

NAME: _____

Period: _____

Date: _____

Worksheet – Day 1

Training Capsule 8 – Speaking Commands

1. Words with a dot in front of them are _____.
2. You should _____ when seeing these dots.
3. The software interprets a brief silence as a _____ and anticipates a _____ will soon follow.
4. List two ways to turn your microphone on/off:

5. The microphone is an _____ and needs to either be turned off or put into _____ if you are not going to use it immediately; this allows for less unwanted words on your screen.
6. You can say _____ or _____ to put your software/microphone into hibernation.
7. To bring your software/microphone out of hibernation you can say _____ or _____.
8. To turn the microphone completely off when you are done with the software, you can _____ or _____.