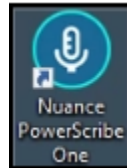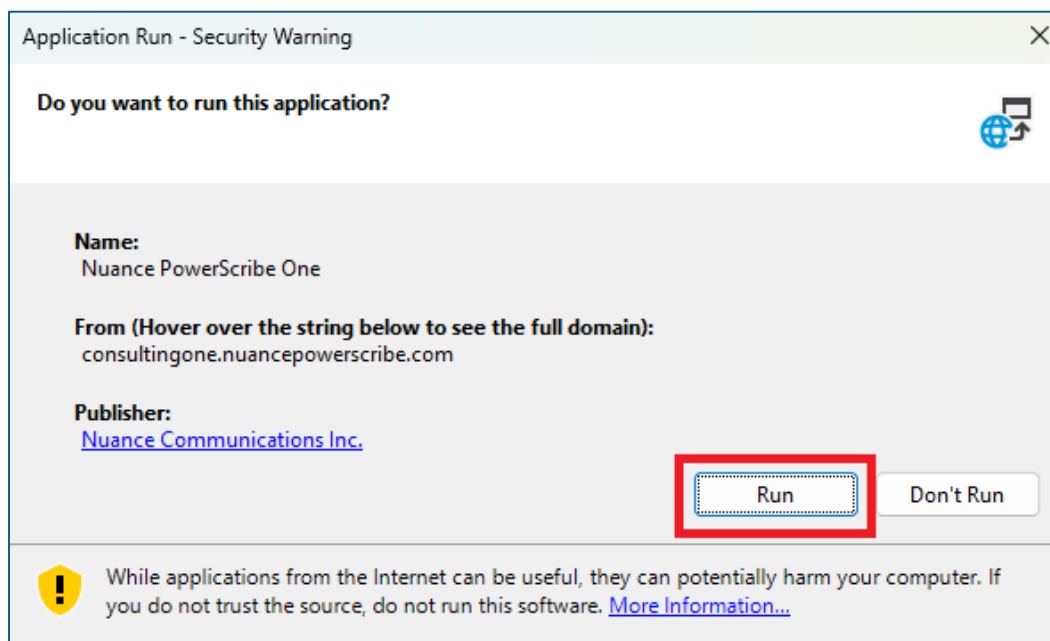# PowerScribe: First Time Login Procedures

It is recommended to launch PowerScribe One in standalone mode (rather than through PACS integration) the first time to complete necessary training.
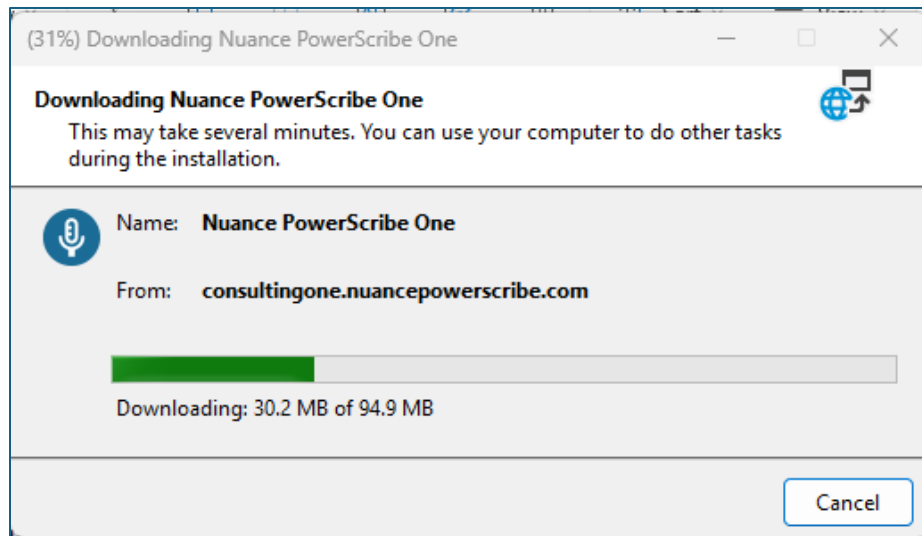
To launch click on the Nuance PowerScribe One icon on the desktop.

