KNOWBRAINER QUICKSTART
KnowBrainer Top 20 Most Popular Commands

*Note that you won't be able to take advantage of the latest 4 years of commands
until you install and run the new KnowBrainer Commands Updater utility
which should only be run after you launch KnowBrainer twice*

NOTE that this Quickstart includes our most popular commands with definitions and examples. If you don't have time for this Quickstart, click the TOP 6 to jump to the end of this document where you will find an abbreviated list of the top 5 "got to have" commands which will be hyperlinked to the longer definitions.

Editing/Force Dictation Commands
(In Dragon friendly and non-friendly applications)

Insert **<dictation>** – replaces selected text and additionally moves the cursor to the end of the current paragraph

Revise **<dictation>** & Revise With **<dictation>** same as Insert **<dictation>** but when you select text with the mouse, you often accidentally grab an extra space which is returned

Type <dictation> Used to force dictation anywhere you can type. New dictation will begin capitalized while selected text will be replaced with proper capitalization and spacing.

Note: While Type <dictation> *permits direct dictation into any non-Dragon friendly application but may deploy too quickly for some networks, like Citrix. If you are unable to use* Type <dictation>, *substitute* Print <dictation> *(adds an extra space to the end so that you can repeatedly use this command.* Space <dictation> *is the same as* Print <dictation> *is but adds a space beginning rather than the end. However, a better solution is to use DragonCapture which permits Direct Dictation everywhere and doesn't require a KnowBrainer trigger command.*

Cursor Movement

Paragraph – moves the cursor to the end of the current paragraph and presses {Shift+Enter} twice to begin a new paragraph

Paragraph <dictation> - moves the cursor to end of the current line or paragraph and allows you to simultaneously dictate.

Beginning - Bottom - Continue – moves the cursor to the beginning of a file, and of a file or end of current paragraph.

Notepad <dictation> – Simultaneously opens NotePad and captures your dictation. This is similar to Dragon's Dictation Box but faster.
    Example: Say NotePad <my dog has fleas> - to simultaneously open NotePad and type "My dog has fleas".

Transfer – Cuts all of Notepad's text to Windows clipboard, closes Notepad and transfers the Windows clipboard text to the target application (such as an EMR). You might also consider checking out DragonCapture which will allow you to

directly dictate anywhere Dragon can't and doesn't even require a command. No need to cut and paste from the Dictation Box or another application.

Repeating Commands

<Tab/Back Tab/Enter/Space/Delete/Backspace.Left/Right/Up/Down> <1 - 20> presses specified key, *as many as 20 times.* Page Up, Page Down *and* Enter *can be deployed as many as 100 times.*

Example: Tab 7, Delete 4, Backspace 3, Right 5, Enter 33.

Outlook Commands

Subject - moves the cursor to the Subject box and capitalizes the first letter of each dictated word

Subject <dictation> - moves the cursor to the Subject box (while simultaneously accepting dictation), capitalizes the first letter of each dictated word and moves the cursor to the message box.

Respond - Clicks the Reply button, switches to HTML and overwrites your personal signature.

Send and Delete – sends message, deletes the original message and previews the next message

Email <email> - global and Outlook specific command will create a new Outlook Email message, insert (any name on your list) into the address field, move the cursor to the Subject field and apply Title Case. If you frequently email a list of relatives/friends/associates, you can edit this commands list which includes 4 addresses that to us. You can test this command by saying Email <KnowBrainer> and then dictate the subject which will appear in Title Case.

Search <folders> For <dictation> - searches any Outlook included folder for any subject matter.

Example: Say Search <Calendar> for <guitar lesson>, Search <Notes> for <oil change> and Search <Deleted Items> for <KnowBrainer>.

Browser Commands

Click <dictation> – allows you to click any link in Microsoft Edge, Google Chrome and sometimes Firefox but Dragon's built-in click <dictation> command only works for about half of end-users. This KnowBrainer command automatically takes over when Dragon fails

Search for <dictation> – moves the cursor to the Search field (address field), types <whatever you say> into the search field and clicks the Search button.

