



From the Office of Health Informatics
Dragon Medical One
Mayo CommunityWorks
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Dragon Medical One

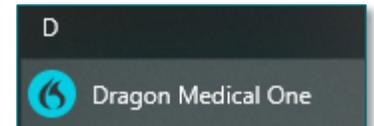
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Overview

How to Open

Use Windows Start menu or search icon in taskbar to locate **Dragon Medical One** (DM One) application. The first time you login, Dragon will prompt you to select your specialty.

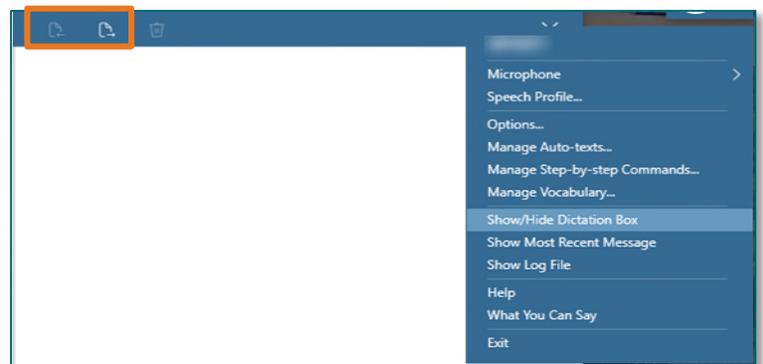
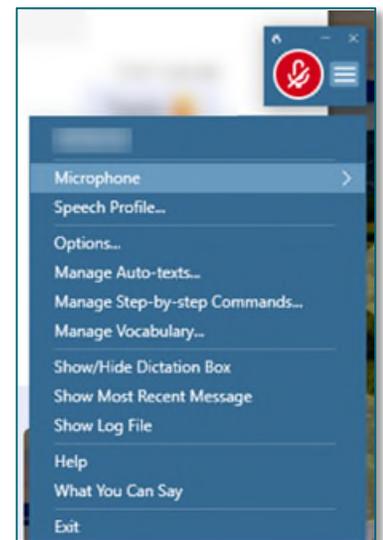


NOTE: When trying to access app, if there is a popup that states there is no license for speech recognition, a ticket will have to be placed to Mayo Clinical to gain access.

Menu

Menu can be opened from the three horizontal lines beside the red microphone button.

- **Microphone** – allows user the ability to select different devices to dictate with.
- The hospital provided device is listed as a **Powermic**.
- **Speech Profile** – enables users to select different specialty.
- **Options** – allows users to edit general settings, text input, hotkeys, microphone buttons, and data collection to look.
- **Manage Auto-Texts** – allows management and creation of auto text commands.
- **Manage Step-by-step Commands** – allows management and creation of step-by-step commands.
- **Manage Vocabulary** – allows adding and editing of custom words or phrases for better accuracy.
- **Show/Hide Dictation Box** – shows a free-text box that collects dictated text independent of your EHR. One complete, then dictate **Transfer Text** into your target application/area.
 - The physical microphone buttons can be used to transfer text; however, using the buttons within the dictation box can also be done. The button in the upper left-hand corner can be used to transfer text. The button right next to it can be used to recall last text.



- **Show Most Recent Message** – displays the last recognized voice command.
- **Show Log File** – can be **disregarded** as it is used for IT purposes only.
- **Help** – walks a user through detailed steps on how to use dictation and all the additional features DM One offers.
 - The Help session is searchable using **Ctrl+F**.
- **What You Can Say** – shows a list of help options such as how to manage formatting, training, user settings, navigation commands, personalization, and help.

NOTE: You can also say “What can I say” to bring up the “What You Can Say” menu. Say “Open Settings” to configure microphone hotkeys and microphone buttons.

Changing Settings

Options

➤ General

- Turn on/off visual feedback when voice commands are recognized.
- Auto text fields can be set to brackets or different keys if desired.

➤ Text Input

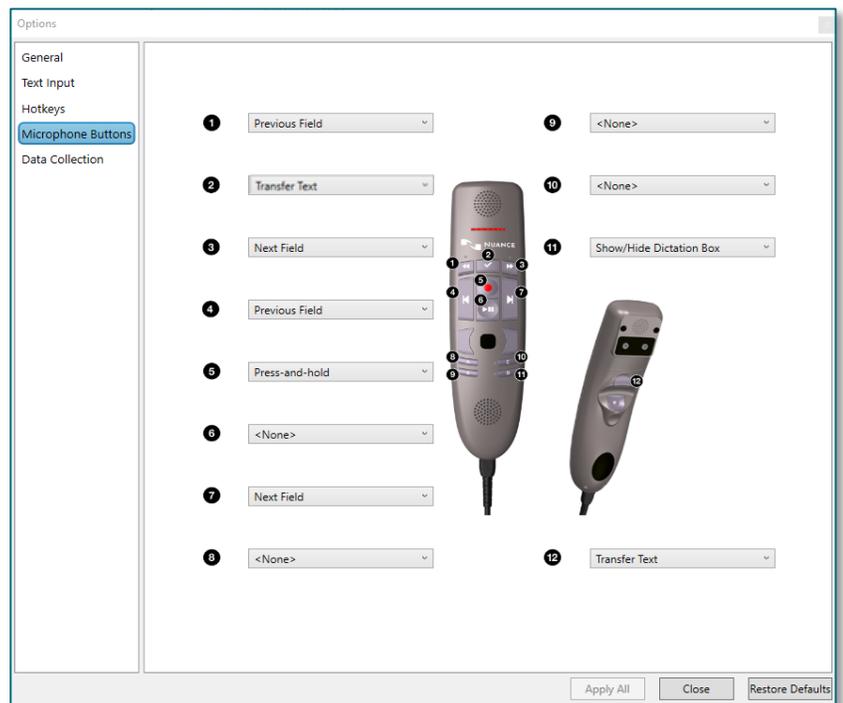
- Dictation Box: Text Appearance can be edited in this setting.

➤ HotKeys

- Can configure keystrokes to control DragonBar, Dictation Box, Field Navigation, Step-by-Step Commands.

➤ Microphone Buttons

- Can configure microphone buttons to personal preference.



Commands

Navigation Commands

▪ Accept Defaults	▪ First Field
▪ Field Complete	▪ Last Field
▪ New Line	▪ Start of Field
▪ New Paragraph	▪ End of Field
▪ Next Field	▪ Go to End of Paragraph
▪ Previous Field	▪ Go to End of Sentence
▪ Next Control	▪ Press Enter
▪ Press Space	▪ Press Tab

Auto Text

Manage Auto-texts

- Say *“Make that an auto text”* or *“Add auto text.”* Then select the words/paragraph you would like to make an auto text and it starts the add process.
- Also navigate to Manage Auto-texts section to add new.
 - Click + button.
 - Add Name.
 - Add Spoken form.
 - Add Content.
 - Click Apply All.

The screenshot shows the 'Manage Auto-texts' window. On the left, there is a search bar and a list of autotexts with a '+' button to add a new one. The main area is divided into two panes. The right pane contains form fields for 'Name *', 'Description', 'Spoken form *', and 'Content *'. The 'Name' field contains 'Autotext'. The 'Spoken form' field contains 'insert Autotext'. The 'Content' field contains the text 'This is how you add autotext.'. At the bottom right are 'Apply All' and 'Close' buttons. A note at the bottom says 'Fields marked with * are mandatory'.