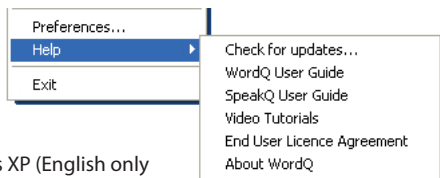


## User guide, updates and more

Options>Help>



## What you need

- Microsoft® Windows XP (English only for SpeakQ speech recognition), Vista (32/64 bit)\*, 7 (32/64 bit)\*
- Noise-canceling microphone and speakers or headset
- *WordQ*® must be pre-installed

## Install software as a plug-in to WordQ

- Insert the *SpeakQ*® software disc into your computer.
- An onscreen menu will appear with instructions to follow.

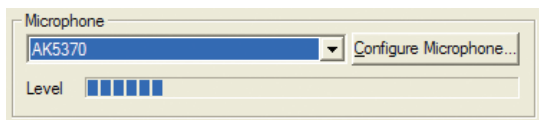
## Start WordQ+SpeakQ

- Start *WordQ* (*SpeakQ* is now a part of *WordQ*)
- Register *SpeakQ*. Type your name, organization (optional) and provided serial number.



## Using SpeakQ for the first time – Train your voice

1. **Connect your microphone and do a quick test.**
  - Choose **Options>Speech recognition...** and then speak the phrase that appears. A moving blue bar should respond to your voice.



## 2. Choose the recognition engine.

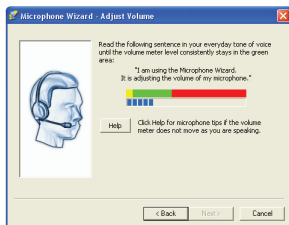
- With the **Speech Recognition Options** dialog open choose **Microsoft v6.1 Recognizer (XP)** or **Microsoft Speech Recognizer 8 (Vista/7)**.



## 3. Create a speech recognition profile.

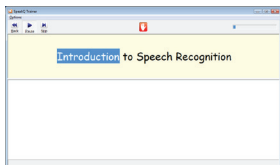


- Click the **New** button in the **Speech Recognition Options** dialog to create a speech recognition profile for yourself.
- A microphone wizard will then guide you through adjusting the volume of your microphone.



## 4. Train your speech.

- Click the **Train...** button in the **Speech Recognition Options** dialog.
- You will first be prompted to choose a training text. Choose a text at an appropriate age/interest level (beginner, intermediate, or advanced).
- A training window will appear.
- Click on the **Train** button to begin. You will see a short phrase at the top of your screen. It will be spoken to you aloud and highlighted word-by-word.
- Wait until the highlighting stops and the green 'go' icon appears at the top of the training window; then say the phrase into your microphone.
- If you do not say everything or the computer does not



recognize your voice, don't worry. After a short pause, the computer will say any remaining words again.

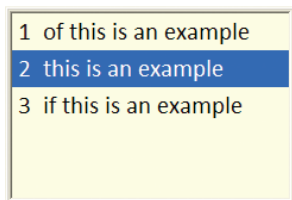
- If you have difficulty with a word click the **Skip** button.

## 5. Repeat training.

- Repeat this training procedure for a total of about 10 minutes of your speech.

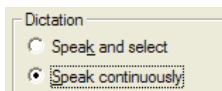
## Using SpeakQ to write: *Speak and Select Mode*

- When *SpeakQ* is first installed, **Speak and Select** is the default mode.
- Here, spoken words are displayed as choices in the prediction box. You then select from the list of words or phrases (using the keyboard or mouse), or type letters to refine the suggestions.
- Turn the microphone on/off by clicking the Mic button or by pressing **F8**.
- Speak a word or short phrase. While the *SpeakQ* is recognizing your voice, an ellipsis (...) appears in the prediction box.
- Each time you pause from dictating, your recognized text is displayed and spoken.
- At first, it is suggested that you simply practice speaking and reviewing the recognized words or phrases.



## Using SpeakQ to write: *Speak Continuously Mode*

- **Speak Continuously** is the second of two recognition modes with *SpeakQ*. Here, your spoken words are typed directly into your document after you say them.



## ***Undo a wrong recognition entry***

**Esc** Press *Esc* if you enter the wrong recognition (word or phrase) by mistake. The last word or phrase will be erased. Say the word or phrase again; or begin typing and speech possibilities will be included in the word predictions.

## ***Reviewing and Correcting***



Click the **Read** button to highlight the current sentence in most standard applications (e.g., MS Word or WordPad)

**Spacebar** Press *Spacebar* (which acts like a Play/Pause button) and words are read and highlighted.

→ ← Read individual words to locate specific errors by repeatedly pressing → (right arrow) or ← (left arrow).

↑ ↓ Move between sentences with ↓ (down arrow) and ↑ (up arrow).

**Esc** Press the *Esc* key or click in the text to edit.

**Technical support: [support@goQsoftware.com](mailto:support@goQsoftware.com)**

**Check our website for online video tutorials, support, community and much more.**

\*Speech recognition only recognizes the native language of your operating system, unless you download language packs for Vista or Windows 7 Ultimate/Business from Microsoft's website.