The first time you use PowerScribe on a workstation it will need to install a few files. If you see this prompt click **"Run"** to complete the installation process.
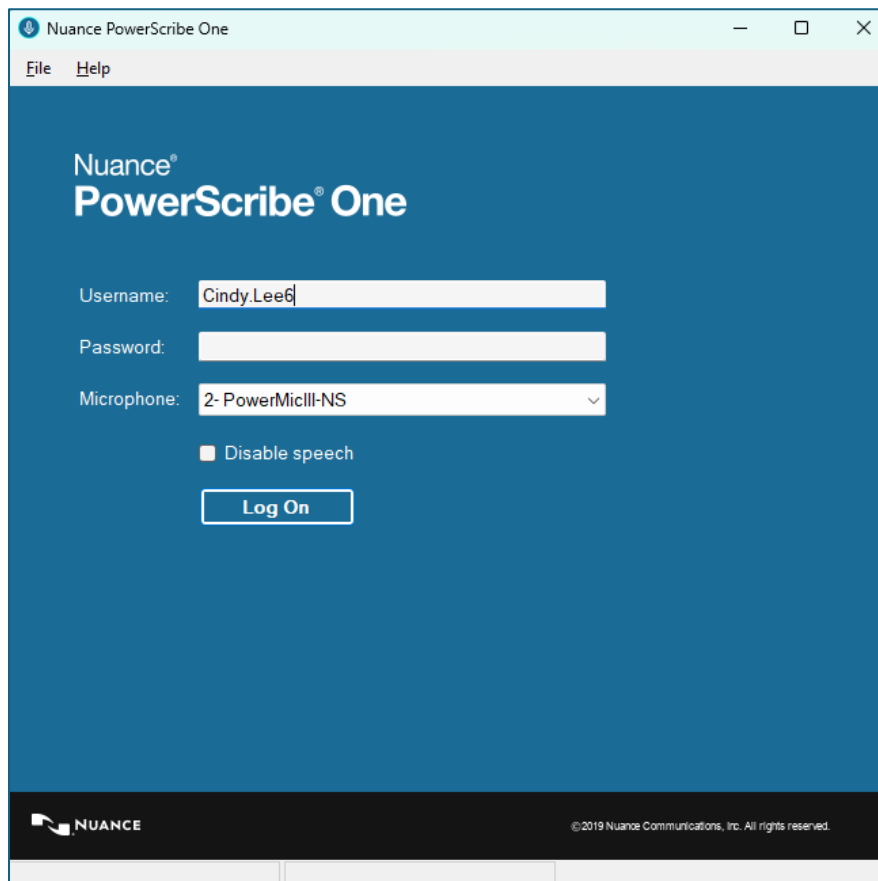

PowerScribe will display a progress bar.

Once the installation process is complete PowerScribe will launch.

Utilizing Single Sign On (SSO) PowerScribe will populate the login screen Username textbox with the current Windows user and disables the Password textbox. Click the Log On button to launch PowerScribe.

Audio Setup

The first time you use PowerScribe One on a workstation you will be prompted to complete Audio Setup.

Audio Setup automatically adjusts the volume level of your microphone to its optimal setting, providing PowerScribe One with the best possible audio input, which in turn improves your speech recognition results.

Running Audio Setup is a very important step in ensuring the best possible speech recognition by the system.

Audio Setup is a two-step process:
1) Volume check: Adjust the volume level of your microphone based on the loudness or softness of your voice as well as the ambient noise levels of the dictation environment.