Example: Say Search For <electric cars> to pull up electric car websites

<Back *or* Forward> <1to20> – move Back or Forward 1 to 20 pages

<New *or* Close> Window – creates a new tab/window or closes the current window
Window <1to9> – moves focus to the numbered window.
Example: Say Window 3 to bring the 3rd window into focus

Browse To <dictation> – global command switches focus to your favorite browser, opens a new tab, and opens the homepage.

Example: Say Browse To <Microsoft> to open the Microsoft homepage

Google For <dictation> – global commands switches focus to your favorite browser, opens a new tab, and displays a list of speech recognition forums.

Example: Say Google For <speech recognition forums> to bring up a list of speech recognition forums in your favorite browser

Open Any File, Application, Folder, File, Website, Picture, Song etc.
(One of the most powerful commands)

Windows Open <dictation> – opens any application or recently used utility, folder or file

Example: Windows Open <Word> opens Microsoft Word. Windows Open <Settings> opens Windows Settings

Computer Open or Windows Open <App/Application/Folder/Web/File/Document/Utility/Song/Music/Video/Photo/Picture/Photograph><name of file, application, picture, song, document etc.> (this command is a more bulletproof approach)

Example 1: Computer Open <Utility> <Mouse> - opens Windows mouse settings

Example 2: Computer Open <File> <Sales> - opens our "Sales" spreadsheet on Drive D

Example 3: Computer Open <Folder> <Paid> - opens our "Sales" folder

Example 5: Computer Open <Web> <KnowBrainer> - opens Bing search engine and offers everything related to "KnowBrainer"

Example 6: Computer Open <Song> <If you could read my mind> – opens & plays Gordon Lightfoot's "If you could read my mind" in Windows Groove Play

File Explorer

Find <dictation> – places the cursor in the search field and searches for your dictation

KnowBrainer Sidebar Commands

All KnowBrainer commands are stored within the KnowBrainer sidebar which doubles as a Command Browser. If you browse the global command list you will see thousands of example commands which you can deploy by simply saying the command name.

Say Show Sidebar or Show Global Commands to view the KnowBrainer global commands.
Say Hide Sidebar to hide the KnowBrainer sidebar.
Say Show Application Commands to open the KnowBrainer to view the application-specific commands (commands that can only be triggered from within a specific application). *Note that you can only view the application-specific commands for the application you have your cursor in (Windows focus).* For example, if your cursor is inside a Microsoft Outlook Window, you will be able to view all of the Outlook application specific and window commands. Window specific commands are denoted in green while application-specific and global commands are denoted in white (in default view).
Say Show Hardcoded Commands to view the KnowBrainer Sidebar tab of commands.
Say Find Command <dictation> to highlight any KnowBrainer command (or come close). Example: say Find Command <Continue> to highlight the Continue command which you can open, for editing with a double mouse click.

Say Edit Global Command <dictation> to highlight and open any global command for editing. Example: If you wish to edit the global Hard Paragraph command say Edit Global Command <Hard Paragraph>.

Say Edit Application Command <dictation> to highlight and open any application command for editing. Example: If you wish to edit the Microsoft Word Merge Documents command, bring Microsoft Word into focus and say Edit Application Command <Merge Documents>. If you only want to highlight, rather than open, the Microsoft Word Merge Documents command, substitute Find Application Command <Merge Documents>

KnowBrainer Top 5 Commands
Click on any of the following underlined command hyperlinks
for a more extensive definition and example

Type <dictation> Used to force dictaton anywhere you can type. Note that the 1st letter of the 1st word will begin with a capital letter. If you prefer your 1st word to begin in lowercase, substitute Print <dictation>

Paragraph – moves the cursor to the end of the current paragraph and creates a new paragraph

