



How to Dictate a Book

The Author's Guide to Effortless Dictation

with Michael La Ronn





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OVERVIEW



Why you should dictate your books, and the unexpected benefits of dictation



How to dictate your books (apps, equipment, methods, etc.)



Overcoming common dictation roadblocks



The background consists of a grid of interlocking puzzle pieces. The colors transition from red and orange at the top, through yellow and green, to a wide purple band in the middle, and then back to yellow, green, and blue at the bottom. The text is centered within the purple band.

Why dictate your books?

Speed, baby!

It's faster

- The average person types 50 WPM
- The average person **speaks** 150 WPM
- Less friction in telling your story

It's healthier

- Perfect for people with chronic pain or repetitive stress injuries (RSIs)
- You can dictate in any position



It's insurance

Chronic illness comes for all of us.

- 45% of Americans suffer from chronic illness.
- If you don't, you probably will.

Don't forget temporary illness/injuries.

- What if you break your dominant arm?
- Adopting dictation can keep you productive during tough times.





How to dictate your book

(There are no wrong ways. Just your way.)

Choose a device



Computer

Sit or stand
Requires a good mic



Phone

Dictate anywhere
Many apps exist



Voice Recorder

Dictate anywhere
Transcribe later

Computer dictation

Microphone

- Use an entry-level podcasting USB mic
- Place the mic approximately 2 inches from your mouth
- AVOID Bluetooth headsets!!!
- Don't cheap out

App

- The right app will depend on your budget and operating system
- Experiment with different apps, but know that Dragon will probably get you the best results



Dragon: a brief interlude

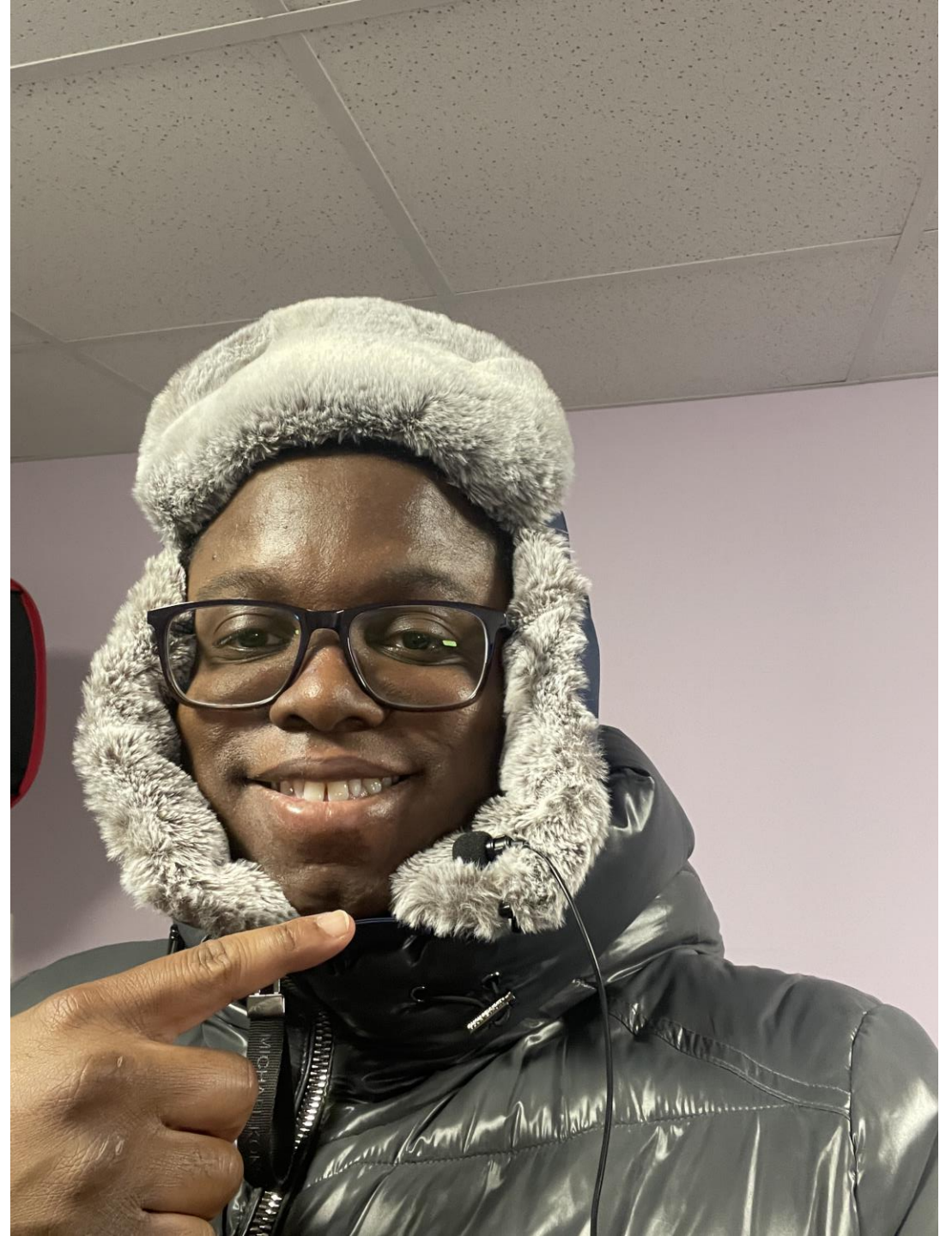
- Considered by most to be the best speech-to-text program on the market, but it has a learning curve
- To run Dragon on a Mac, you'll need to:
 - Buy a Windows computer
 - Use Bootcamp (older Intel Macs only)
 - Use virtual machine software like Parallels
- Dragon's days may be numbered with the recent Microsoft acquisition
- I'll include helpful resources to learn Dragon at the end of this presentation



