

Product: PowerScribe® 360 | Reporting
Version: 2.0 and higher
Subject: How to Handle Word Misrecognitions

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Step 1: Delete Prior AutoCorrect Entries

NOTE: Use the AutoCorrect feature only as a last resort to correct repeated errors. If the word or phrase you plan to train already exists in your AutoCorrect list, delete it before entering and training a new version. Please consider contacting *PowerScribe 360 | Reporting* support prior to using this feature in the future if you are unsure.

- To delete an existing AutoCorrect entry, click **Tools > Preferences > AutoCorrect**; select the word/phrase; click **Delete**; click **OK**.

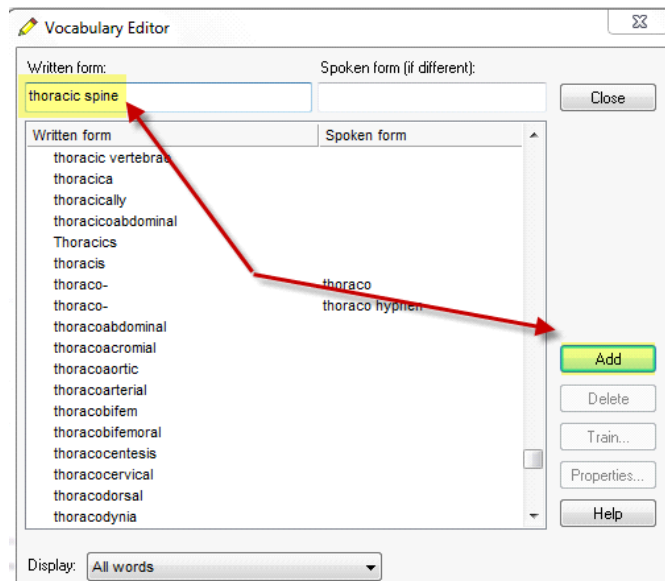
Step 2: Validate that the Word Exists in the System

1. From either the Explorer or Report Editor window, click **Speech > Vocabulary Editor**.
2. From the **Vocabulary Editor** window, begin typing the word or phrase you are looking for in the **Written form** field.
3. If you see the word or phrase you entered in the results area, continue to Section 3: Training the Word or Phrase in this document.

If the Word or Phrase Does Not Exist in the System


If the word or phrase does not exist in the **Vocabulary Editor**, use the following steps to add it to the vocabulary.

1. Type the word/phrase in the **Written form** field exactly as it should appear in the system.
2. Once you have entered the word/phrase in the **Written form** field, click **Add**.



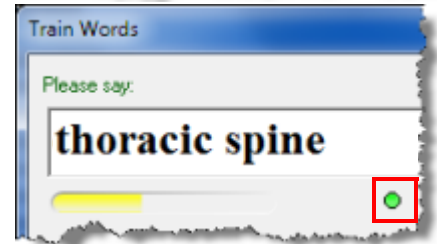
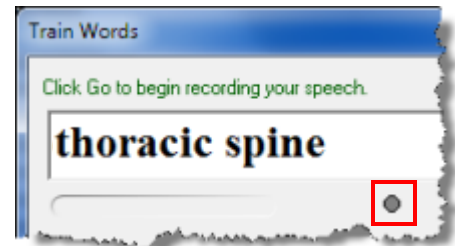
Step 3: Training the Word or Phrase


1. Log in to the *PowerScribe 360 | Reporting* client.
2. From either the Explorer or Report Editor window, click **Speech > Vocabulary Editor**
3. With the word/phrase you want to train in the **Written form** box, click the **Train** button.
The **Train Words** window opens. As a best practice, say the word/phrase out loud a couple of times (two times), making sure that you do not over-pronounce the word/phrase.
4. On the third time, click **Go** (**DO NOT PRESS DICTATE BUTTON ON MICROPHONE**) and dictate the normal pronunciation of the word/phrase (like you would pronounce it when dictating).


 **Tip:** *It is helpful to rewind and listen to how the word is pronounced during dictation as this often differs from how the word is spoken independently.*

The word/phrase will disappear from the **Train Words** dialog box.

5. **DO NOT CLICK DONE.** The goal for pronunciation training is to see the grey dot in the **Train Words** dialog box briefly flash green when you have trained the word effectively. (See examples at right.)
6. Click **Go**, and train the word again. You should see the dot briefly flash green on the second attempt.
7. Click **Done** to complete the training, then close the **Vocabulary Editor** window.



 **Note:** *Training a word or phrase in general is expected to increase the recognition accuracy; however the training does not provide 100% accuracy for any given word or phrase. If you do not see any significant improvement in accuracy after training, please use the following best practice - train variations of the word or complete phrase, and train the misrecognized word or complete phrase. For example, “and there are” versus “and there is,” “cardiomedastinal” and “cardiomedastinum.”*

 **Caution:** *When you have finished working at a computer on which you have trained a word or phrase, be sure to log out of that computer before logging in to another computer to dictate. Failure to log out of the first computer (before logging in to another computer) can cause the words/phrases you trained to be discarded.*

Step 4: Report Difficult Words

If a word is consistently misrecognized after following the steps in this document, contact your local *PowerScribe 360 | Reporting* administrator. Or, contact Nuance PowerScribe Support at 800.833.7776.