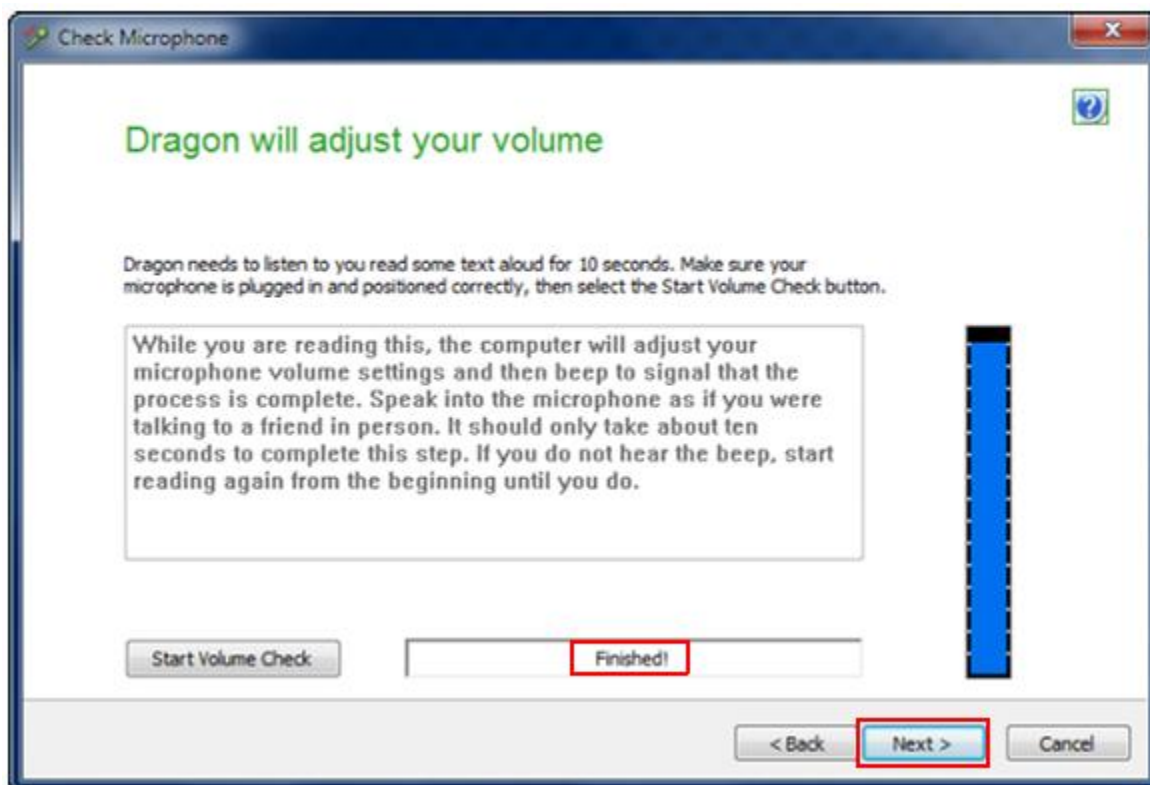2) Quality check: Ensures that you have high quality sound available from your microphone.

To use Audio Setup:
Review the text in the first dialog box, adjust your microphone position, if necessary, then click next.
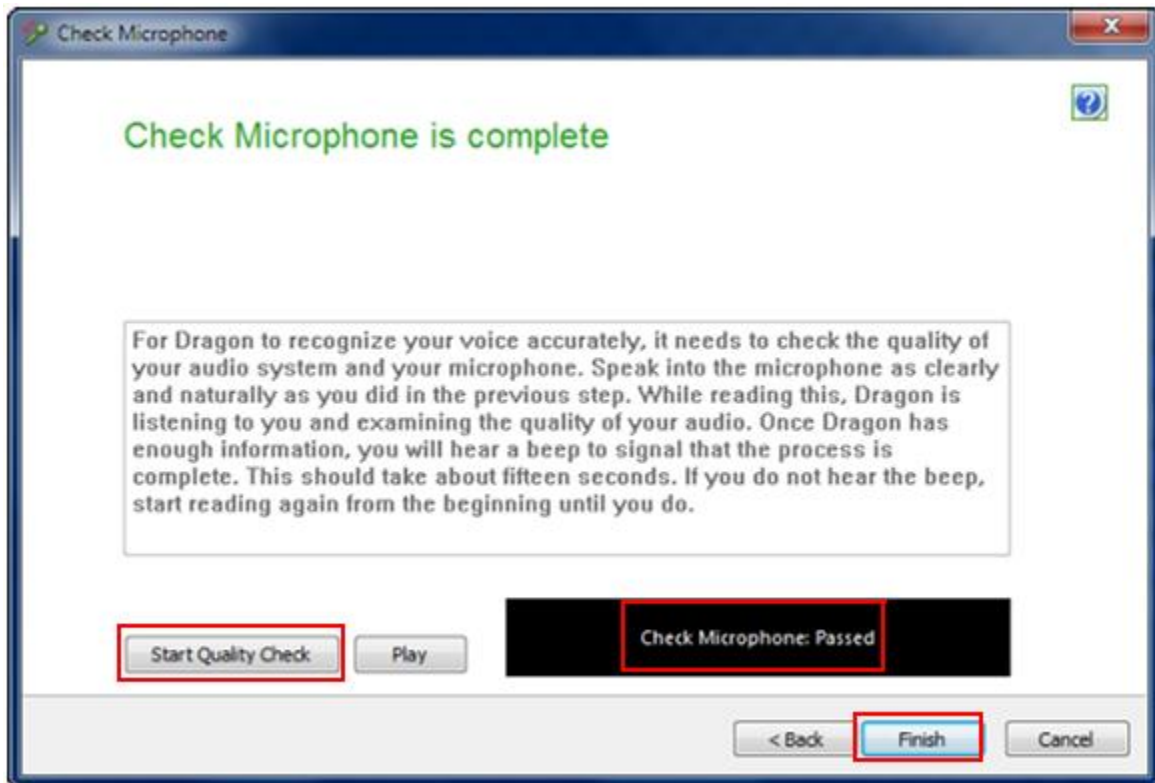
Volume Check:

