


Sanele sinun dokumentit Wordissä

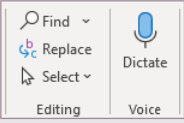
Dictate your documents in Word

Dictation lets you use speech-to-text to author content in Office with a microphone and reliable internet connection. It's a quick and easy way to get your thoughts out, create drafts or outlines, and capture notes.

How to use Dictation

 **Can't find the Dictate button?** The dictation feature is only available to [Microsoft 365 subscribers](#).


1. Go to **Home > Dictate** while signed into Microsoft 365 on a mic-enabled device.



Editing Voice

Tip: You can use **Alt + `** (backquote) to toggle the mic on and off.

2. Wait for the **Dictate** button to turn on and start listening.



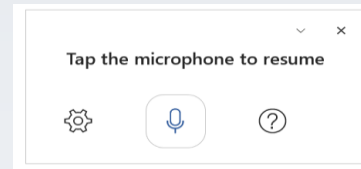
Dictate
Voice

3. Start speaking to see text appear on the screen.
4. Insert punctuation at any time by saying them explicitly.
5. Fix mistakes with your keyboard without having to toggle the mic icon off.

Tip: You can also move your cursor to a new comment to dictate feedback for others.

Sano nämä sanat

Say these words



kala, kaali, jono, joo, uni, uuni, äiti, ääni,
söpö, yksi, myyn, kiva, kiitos, ei

moi, hei, terve, moikka

anteeksi, sori, ei se mitään

hyvää huomenta

hyvää päivää

hyvää yötä

ole hyvä, kiitos

kiitos, ei kestä

mitä kuuluu, ihan hyvää, entä sulle

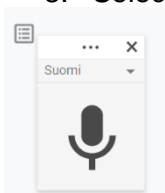
mä, sä, mun, sun

mun nimi, sun nimi

kuka, mikä

Dictation in Google Docs

1. Use Chrome
2. Open Tools ---> Voice typing
3. Select Language: Suomi



Which words were easy ones?

Which words needed more attention? Why?