Paragraph <dictation> - moves the cursor to end of the current paragraph, creates a new paragraph and allows you to simultaneously dictate

Insert <dictation> – replaces selected text and additionally moves the cursor to the end of the current paragraph

Continue – moves the cursor to end of the current paragraph

Continue With <dictation> - moves the cursor to end of the current paragraph and allows you to simultaneously dictate

How to Force Non-Medical Dragon Dictation into Restricted

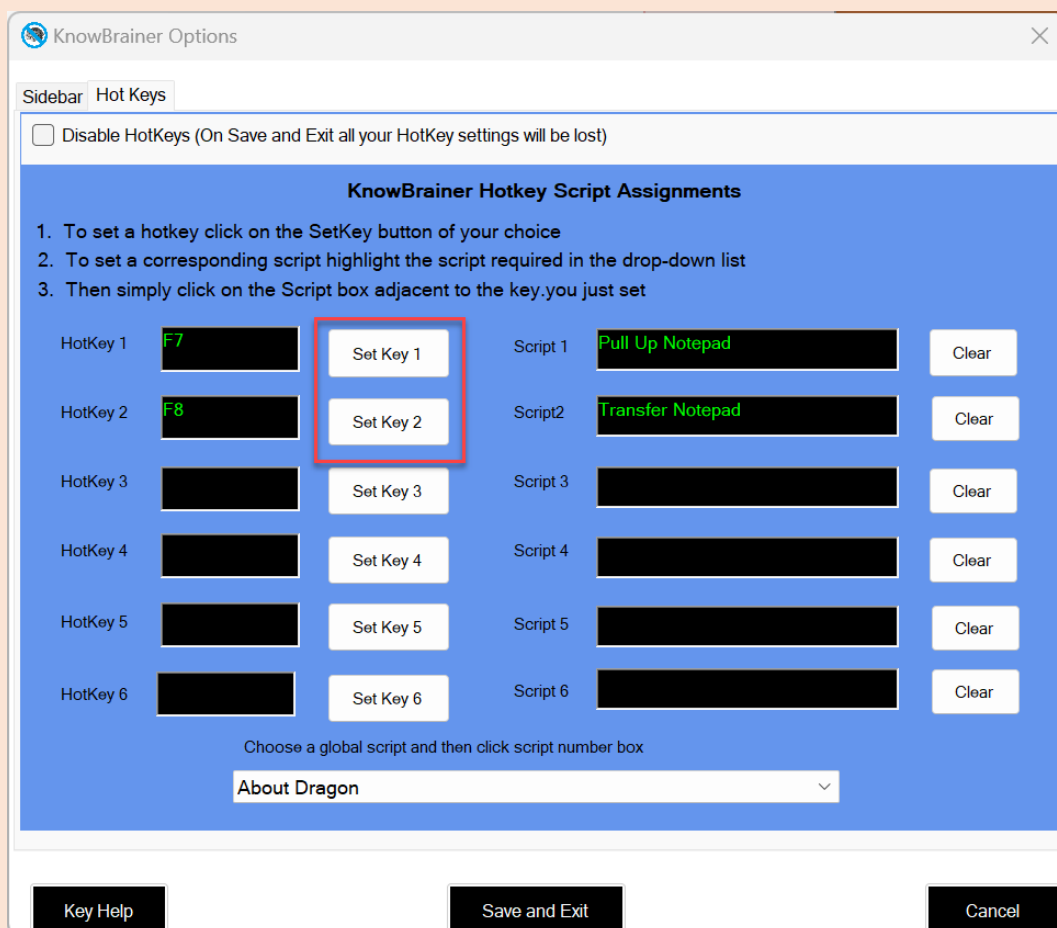### EMR Fields (that toggle the microphone OFF)

Nuance has discontinued DMPE 4.3.1 which requires customers to lease DMO if they want the ability to dictate into the top 70 most popular EMRs; without Dragon toggling the microphone off to force you to back to stone age typing. YIKES 😵 Note that DMO pricing is $1600 the 1st year and $1200 each following year. To make matters worse, Nuance had to sacrifice 75% of Dragon's functionality to make DMO and DPA work fast enough and from the cloud; not to mention taking ownership of your Dragon profile. The KnowBrainer 2020 new feature circumvents DMO's limitations and allows you to use DPI 15/ 16 in EMRs and Restricted fields. If you cannot justify DMO pricing or limitations, you now have the KnowBrainer option.