Click the start volume check button and begin dictating the text in the box ("While you are reading this. . ."). The system is adjusting your microphone volume while you are dictating this text.

When you hear a beep and see the word Finished!, click next.

Quality Check:
In the next window, click the Start Quality Check button and begin dictating the texting the box ("For Dragon to recognize your voice accurately...").

When you see the "Check Microphone: Passed" message (in the black text box) click **Finish** to complete the Audio Setup.
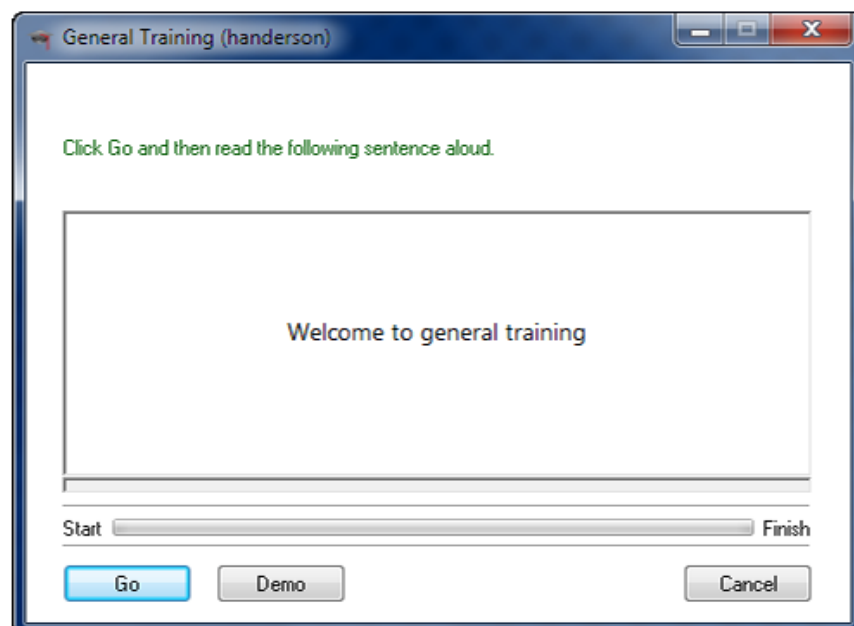
General Training

The first time you use PowerScribe One you must go through a process called General Training which is the initial voice training for the system. This training will take approximately 5 to 10 minutes.