Phone dictation

- Many, many choices
- Built-in phone dictation works, but it has drawbacks
- Use a lapel mic

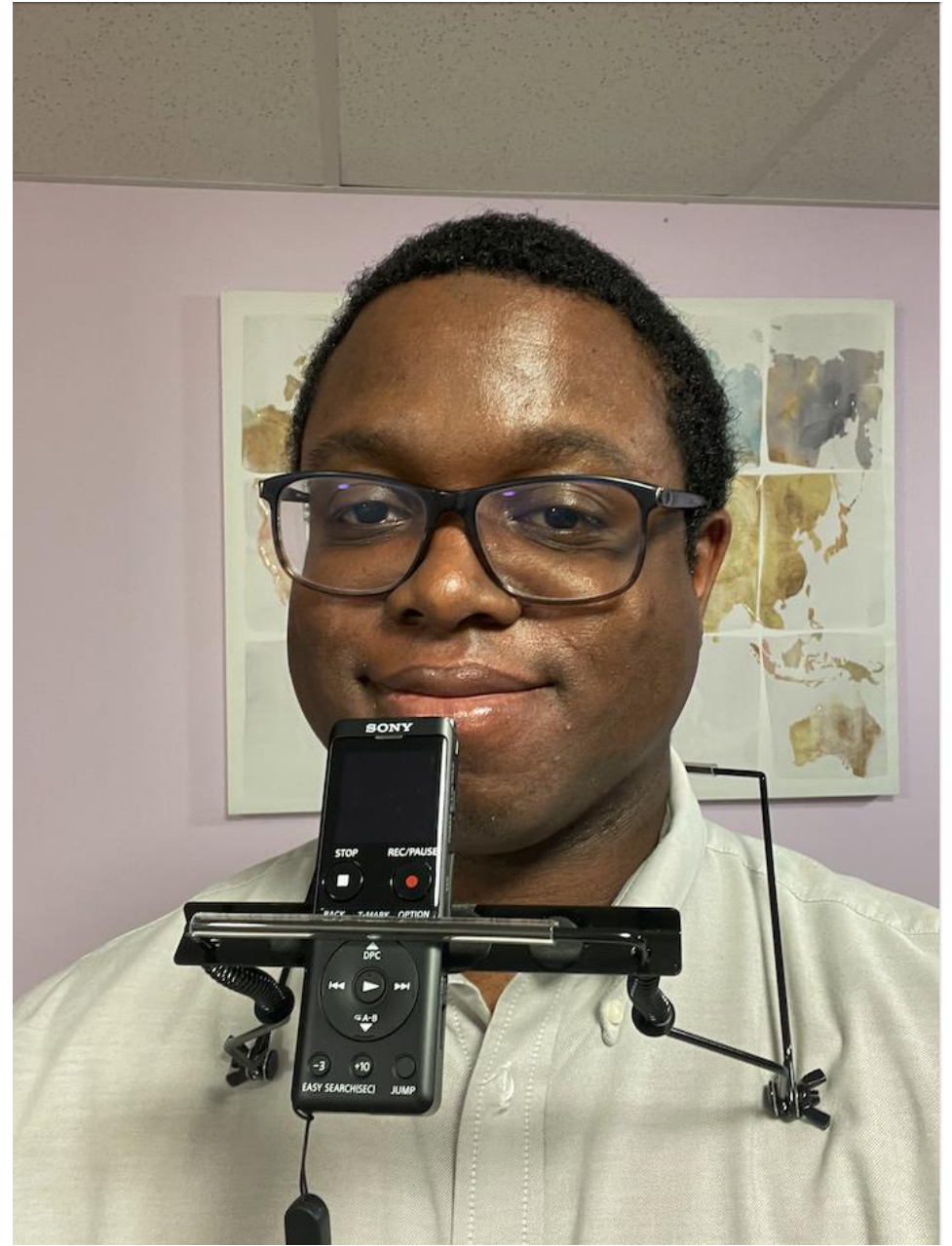




Voice recorder dictation

- The method the pros use
- Budgets range from \$30-\$100
- Excellent sound quality and physical buttons
- Keep the mic as close to your mouth as possible





