### Initial Setup

You can open the app directly after installation or by tapping the app icon on your device. Then follow the Mobile Voice setup wizard.

#### Mobile Voice Setup Wizard

Complete the setup in portrait mode.

1. Open Mobile Voice by tapping the icon on the home screen.



 Before you start going through the setup wizard, a message asks if you want to allow Mobile Voice to access the microphone on your device. You need to allow this in order to record dictation. Tap Allow.



 On Step 1 of the setup wizard, review the steps listed in Step 1 of 2: Set up (on screen), then tap the Open Settings button.





### nVoq Mobile Voice For iOS

4. This takes you directly to the app settings for Mobile Voice in your device Settings. Under ALLOW MOBILE VOICE TO ACCESS, tap Keyboards.



5. Slide the toggle to enable the Keyboard. Once you enable that setting, the Allow Full Access setting appears. Slide the toggle to Allow Full Access.

		Keyboards
Settings		Keyboard
Q Search	<u>U</u>	Allow Full Access
Swipe down, then enter	×	when using one of these keyboards, the keyboard can access an the data you type. About Third-Party Keyboards & Privacy

6. A dialogue pops up on screen asking if you want to allow full access for Mobile Voice. This includes a warning that full access allows nVoq to transmit anything you type, including sensitive information. Mobile Voice is a HIPAA-compliant keyboard, so that is OK. Tap Allow.



7. Navigate back to Mobile Voice. You may be able to tap the *Mobile Voice* link at the top-left of the screen. (Or you can swipe up from the dark line at the bottom of the screen to go back to the home screen, and then tap the app icon.)

Settings		
oottingo	Keyboard	
O Search II.		



8. You will see a green checkmark next to Step 3 on the screen in the Mobile Voice setup. Tap the Next button.



9. This advances the screen to Step 2: Switch to our Keyboard. As per the instructions, tap and hold on the Globe icon at the bottom-left of the screen.

Step 2 of 2: Switch to our Keyboard					
1. Tap and hold the Globe icon 🌐					
2. Select 'Keyboard - Mobile Voice'					
3. Tap Done					
-	_				
$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$	elete				
caps lock A S D F G H J K L re	eturn				
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10. On the menu that appears, select Keyboard -Mobile Voice.

Keyboard Settings	F	2	Б Г	<sup>6</sup> Y	Ű	8	9 0 0 P	delet
English (US)	s	8	•		)			
Emoji	D	F	G	н	J	K		returi
Keyboard – Mobile Voice	c	V	В		M	!	?	shit
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- 11. Tap **Done** in the upper-right corner.
- 12. You are taken directly to the sign in screen.



### Sign In with an nVoq Account

Signing on with a Single Sign On (SSO) account (like Microsoft Entra ID or Okta) is not supported on nVoq Mobile Voice for iOS.

1. <u>New users must reset their password before they can log in</u>. Tap the Forgot password? link below the Sign In button.

	Let's start transforming your clinical documentation!	
healthcare.nvoq.com		
	Sign In	Forgot password?

2. The Password and Username Recovery page will open in web page in your default browser.

assword and Username Recovery
Having trouble signing in?
O I forgot my username
I forgot my password
Username george.glass@global.com
Enter the username associated with your account.
Email me recovery information
<ul> <li>a. Tap the radio button next to I forgot my password.</li> <li>b. Enter your nVog username.</li> </ul>

c. Tap the **Email me recovery information** button.



3. You will receive an email with a link to reset your password. Click the link and follow the instructions to create a new password.



4. On the Mobile Voice sign in screen, enter your nVoq username and new password.

Let's start transforming your clinical documentation!
George.glass@global.d
Password
healthcare.nvoq.com
Sign In

5. Leave the system on the default (healthcare.nvoq.com).

Let's start transfor your clinical docume	Voice ] For IOS ming ntation!
George.glass@global.com	
healthcare.nvoq.com	
Sign In	
	Forgot password?



6. Tap the **Sign In** button.

	Mobile Voice For iOS Let's start transforming your clinical documentation!	
George.glass@global.com		
healthcare.nvoq.com		
	Sign In	
		Forgot password?

7. You are taken directly to the dictation screen of Mobile Voice. Swipe up from the dark line at the bottom of the screen to go back to the home screen where you can select an application into which you would like to dictate.





### **Use Dictation**

1. Open the application into which you want to dictate.



2. Place your cursor in the text area where you want to add text.



3. Tap the Mobile Voice dictation button.





4. The dictation screen opens in an active recording state, which is indicated by the microphone icon at the bottom of the screen being red.

	o Mobile Vo	pice	Sign Out
Speak now			
	₽ ₽	$\geqslant$	
	<u> </u>		
Say your dictation.			
	🚕 Mobile Vo	ice	Sign Out
Patient ambulates 10 fee and weakness, with 1 as	et between chair and b sist. 1 month ago patio	bed before experience ent ambulated slowly	ing dyspnea / from room to

5. 5



6. Tap the microphone icon on the bottom of the screen to stop recording. The microphone is black when Mobile Voice is no longer recording.





7. Tap the green send icon to send the transcript to your application.



8. After your text has been sent, go back to your application to see your note populated in the text area where your cursor was last placed. You may be able to click the ◄ link at the top-left of the screen, or you can swipe up from the dark line at the bottom of the screen and then tap the app icon on the home screen.





9. Your transcript appears in your application where you placed your cursor.



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