The purpose of general training is to give PowerScribe an opportunity to listen to the way you pronounce the sounds that make up your words. Keep in mind as you go through this training PowerScribe is listening to the sounds that make up the words, not the words themselves.
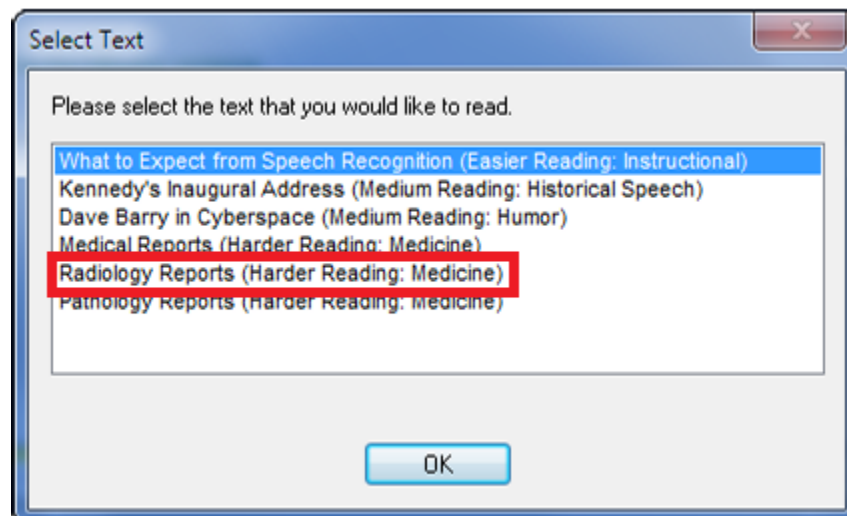
General training guidelines:
- Read the training screens in the environment in which you will be working.
- Do not dictate punctuation.
- You do not need to dictate dashes or slashes when dictating dates with those types of formats.
- Dictate acronyms, units of measure, blood pressure, dosages, and so on as you normally would.
- Speak in continuous phrases. Using this approach provides contextual clues about what you said and it helps the software choose between homophones like the punctuation mark ":" and "colon" the body part.
- Speak naturally at your normal rate, not too quickly or too slowly.
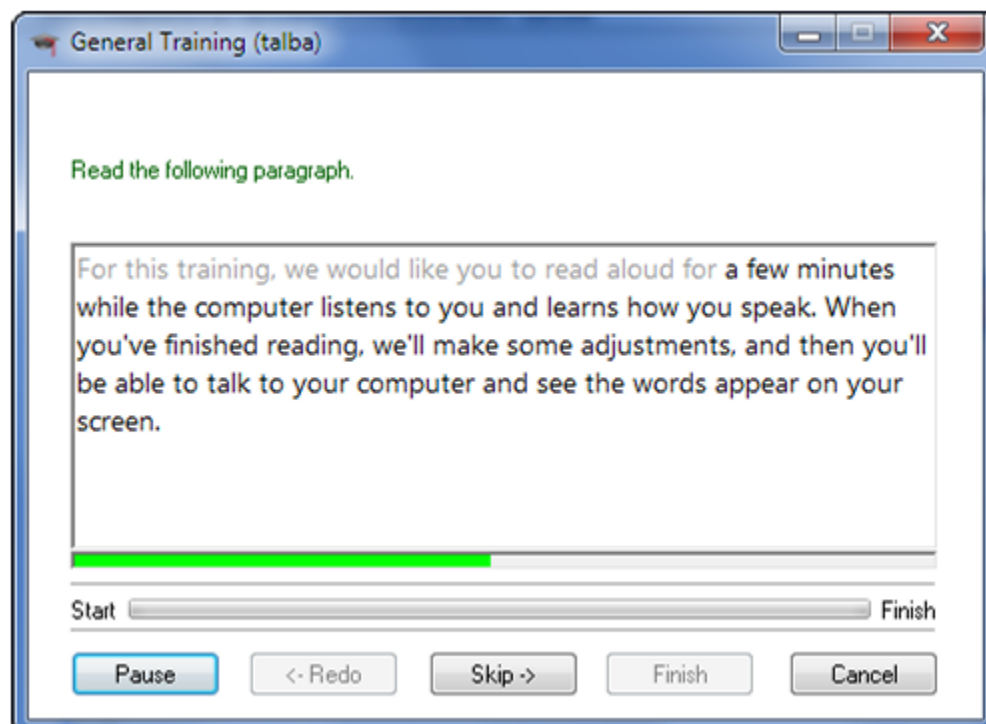
When the General Training dialog box opens click Go and dictate the sentence "Welcome to general training" into your microphone. After a few seconds PowerScribe will move to a second screen, read the sentence in that screen as well.

