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VoicePower Ltd Training Guide Specialists in Digital Dictation, Speech Recognition & Assistive Technologies

A guide to the software, hardware and training solutions
VoicePower Ltd offers individuals, educational institutions and corporate
organisations throughout the UK.

Individual End User
Training



Workshops & Open
Days



Ongoing End User
Support



Group Training
& 'Train the Trainer'

Consultancy &
Assessments



End User Training ...

At VoicePower we are committed to providing the best training and sharing our expertise with our clients to help them get the most from their new systems.

Products we regularly train on and support include:

- Dragon NaturallySpeaking (Preferred, Professional & Medical versions)
- TextHELP! Read & Write (Standard and Gold versions)
- Digital Recorders & Note Takers
- Inspiration, Penfriend XP, and mind mapping software
- We also provide specialist keyboards, mice & other assistive equipment

“Training ensures end users get off to the best possible start. They are immediately equipped with the knowledge and skills to use the technology and to maximise efficiency”

Training can be conducted in the home or workplace—where ever the technology is to be used. One to one training is widely thought to be the most productive and effective format. It allows training to be specifically tailored to match the exact requirements of the end user and means work can be covered at a suitable pace and in the most appropriate style.

Our trainers travel throughout the UK and are all skilled in the customisation and adaptation of software to match user requirements and to integrate with in house or bespoke packages. Training is often the result of an ‘Access to Work’ assessment or in house occupational health recommendation. We will happily provide a quotation based on these reports. However, if you require assistance in determining the best solution to meet your needs, we also offer consultancy and advice services (see ‘Consultancy and Assessments’ Section).

Group Training & Train the Trainer...

In a large organisation where demand for software or hardware is high, and funds or time allocation limited, it may be most appropriate to arrange group training sessions or ‘train the trainer’ courses. Group training is normally not recommended but can be suitable where the requirements of all end users are identical and where the applications in use are standard.

The ‘train the trainer’ format equips the designated trainee/trainees with the skills, not only to use the solutions, but to instruct and support other users. The course is a more intensive form of training than that normally provided to a single end user and can be structured to match the requirements of the organisation in question.

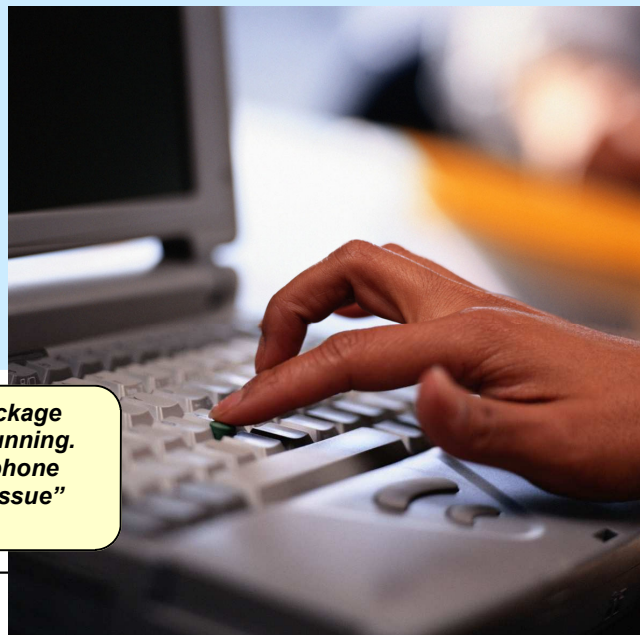
VoicePower staff are best positioned to advise where these approaches would suit so for further details and pricing information, please contact us for a discussion.

Ongoing End User Support...

All VoicePower trainees are automatically entitled to 6 months telephone, email and remote access support. It is crucial to maintain the contact between trainee and trainer so that any problems or issues that may arise are dealt with quickly and efficiently.

End users are not simple ‘left to their own devices’ once training is complete; the support structure is there in place for them to fall back on whenever (if ever) needed.

Support contracts may be taken out as an extension to that support already supplied with training or to cover multiple users within an organisation or business. For further details, please contact VoicePower directly for a quotation



“Support is a valuable addition to the training package and really helps to ensure new users are up and running quickly. If a question does arise, picking up the phone for advice means a query won’t develop into an issue”

Consultancy & Assessments...

