DragonSpeechTips

Useful Built-in Dragon Commands for Microsoft PowerPoint

Dragon does not provide full text and editing control when working with MS PowerPoint. When you attempt to dictate text into MS PowerPoint, the Dragon Dictation Box will be revealed.

Use the Dragon Dictation Box to dictate and edit your text and then transfer the text to MS PowerPoint.

Navigation

Command(s) you can say	Description
Go to beginning Go to the beginning	Selects the first slide in the presentation.
Go to end Go to the end	Selects the last slide in the presentation.
Go forward one slide	Selects the slide after the active slide.
Go backwards one slide	Selects the slide before the active slide.
Go forward (x) slides	Selects the slide x slides after the active slide. For example, say "go forward 3 slides".
Go backward (x) slides	Selects the slide x slides before the active slide. For example, say "go backwards 3 slides".
Move to n th Tab slide	Selects the n th Tab slide dictated by the user. For example, say "move to 4 th slide"

Arranging objects

Command(s) you can say	Description
Bring to front	Bring the selected object to the front of a stack of objects.
Bring the object forward	Brings the object one level forward towards the front of a stack of objects.
Send to back	Sends the selected object to the back of a stack of objects.
Send the object backwards	Sends the object one level backwards towards the back of a stack of objects.
Align these objects center	Aligns the selected objects to the center.
Align these objects left	Aligns the selected objects to the left.
Align these objects right	Aligns the selected objects to the right.

Formatting Text and Objects

Command(s) you can say	Description
Make bulleted Bullet that	Applies default Bullet points to the selected text, or object containing text.
Remove bullets	Removes Bullet points from the selected text, or object containing text.
Make them numbered	Converts to a numbered list, the selected text, or object containing text.
Set font size to (x) points	Changes the selected text to font size (x). For example, say "set font size to 20 points"
Change font colour to <colour> Set font colour to <colour></colour></colour>	Changes the selected text, or text following the cursor position to the colour dictated. For example, say "change colour to red".
Change font to Set font to 	Changes the font of the selected text, or text following the cursor position to the font type dictated. For example, say "change font type to Times New Roman".
Fill with <colour> Fill the selection with <colour></colour></colour>	Fills the selected object(s) with the <colour> dictated. For example, say "fill with green"</colour>

PowerPoint Functions

Command(s) you can say	Description
Begin the slide show	Starts the presentation slide show.
End the slide show	Stops the presentation slide show and returns you to the normal view in PowerPoint.