Pros & Cons



Computer /
On-Screen Dictation

Pro: Easiest

Con: Slowest



Mobile /
On-Screen Dictation

Pro: Dictate anywhere

Con: Usability



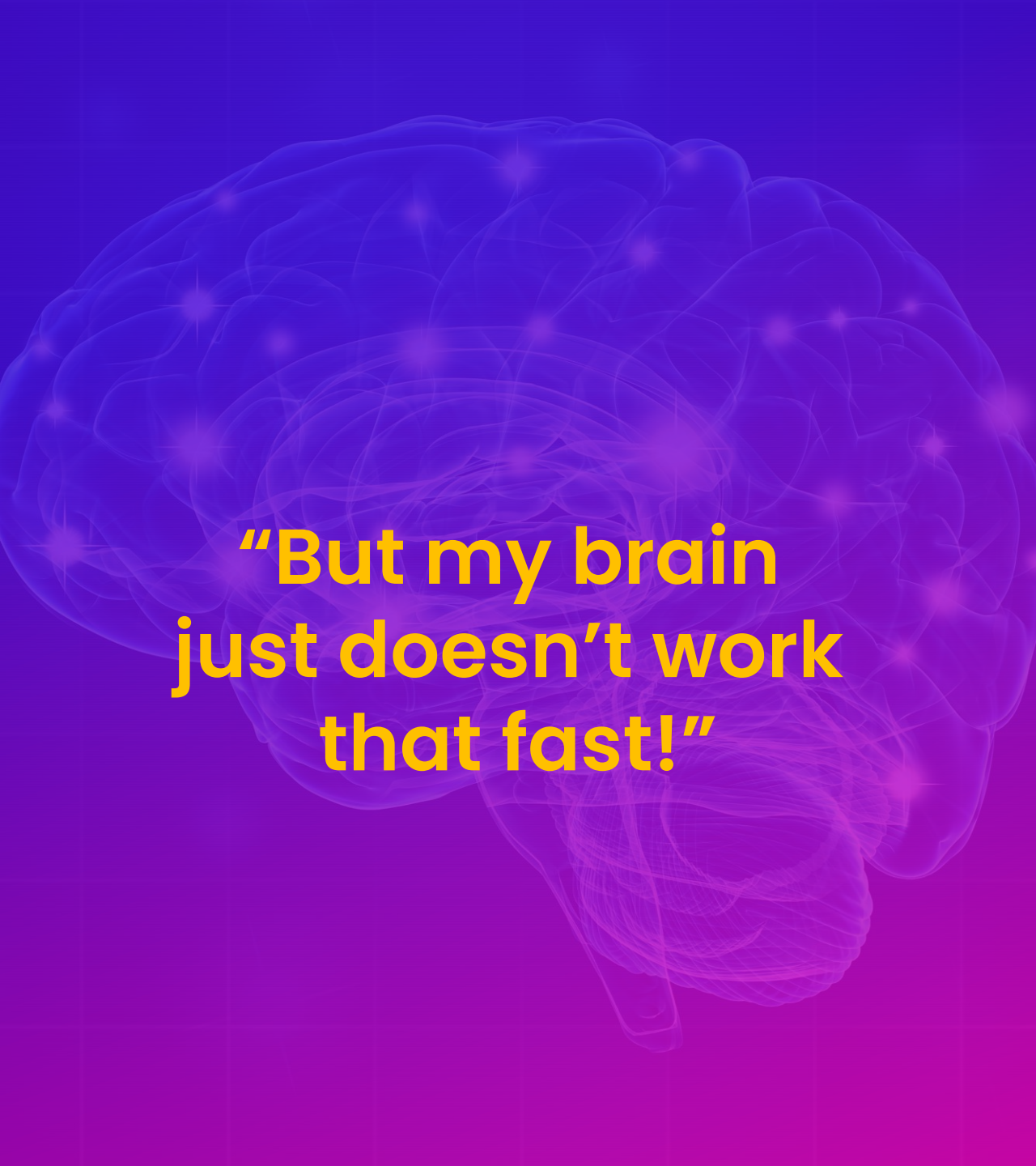
Dictation /
Transcription

Pro: FLY, FLY, FLY!!!

Con: Learning curve

Common roadblocks with dictation





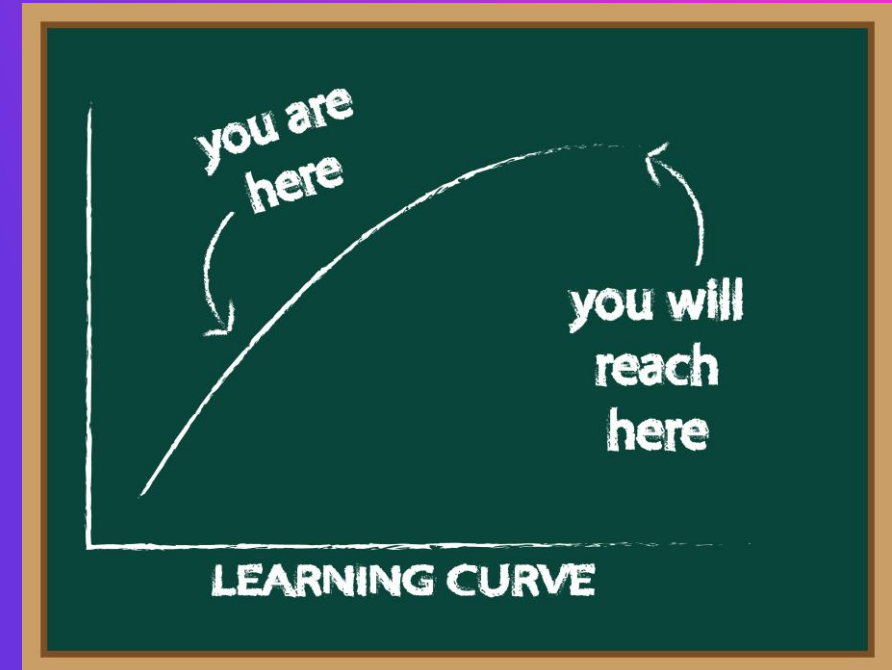
“But my brain
just doesn’t work
that fast!”

● The brain-to-mouth dilemma ●

- Dictation is not fluid
- It is actually **very** choppy
- You’ll get better with practice

The learning curve

- Yes, you can do it
- No, it's not easy (at first)
- Maybe you just haven't found the right setup yet



The clean-up



When done wrong, dictation is extremely sloppy.

- Sloppy dictation is why many authors quit.
- The clean-up isn't worth the time you save.

There is a better way.

- What if you could dictate with minimal errors?
- What if you could do it for **free**? (Or cheap?)

The Dictation Triangle

Distance to the Microphone

Environment

Enunciation & Training



Slow Down!