Sometimes the hardest part is pinpointing exactly which software or hardware would make the most difference to an individual currently struggling with their studies or workload. The JobCentre Plus Access to work Scheme is a common port of call for employees and employers alike. Occupational health departments and student support services within educational institutions can sometimes offer advice and guidance.



“Speech Recognition software is invaluable to anyone experiencing difficulty in using the keyboard and mouse. Simply dictate and the words appear on screen. With the Professional version, navigation of packages is also possible”

VoicePower Ltd can also help. We offer on site consultancies and assessments to new users and those who may already have software or hardware which has not been successfully implemented or integrated.

Why choose VoicePower?

At VoicePower we pride ourselves on our ability to provide a tailored service incorporating consultancy, training, system integration and post sales support.

We endeavour to match user requirements with the most appropriate combination of software, hardware and support. Where an ‘out of the box’ system may not meet all the needs of a user in terms of flexibility, functionality and integration with other in house packages or databases, we will work alongside the end user to adapt and customise the solution.

Our accreditations speak for themselves;
Nuance Dragon Dictation Solutions Certified Premier Solutions Partner, Nuance Dragon Dictation Solutions, Certified Instructors, Dragon NaturallySpeaking Training Centre, Olympus Pro Line Authorised Dealer, Philips Master Digital Centre

We are a long established and experienced solutions provider, remaining independent to ensure flexibility, and offering a portfolio encompassing the leading market products.

Workshops & Open Days...

VoicePower host a number of workshops, open days and product launches throughout the year. As a customer you would be automatically alerted to any such event and kept up to date with the latest activities. This helps you to maintain contact with VoicePower and other users of the same technologies. It also keeps you up to date with new product releases and maintains an awareness of services that may prove of benefit to you.

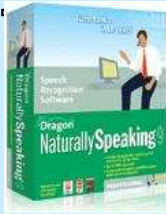


Workshops can take the form of refresher training sessions or troubleshooting events whereby a relaxed and informal approach enables you to ‘pop along’ to ask questions and pick the brains of our technicians and trainers.

News and upcoming events are posted on our website (www.voicepower.co.uk) but if you have a specific requirement or wish to be informed of such events, do let us know.

“Workshops and seminars are an effective way of keeping current customers in the know about new products and services. They also offer end users the chance to meet other people using the technology and to maintain contact with VoicePower trainers for support and advice”

OUR PRODUCTS...



Dragon NaturallySpeaking (Preferred, Professional & Medical) - Speech Recognition Software allowing the user to reduce reliance on the keyboard and mouse. Text can be dictated rather than typed and speech commands may be used for navigation of the PC. An extremely powerful tool and especially valuable to anyone with a physical disability or condition such as RSI.

VoicePower stocks and supplies a range of headset microphones, handheld and wireless input devices for use with Speech Recognition Software. There are also options suitable for alternating between the telephone and dictation at the PC for those who are office based and require easy switching between the two.



TextHELP! Read & Write (Standard & Gold) - Provides literacy support and appears only as an unobtrusive toolbar across to the top of the page. A great option for anyone with dyslexia requiring extra support in identifying word confusion, spelling errors or in the reading back of text.



Digital Recorders & Note-Takers - It isn't always easy to scribble down notes or recall all the points of a meeting, seminar or discussion. Using a digital recorder you can capture what is said for reference at a later date. All VoicePower recorders and note-takers are supplied with software to allow the transfer of voice files to a PC or laptop. For users of Speech Recognition Software, the addition of a digital recorder can also enhance productivity and flexibility in permitting mobile dictation with deferred transcription through the Dragon NaturallySpeaking software.



Inspiration - A powerful visual learning tool that inspires you to develop ideas whilst planning and structuring workflow. Interactive diagrams, charts and reports help to organise and prioritise concepts and information. The software helps you to develop strong analytical and organisational skills through visual learning techniques. Strengthening critical thinking, comprehension and writing skills, Inspiration is a valuable tool for all age groups.



Ergonomic Mice, Keyboards and other Assistive Equipment - Such equipment can assist with the ease and comfort with which users are able to operate a PC or laptop. Such technology is often an accompaniment to speech recognition software but can be supplied independently too. If you are unsure whether we supply what you are looking for...Just Ask!

VoicePower supplies training & support on all of the above products.
Contact us for further information or a quotations.
Tel: 01943 468000

GET IN TOUCH...

Web: www.voicepower.co.uk - a source of further product and service information
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textHELP

Inspiration
SOFTWARE, INC

PHILIPS