



Nuance[®]
Dragon[®]
Medical Practice Edition 4

**Nuance Management Console Guidelines for
Distributors**



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Dragon Medical Practice Edition

Nuance® Management Center.

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Nuance Communications, Inc. is strongly committed to creating high quality voice and data management products that, when used in conjunction with your own company's security policies and practices, deliver an efficient and secure means of managing confidential information.

Nuance believes that data security is best maintained by limiting access to various types of information to authorized users only. Although no software product can completely guarantee against security failure, Dragon software contains configurable password features that, when used properly, provide a high degree of protection.

We strongly urge current owners of Nuance products that include optional system password features to verify that these features are enabled! You can call our support line if you need assistance in setting up passwords correctly or in verifying your existing security settings.

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For distributors - Setting up the NMC server

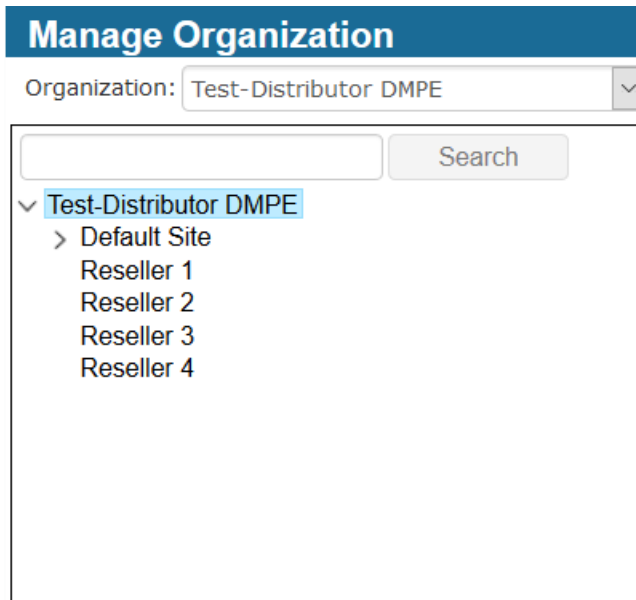
General information

You use the NMC server to administer two types of licenses:

- NMC Administrator licenses – For accessing the NMC server and administer licenses.
- Dragon Medical Practice Edition (DMPE) licenses – For DMPE user authentication within Dragon Medical Practice Edition version 4.

You use three elements to structure your organization on the NMC server:

- Sites: Contain one or more groups. Create one site for each VAR/Partner.
- Groups: Contain one or more users. Groups determine user permissions in the NMC server.
- Users: Each user must belong to at least one group. You grant licenses to each user.



Order fulfillment Stock keeping units

1. If you are a Distributor, you must order the three fulfillment Stock keeping units (SKU)s mentioned at the beginning of your price list.

SKUs for the international English version of Dragon

Product/customer	SKU
Customer Organization + 10 Admin Licenses	LIC-A709Z-ORG10ADM

Product/customer	SKU
Dragon Medical Practice Edition 4, International English (Electronic Download)	EM-A71A-56001
Dragon Medical Practice Edition 4, 200 user licenses	LIC-A709X-XCF-4.0

2. Send the NMC server organization name to Nuance order management. The NMC server organization name should use this naming convention: <YourCompanyName> DMPE.

Once Nuance order management receives your information, they send the following items to the VAD:

- NMC console administrator log in credentials.
- The Dragon Medical Practice Edition 4 download link.
- 200 Licenses for the distributor organization

Set up your organization in the NMC server

Recommendations

- Setup each partner/reseller or customer as a site.
- Setup each customer or department as a group.

Set up a site

1. In a web browser, go to <https://nsf-eu2.nuancehdp.com/NMCHTML/?authMode=nms>.
2. Log into the NMC console.
3. Click **Organization Overview**.
4. In the left-side navigation tree, right-click your organization name, select **Add Site**.
5. On the Site page, add necessary information. For field descriptions, see “[Site page](#)” on page 9.
6. Click **Save**.