The Pikachu Method



Your transcription silver bullet

- 
- When you make a mistake, say “Pikachu period.”
 - CTRL+F for “Pikachu”
 - Delete the sentence



Edit like a genius



Word Macros

- Easy to use
- Automate common errors
- See Paul Beverley's FREdit



ChatGPT

- Great proofreader
- Use the prompt "Edit this text for typos only"

Recap



Why dictate?

- It's faster
- It's healthier
- You may need it someday



Equipment

- Computer: USB podcast mic
- Phone: lapel mic
- Or, voice recorder



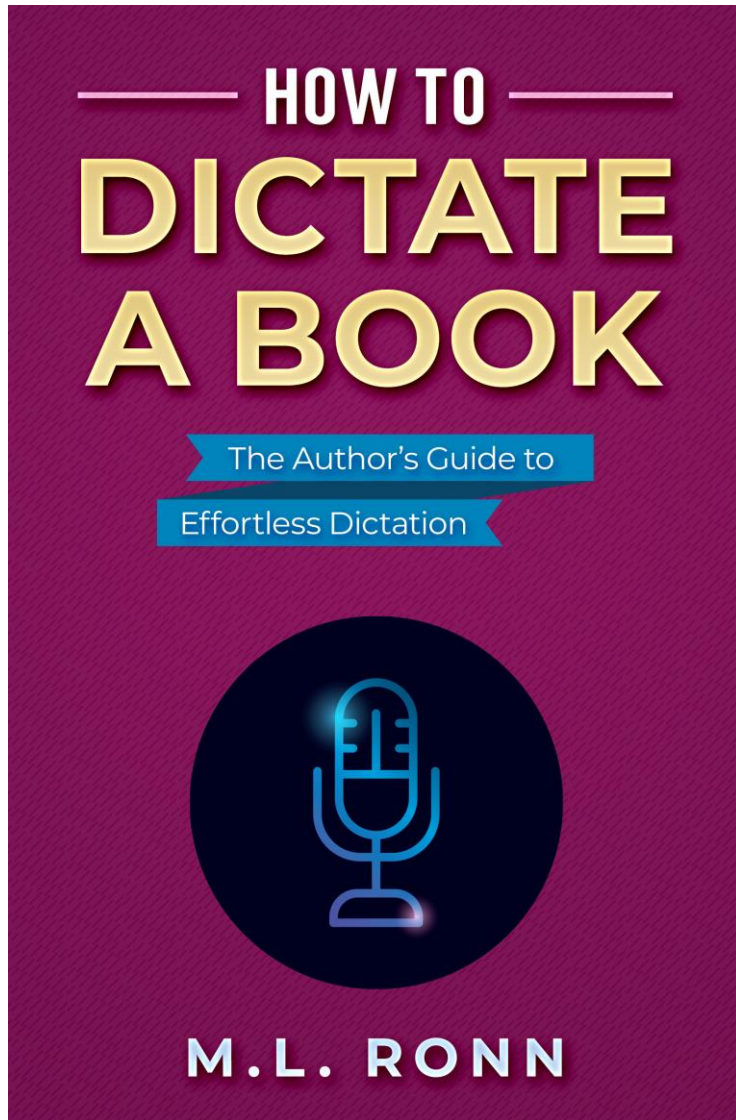
Apps

- Many choices
- Experiment
- Consider Dragon



Roadblocks

- You got this!
- Keep it clean



More Help for You

Go to www.authorlevelup.com/dictationstuff (or scan the QR code)

- Includes links to:
 - How to Dictate a Book, which includes a free course
 - Other helpful dictation courses, resources, and groups to help you become a world-class dictator



Bonus Round Q&A : Common Dictation Questions

1. What is your dictation setup (apps, equipment)?
2. You didn't cover X service/app. What do you think about it?
3. I don't like the sound of my voice. How do I get over that?
4. Can I dictate while driving?
5. Will editors charge you more if your work is dictated?
6. What do you think about voice-activated voice recorders?
7. What about paying a human for transcription (aka the Kevin J. Anderson Method)?
8. Any secret Dragon tips?



www.authorlevelup.com/dictationstuff



THANK YOU

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