In the select text dialog box, select the training text you would like to use and click okay. The most common selection is Radiology Reports.
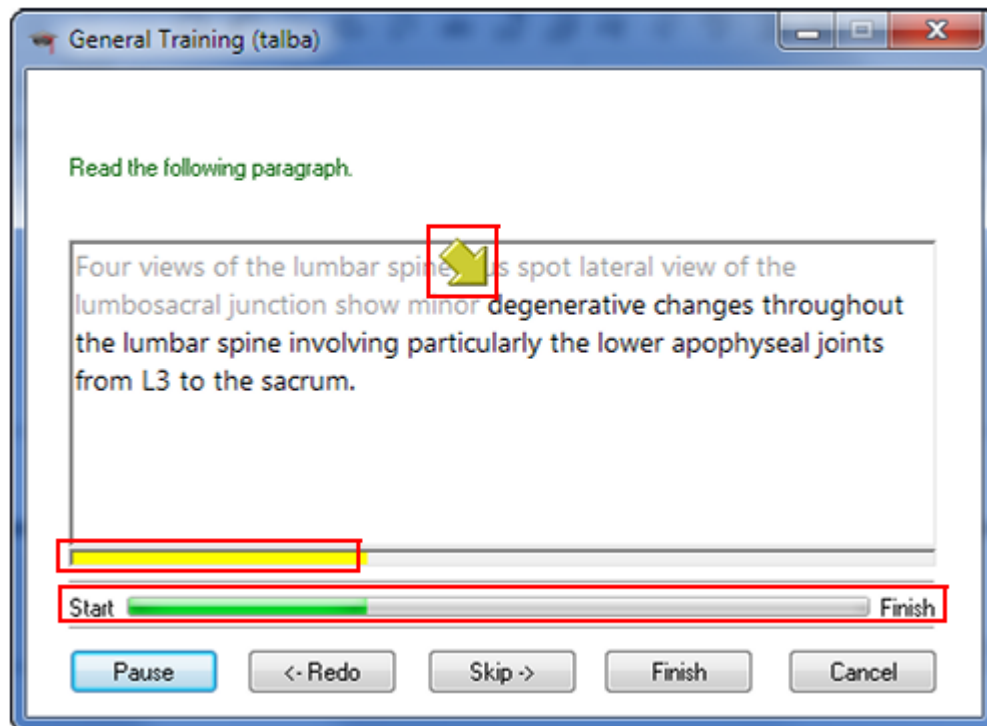

While you are going through General Training if you would like to take a break click the pause button (which then changes to a Go button you can click to resume dictation). Once you have successfully read the text on the screen the next screen opens automatically.
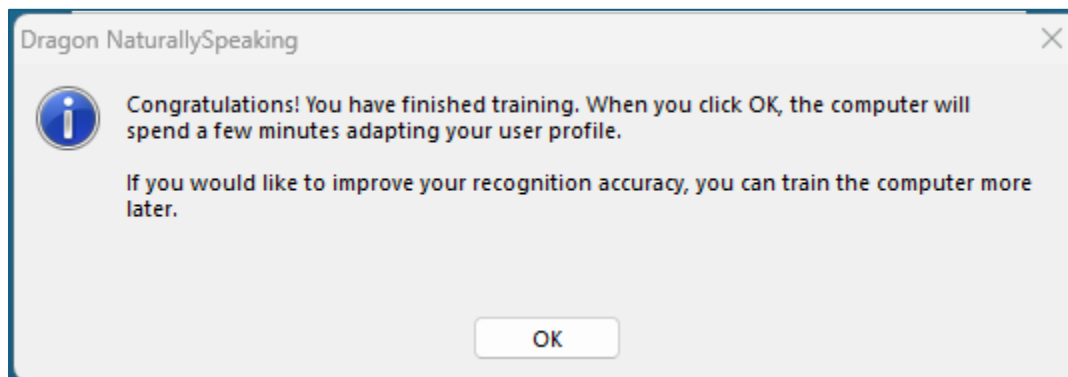
As you are completing General Training you may see a yellow arrow pointing to text. This indicates you need to return to this point and read the text again.