Set up a group

You can:

- Create an administrator group at the Site level.
 - Create an administrator group at the customer group level.
 - Create a user group at the customer group level.
1. In the left-side navigation tree, right-click a reseller, select **Add Group**.
 2. Select a role for the users in the group. If this is an NMC Administrator group, select a group in the **Base new group on this existing group** drop-down list.
 3. Click **OK**. The Group Details page appears.
 4. Give the group a name:
 1. For an administrator group at the site level, specify '**<VAR name> Admin group**' as the group name.
 2. For an administrator group at the customer level, specify '**<Customer name> Admin group**' as the group name.
 3. For a user group at the customer level, specify '**<Customer name> Department <Department name>**' as the group name.
 5. Select a site for the group.
 6. Add remaining information as necessary.
For field descriptions, see [Group details page](#).
 7. Click **Save**.

Add privileges to a group

1. Select the group.
2. In the **Privileges** area, select the following privileges:
For an administrator group at the site level:

- Manage Groups
- Manage Sites
- Product Manage Dragon Medical Practice Edition
- Product Manage NMS

For an administrator group at the customer level:

- Manage Groups
- Product Manage Dragon Medical Practice Edition
- Product Manage NMS

3. Save your changes.

Add grants to a group

You can set more granular privileges for a group on the **Grants** tab, on the Group Details page.

You must have the NMC Administrator role to configure grants for a group. Grants control what group and group members can create, view, edit, or delete. Grants also control the users, groups, and sites that group members can perform actions on.

1. On the **Group Details** screen, on the **Grants** tab, click **Add**.
2. On the **Add Group Grant** screen, in the **Object Type** area:
 1. For an administrator group at the site level, select 'Site'.
 2. For an administrator group at the customer level, select 'Group'.
3. In the **Grants** area, select the following grants:
For an administrator group at the site level:

- Create Group
- View Group
- Modify Group
- Create Site
- View Site
- Modify Site
- Create User
- View User
- Modify User
- Delete User

For an administrator group at the customer level:

- View Group
- Create User
- Modify User

4. In the **Object** area:
 1. For an administrator group at the site level, select the admin site.
 2. For an administrator group at the customer level, select the group.

5. Click **Add**.
6. Save your changes.

Set up a user

Repeat the following steps to create each user:

1. In the left-side navigation tree, right-click a group, and select **Add User Account**.
The User Account Details page appears.
2. On the **Details** tab, add a first name, last name, e-mail address, and a generic password.
3. Check **User must change password on next login**.
4. Click **Group Memberships**.
5. Under **Available Groups**, select the group you want to add the user to.
6. Click the right arrow button to assign the user to the group.
7. Click **Save**.
8. In the License dialog:
 1. To allow the user to manage NMC console UI items and settings, select 'NMC Administrator'.
 2. To allow the user to work with Dragon Medical Practice Edition settings, select 'Dragon Medical Practice Edition'.
9. Click **OK**.

Assign licenses to multiple users simultaneously

To explicitly assign a license to a user, perform the following steps:

1. On the main NMC console ribbon, go to **Licensing>Grant**.
The License Summary page appears.
2. Right-click on the 'Dragon Medical Practice Edition' license and select **Grant Licenses**.
The Grant License page appears.
3. Under **Available Users**, select users.
4. Click the right-arrow button.
5. Click **OK**.

Site page

The following sections describe the fields on the Site page tabs.

Site—General tab

The following table describes the fields on the General tab.

Field	Description
Organization	Name of the organization associated with this site. This field is read-only.
NPI	National Provider Identifier. Not applicable for Dragon Medical Practice Edition.
ID	Unique site ID that Nuance Management Center generates automatically when you create the site. You can optionally edit this value. REQUIRED
Name	Site name. REQUIRED

Field	Description
System site ID	Unique system site ID.
Groups	Groups assigned to this site. This field is read-only.

Site—Address tab

The following table describes the fields on the Address tab.

Field	Description
Street 1, Street 2, Street 3	Street address for this site.
City	City where this site is located.
State	State where this site is located.
Zip	Postal code for this site.
Country	Country in which this site is located.

Group Details page

The following sections describe the fields on the Group Details page tabs.

Group Details—Details tab

The following table describes the fields on the Details tab.

Field	Description
Group name	Name for this group.
Organization	Prepopulated with the name of your organization. This field is read-only.
Sites	Site to which the group belongs.
Role	Role to which all users in this group are assigned.
Privileges	Privileges that all users in this group are assigned. Select and deselect the appropriate privileges, or click one of the following: <ul style="list-style-type: none"> • Select all to select all privileges • Clear all to deselect all privileges

Group Details—Members tab

The following table describes the columns on the Members tab.

