Mouse click
Mouse double click
Mouse right click

How to	Instructions
How to issue commands	When issuing voice commands, be sure to pause before and after the full text of the command, but do not pause in the middle of the command. Do not include additional words within your command.
To click a button or other interface item	Say its name preceded by “click” (see the Commands tab of the Options dialog).

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[Nuance Communications](#) (Nuance) is a technology pioneer with market leadership in conversational AI and ambient intelligence. A full-service partner trusted by 77 percent of U.S. hospitals and 85 percent of the Fortune 100 companies worldwide, Nuance creates intuitive solutions that amplify people’s ability to help others.