The bar directly below the text box is a volume level indicator. Try to keep it in the green areas.
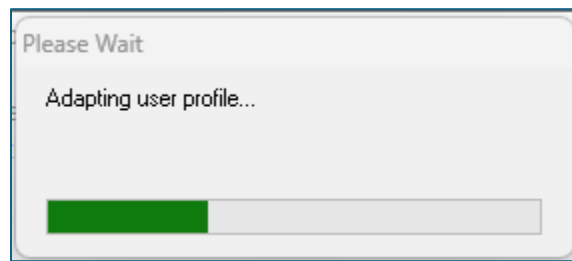
The second line (between the words start and finish) indicates your progress in the training.
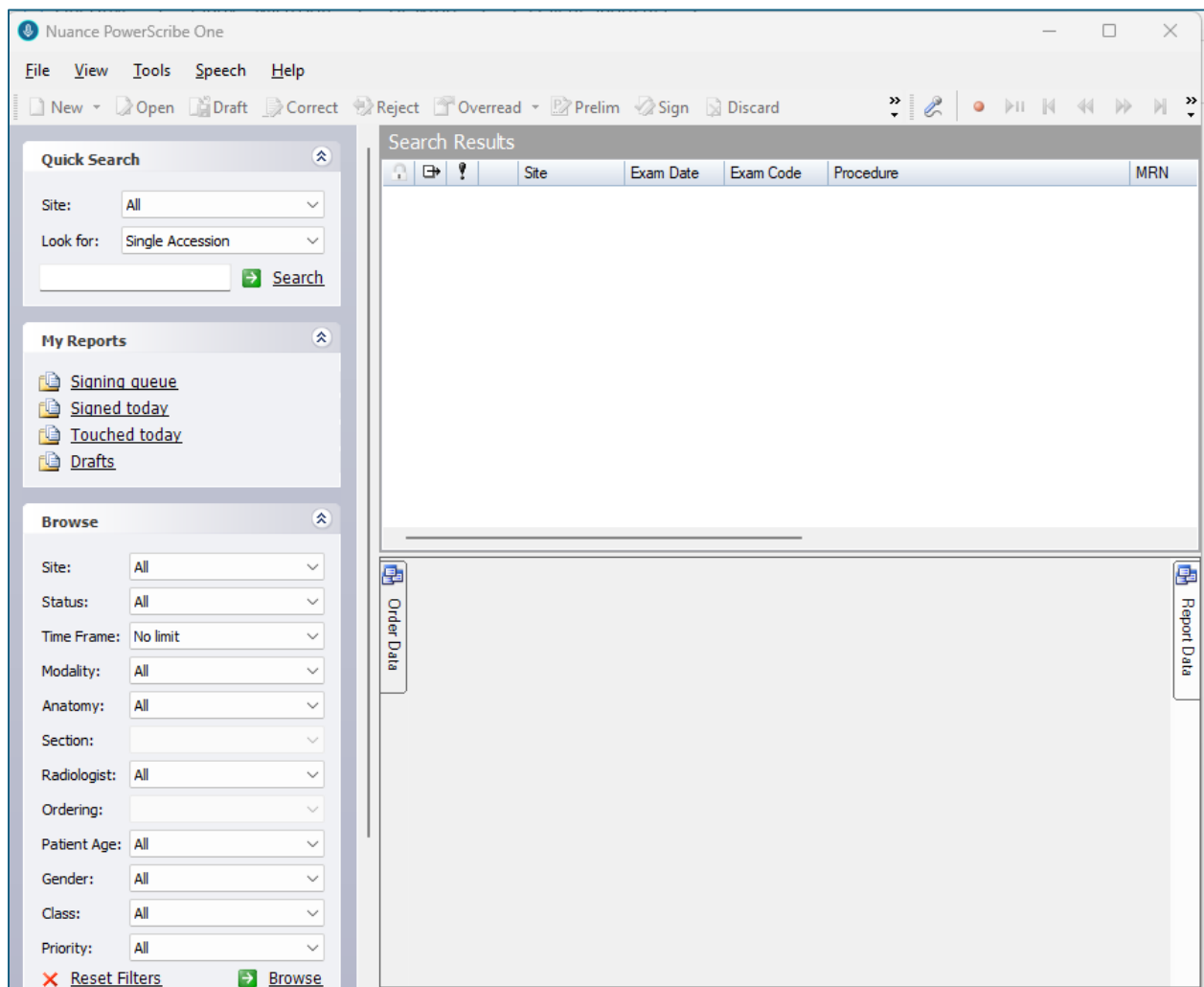

When you have completed General training a Congratulations dialog box appears. Click OK.

The system displays an "Adapting user files" message while it finishes adapting your voice files.

Once this process is finished, your login proceeds and the application opens, displaying the Explorer window.

NOTE: If you move to a different workstation or use a new microphone you may be prompted to go through the **Audio Setup** again.   Under normal circumstances you should not have to complete **General Training** again.