

Student's Guide for Speech Recognition

Fill this out and review with the student while teaching the SR process

There are 4 steps to remember when writing with SR



1. Mentally compose your sentence
2. Say your sentence clearly
3. Check the speech recognition accuracy
4. Fix any mistakes or delete & try again

Tips for using speech recognition for writing

- It will take time, practice, and patience to use SR efficiently
- Write key words and ideas on a graphic organizer before you start
- Try to find a place away from distractions
- Consider using ear buds with a mic or a noise-canceling headset mic
- After you turn on the mic, pause for 2 seconds before you speak
- Use clear, consistent speech
- Talk at a regular pace and volume, speaking word endings clearly
- Talk in longer phrases or whole sentences instead of word by word
- Do not chew gum while you are speaking
- Do not say "um" or make other sounds while you are speaking.
- Speak your punctuation (say "period" or "comma" or "exclamation point" or "question mark")
- Try not to look at the screen while dictating if that distracts you
- Turn off the microphone between sentences
- Use a text-to-speech feature for the "Check It" step to make sure you are reading the words on the screen accurately

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My speech recognition plan:

Today I worked with (include name, title and contact info if needed):

I used speech recognition on (list the device and specific app you tried):

I can find speech recognition on this tool by going to (list steps to find and open):

The type of assignments I will use speech recognition for are:

The next (or current) writing assignment I will use speech recognition for is:

If I need a quiet place to use speech recognition, I will go to:

School: _____ Home: _____

When speech recognition is not an option, I could use other supports as needed:

Type of writing assignment: _____ Tool: _____

Type of writing assignment: _____ Tool: _____

Type of writing assignment: _____ Tool: _____

If I have any questions or need help, I can go to (include name and contact info):

Practice Tips

If I do not have an assignment to complete using speech recognition, I can do daily or weekly writing practice to work on my skills. Some ideas include: a daily journal, write a story or play, write about a photo or video, complete a book review, compose an email.

If I have a smartphone, I may consider getting extra practice by speaking my texts and emails (including punctuation).