Using Dragon to Move throughout an Excel Spreadsheet

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For anyone spending a great deal of time using Dragon in Excel, mastering a basic set of commands including manoeuvring through an Excel spreadsheet (or worksheet) is paramount.

While Dragon provides a multitude of different methods for moving around an individual worksheet, or even throughout multiple worksheets, challenges arise when moving to any cell or column beyond Z (such as AA, BD, and so on).

For those who experience this challenge and are unaware of the resolution, I offer it below.

Within the range of columns from A to Z, simply say **"go to cell C 15"**, and Dragon moves the cursor to that particular cell.

Beyond the range of column Z, there is a two-step process for moving to a specific cell. First move to a specific row or column, and then second move to a specific column or row immediately following. For instance:

- Say **"row 35"** to move to the 35th row.
- Say **"column 57"** to move to the BE row.

The cursor is now situated in BE 35.

Despite each column having a corresponding sequential alpha character, Dragon recognizes columns as numbers after Z. For example, AA is actually column 27.

To assist those using worksheets where the columns extend beyond Z, I offer the attached PDF with corresponding numbers for the specific alphabet columns.

 Excel Column Letters & Corresponding Numbers

Enjoy.

Guidance & Training

Speakeasy Solutions provides customized guidance and training, enabling you to utilize software applications quickly; with the use of Dragon's built in commands as well as custom command creation for further efficiencies.

Training is provided in 15 minute segments, however, most individuals find a two-hour session useful for "filling in the blanks" with respect to Dragon know how or leveraging the more advanced features within Dragon.

Contact Speakeasy Solutions today to discuss your individual training needs.