Field	Description
Last name	User's last name.
First name	User's first name.
Location	User's location.
Department	User's department.

Field	Description
Add/Remove	Click to add or remove user accounts from this group.

Group Details—Security tab

The following table describes the columns on the Security tab.

Field	Description
Grant	Grant assigned to this group.
Principle	Principle assigned to this group.

Group Details—Grants tab

The following table describes the columns on the Grants tab.

Field	Description
Action	The status when a grant is added or deleted.
Add	Opens a page where you can add a grant.

Authenticate users on Dragon workstations without a network connection

Manually generate, authenticate, and distribute licenses for users on disconnected workstations

The first time a user logs into Dragon Medical Practice Edition (DMPE) on a computer with an internet connection, the NMC server authenticates the user's credentials.

Afterwards, the user can use Dragon Medical Practice Edition without a network connection.

For users that run Dragon Medical Practice Edition on a computer without a network connection, you must use special tools to initiate first-time credential authentication.

Manually generate and authenticate user licenses

On a computer with a network connection to the NMC server, use the License Authentication tool (dgnkeygen.exe) to create a Dragon License file (Activate.dmpekey). The file contains a list of user credentials, license expiration information, and the NMC server profile folder name.

After authenticating the file contents with the NMC server, use the Dragon License Import Tool to import the file to each Dragon Medical Practice Edition workstation that does not have an internet connection.

1. On a computer with a connection to the NMC server, download and install the the License Authentication tool.
2. Double-click dgnkeygen.exe.
3. To load a Dragon Medical Practice Edition license file, click **Load User Info**, navigate to and select the license file (AuthorizedUsers.dmpeinfo), click **Open**.
4. To add log in credentials, under Dragon User information, add a login name and password for a user. To add credentials for another user, click **Add**.
5. To remove log in credentials, select the user ID and password, and click **Remove**.
6. To save the user credentials, click **Save User Info**. Choose a location for the AuthorizedUsers.dmpeinfo file, and click **Save**.
The file is encrypted for protection. Do not copy the file to other machines.
7. To authenticate the license credentials with the NMS server, click **Generate Keys**.
For every user the import tool successfully authenticates, the results window shows: 'user name: Succeeded, License expired in <date><time> '.
If the import tool successfully authenticates all users, the server adds the following to the Activate.dmpekey file:

- A hash version of each password.
- The license expiration date of each license.
- The location of the profile folder.

If the server does not successfully authenticate each user:

- The license activation tool does not create the Dragon License file. Correct the user data and click **Generate Keys**.
- 8. If the tool successfully authenticates all users, use the Save As dialog box to save the Activate.dmpekey file.

Manually import licenses to a disconnected computer

Use the Dragon License Import tool to import the license file to (Activate.dmpekey) to a disconnected Dragon Medical Practice Edition workstation.

The tool generates a Dragon license cache file (dmpe.dgnca) in the following directory C:\Program files (x86)\nuance\NaturallySpeaking15.

The tool adds user names from the activation key, and a machine-specific identifier to the the client cache file. The cache file is encrypted.

Example content of a cache credential file:

```
[MachineID]
HardWareFingerPrint=XXXXXXXX ← The machine where you run the License
import tool.
[LoginName1]
Password= HashValue1
Expiration=Date (format: dd-mm-YYYY hh:mm:ss PM)
ProfileFolder=LoginName1_GUID
```

When a user logs into the Dragon Medical Practice Edition client, the client compares the user log in credentials to the credentials in the credential cache file.

If the credentials match, the user can use Dragon Medical Practice Edition on the disconnected workstation.

Steps for importing the Dragon license file

Perform the following steps on every Dragon Medical Practice Edition workstation that does not have an internet connection. You can run the Activation key from a storage device like a USB stick.

1. Copy the License file, Activate.dmpekey, to the disconnected workstation.
2. Perform one of the following actions:
 - Double-click Activate.dmpekey.
 - Or
 - Open a Windows command line and enter the following:


```
C:\Program files (x86)\nu-
ance\NaturallySpeaking15\Program\dgnlicimport.exe <path-to-
Activate.dmpekey>.
```
3. The command line displays the import status. For example, 'dmpe.dgnca is imported successfully'.

Users can now log into and use the Dragon Medical Practice Edition client on the disconnected workstation.