

## MacSpeech Dictate Global Command List

I have attempted to list all global MacSpeech Dictate commands present in MacSpeech Dictate version 1.2.1 and group them roughly by function. I have tried to put the more dictation-focussed commands first, the ones which control how the operation of MacSpeech Dictate itself, and the application-focussed commands afterwards but the distinction between them is fuzzy.

### Understanding This Document

This is a command

*Most commands are written like that, just say exactly what's written. Note that any explanatory text is in italics like this. Things in italics are not commands.*

This is a command [with an optional section]

*Commands set out like this will work with or without the section in square brackets, say either one.*

This is a command with one/two/three options

*With commands set like this you select the appropriate option from the "one/two/three" section, so the command here could be "This is a command with one options", "This is a command with two options", and "This is a command with three options".*

### Sleep/Wake Up MacSpeech Dictate

Wake up

Turn [the] microphone on

Go to sleep

[Switch to] sleep mode

Microphone off

*This is different to sleep mode as it won't listen for a "wake up" command. You have to use mouse/keyboard to switch dictation on again.*

Quit MacSpeech Dictate

Bring Dictate to the front

### Mode switching

[Switch to] command/dictation/spelling mode

### Cache commands

Cache document

Purge cache

*Check the MacSpeech Dictate user's manual for an explanation of the dictation cache if you don't already know.*

### Undo/Redo Dictation

Redo dictation

Undo dictation

### Alter Display

Show/Hide available commands window

Show/Hide status window

Show/Hide recognition Window

### Phrase Training

Pick/Choose 1/2/3/etc.

*Chooses the specified item # in the Recognition window as the spoken and recognized phrase.*

Edit 1/2/3/etc.

*Edit the numbered item in the Recognition Window.*

Cancel edit

*Cancels all edits and restores all original items in the Recognition window.*

Press play

*Replays audio of most recent word or phrase dictated.*

Play the selection

*Replays audio of selected phrase.*

Train the word[s] "text" [through/to "text"]

*Selects, corrects the specified words in text, and trains them into profile as specified words are re-dictated.*

Train vocabulary from selection

### **Moving the insertion point**

Go to beginning/Move to beginning of document

Go to end/Move to end of document

Insert before/after the word[s] "text" [through/to "text"]

*Moves the insertion point to just before/after the word or phrase you said.*

Move backward/forward [1-99] words

*Note that punctuation marks, numbers, etc., count as words for this command.*

Next field

Previous field

### **Individual Keystrokes**

New line

*Presses the Return key once.*

New paragraph

*Presses the Return key twice.*

Tab key

### **Remove Stuff**

Delete the word[s] "text" [through/to "text"]

*Deletes the instance of the word or phrase spoken that is closest to the insertion point.*

Scratch that/Forget that

*Deletes the last phrase you said, or to the left of the cursor position.*

Scratch word/Forget word

*Deletes the last word you said, or to the left of the cursor position.*

### **Capitalization Commands**

All caps/Caps/No caps on/off

*Turns on/off capitalizing every letter/the first letter/no letter of every word until you issue a different caps command.*

All caps/Cap/No caps <word>

*Capitalizes all/first letter/none of just the next word spoken.*

Uppercase/Capitalize/Lowercase the word[s] "text" [through/to "text"]

*Capitalizes all/first letter/none of the word or phrase spoken that is closest to the insertion point.*

## **Spacing Commands**

No space on/off

*Turns the No Space mode on/off, so there is no space between words.*

No space <word>

*Types just the next word without a space in front of it.*

No leading space

*Remove leading space from the currently selected word, or word under cursor.*

## **Selections**

Select the word[s] "text" [through/to "text"]

*Selects the instance of the word or phrase spoken that is closest to the insertion point.*

Select all

## **Pasteboard**

Cut selection

Copy selection

Paste from clipboard

## **Application Display**

Hide this/all/other application

Show all applications

Expose all windows

Expose application windows

Expose desktop

## **Application Switching**

Switch to next/previous application

Switch to space <number of space>

Open <name of program>

## **Application Windows**

Next application window

Previous application window

Access find window

Access force quit window

About this application

## **Application Quitting**

Quit this application

Force quit this application

## **Button Presses**

Press cancel

Press don't save

Press OK

Cancel this operation

## **Menu Commands**

File close  
File new  
File open  
Save this document

## **Screen Capture**

Capture screen  
Capture selection

## **Undo/Redo**

Undo last action  
Redo last action

## **Dock Display**

Turn dock hiding off  
Turn dock hiding on

## **Sleep/Wake/Restart Computer**

Put computer to sleep  
Special sleep  
*Force computer to sleep*

Restart the computer  
Special restart  
*Force computer to restart with no user prompting*