Note #1 *You will need to run the KBCommandsUpdater to update your KnowBrainer installation with the new "hotkey" command features, followed by re-launching KnowBrainer.*

Note #2 *KnowBrainer 2020 utilizes the **[F7]** and **[F8]** hotkeys. If these hotkeys are used in your EMR application, you can change them in KnowBrainer by the of the following:*

1. *Click the* <u>Options</u> *button (gear icon to right of the* <u>Add Command</u> *button)*
2. *Click the Hotkeys Tab* <u>Add Command</u> *button) in the top left*
3. *Click* <u>Set Key 1</u> *button*
4. *Chose a different hotkey.*

Note that if you change KnowBrainer hotkeys, you will have to close and re-launch KnowBrainer to activate your changes. Reference following picture:
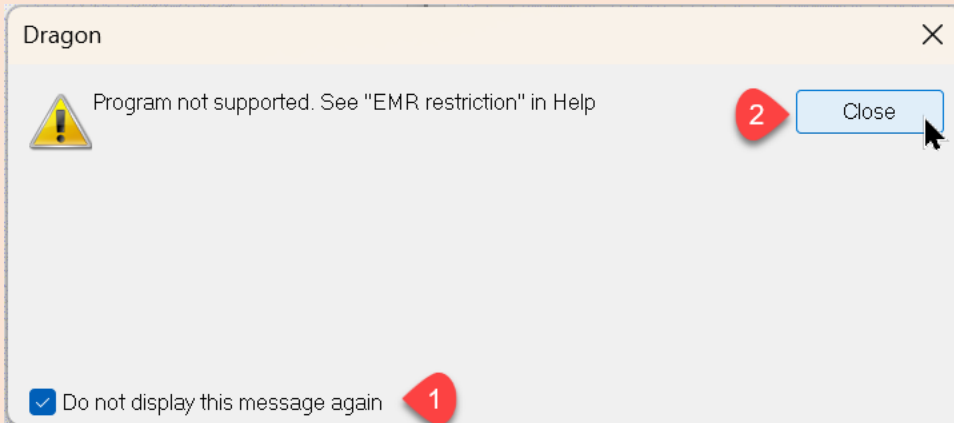

Here's how it "easily" works:

1. Place the cursor into the EMR field where you wish to paste your dictation
2. Press **[F7]** to open Notepad and turn the Dragon microphone on
3. Dictate into Notepad
4. Press **[F8]** to cut your dictation to Windows clipboard, close Notepad, switch back to your EMR and paste your dictation into the previously selected EMR field. Note that if anything goes wrong, you can manually paste your dictation by pressing **[Ctrl+V]**. Your dictation will remain in Windows clipboard into you overwrite it

Note #3 *If you are using a* [*handheld microphone*]*, which we highly recommend, you can program [F7] and [F8] into your microphone buttons for higher efficiency.*

Note #4 *If you prefer not pressing [F8], you can say* *Transfer*

Note #5 *The 1ˢᵗ time a client attempts to dictate into a no-fly zone EMR, they will see the following message which they can eliminate by adding a check mark to* <u>*Do not display this message again*</u>

Dragon	✕
⚠ Program not supported. See "EMR restriction" in Help	② [Close]
☑ Do not display this message again ①	

White Glove Remote Support

If you have a Dragon emergency, need help installing, custom work or training click White Glove Remote Installation & Support to order our international remote support