ASAP Dragon Tips

**ADDING NEW WORDS**
- Click the white flame on the DragonBar
- Select Manage Vocabulary
- Click the plus sign
- Enter the new word
- Click the microphone icon and dictate the pronunciation
- Click Confirm

**TRAINING WORDS**
- Click the white flame on the DragonBar
- Select Manage Vocabulary
- Locate the word that needs to be trained
- Click on the word then click Train
- Click the microphone icon and dictate the word as you pronounce it

**CORRECTING WORDS**
- Train words while dictating
- Say Select followed by the word you want to correct
- Once the incorrect word is selected say Train Word
- Type the correctly spelled word in the box
- Click the microphone icon and dictate the word as you pronounce it

Reminder: Do not push the Red button on the handheld microphone when training words.

**COMMON COMMANDS**
- **New Line**
- **New Paragraph**
- **Delete That/ Scratch That** (Deletes the last dictated phrase)
- **Undo That** (Executes Ctrl+Z to undo the last action)
- **Select [word]**
- **Select [word] through [word]**
- **Open Quote**
- **Close Quote**
- **Open Parenthesis**
- **Close Parenthesis**
- **Cap (Example)**
- **All Caps (EXAMPLE)**
- **Number One (#1)**
- **One (1)**

**IMPORTANT REMINDERS**
- Before dictation begins, the cursor should be blinking in the window where you want text to appear
- The microphone should be approximately 1-3 inches away from the mouth
- Correcting misrecognized words will increase recognition accuracy
- Turn off the microphone when dictation is complete

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ORDER SET COMMANDS:
- Admission Module Order Set
- ED Admission Module
- Advanced Abdominal Pain Order Set
- Advanced Flank Pain Order Set
- ED Advanced Abdominal Pain
- ED Advanced Flank Pain
- Insert Advanced Abdominal Pain Order Set
- Insert Advanced Flank Pain Order Set
- Advanced Allergic Reaction Order Set
- Advanced Anaphylaxis Order Set
- ED Advanced Allergic Reaction
- ED Advanced Anaphylaxis
- Insert Advanced Allergic Reaction Order Set
- Insert Advanced Anaphylaxis Order Set
- Advanced Altered Mental Status Order Set
- Advanced AMS Order Set
- ED Advanced Altered Mental Status
- ED Advanced AMS
- Insert Advanced Altered Mental Status Order Set
- Insert Advanced AMS Order Set
- Advanced Bites Order Set
- Advanced Extremity Pain Order Set
- Advanced Trauma Order Set
- ED Advanced Bites
- ED Advanced Extremity Pain
- ED Advanced Trauma
- Insert Advanced Bites Order Set
- Insert Advanced Extremity Pain Order Set
- Insert Advanced Trauma Order Set
- Advanced Chest Pain Order Set
- Advanced Dyspnea Order Set
- Advanced Syncope Order Set
- ED Advanced Chest Pain
- ED Advanced Dyspnea
- ED Advanced Syncope
- Insert Advanced Chest Pain Order Set
- Insert Advanced Dyspnea Order Set

ORDER SET COMMANDS CONT.:
- Insert Advanced Syncope Order Set
- Advanced Female GU Order Set
- Advanced Female UTI Order Set
- Advanced Pregnancy Order Set
- ED Advanced Female GU
- ED Advanced Female UTI
- ED Advanced Pregnancy
- Insert Advanced Female GU Order Set
- Insert Advanced Female UTI Order Set
- Insert Advanced Pregnancy Order Set
- Advanced GI Beed Order Set
- ED Advanced GI Bleed
- Insert Advanced GI Beed Order Set
- Advanced Headache Order Set
- ED Advanced Headache
- Insert Advanced Headache Order Set
- Advanced Psych Order Set
- ED Advanced Psych
- Insert Advanced Psych Order Set
- Advanced Sickle Cell Crisis Order Set
- ED Advanced Sickle Cell Crisis
- Insert Advanced Sickle Cell Crisis Order Set
- Baytown Sepsis Order Set
- Insert Baytown Sepsis
- Insert Baytown Sepsis Order Set
- Insert Main Sepsis
- Main Sepsis Order Set
- Sugar Land Sepsis Order Set
- Clear Lake Sepsis Order Set
- Insert Clear Lake Sepsis
- Insert Clear Lake Sepsis Order Set
- Insert Saint Catherine's Sepsis
- Insert Saint Catherine's Sepsis Order Set
- Insert Saint John's Sepsis
- Insert Saint John's Sepsis Order Set
- Insert West Houston Sepsis

NOTE COMMANDS:
- Click Share
- Refresh Note
- Sign Note

SMARTPHRASE COMMANDS:
- Insert Heart Score

CUSTOM COMMANDS: