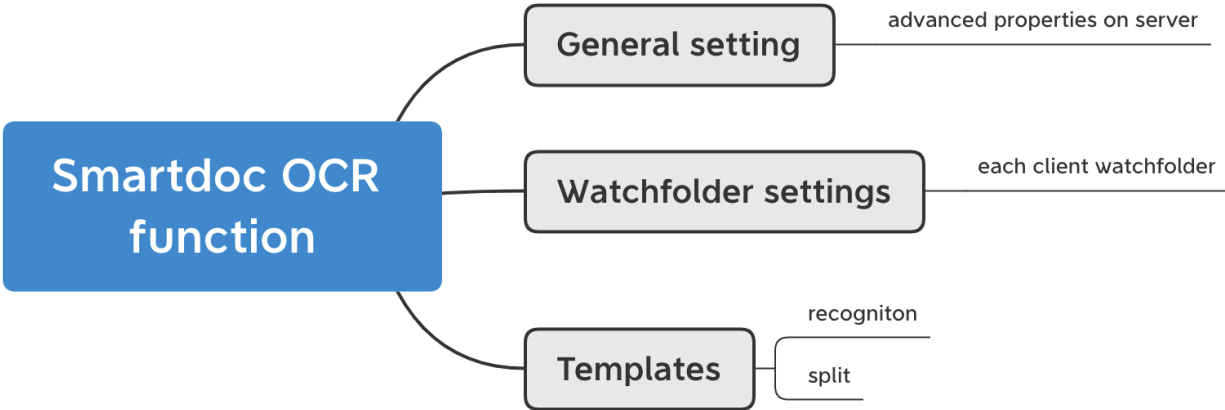


# OVERVIEW SMARTDOC OCR FUNCTION

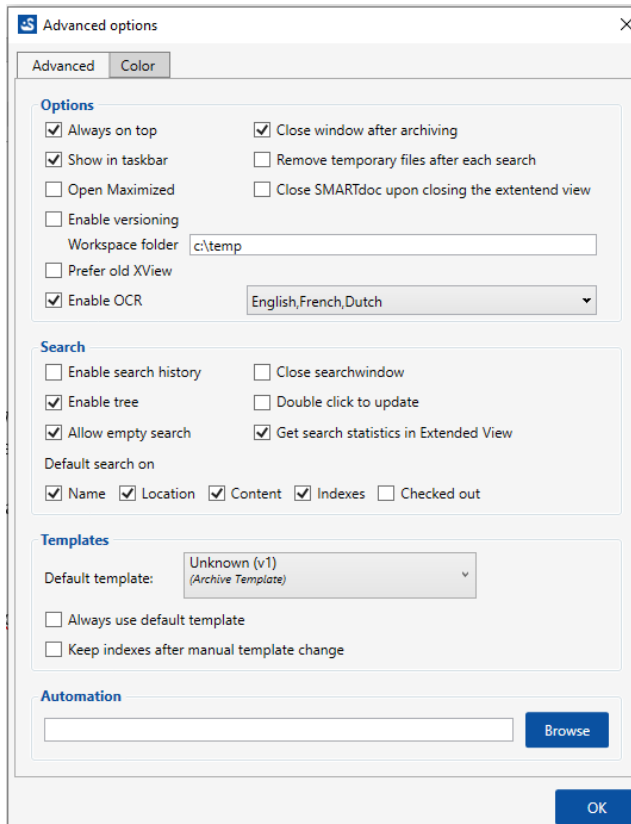


# Smartdoc Outlook Office connector

## GENERAL OCR SETTING

This setting is only available on the Smartdoc server!

- Open the properties:
- Click 'Advanced'
- Select 'Enable OCR'
- Select the languages used by the OCR, the more languages you select, the longer the process will take.



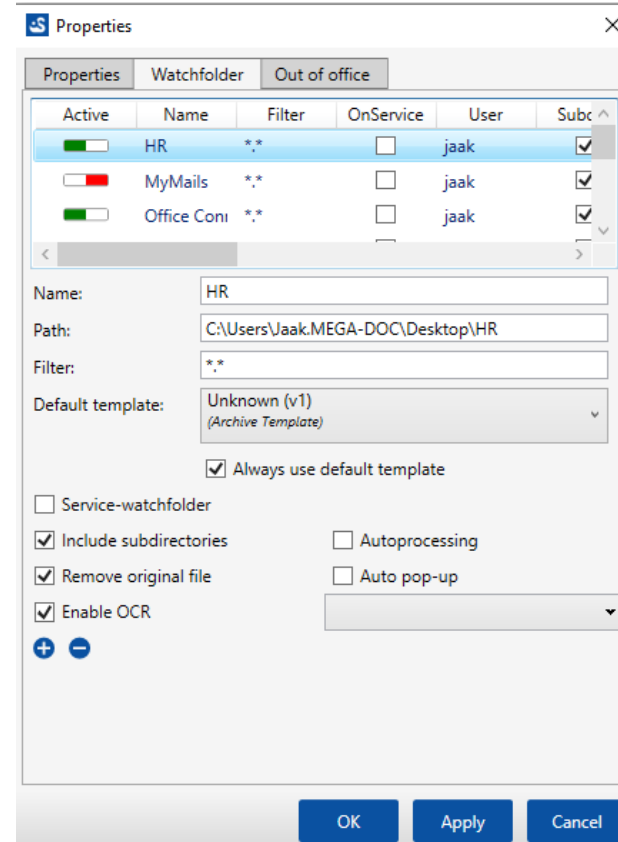
Every document that is added to Smartdoc now is searchable. When you drag and drop a document onto Smartdoc you can search for the text inside the document even when it is saved as an image.

This function does not scan documents already contained in Smartdoc.

## WATCHFOLDER SETTING

Each watchfolder on a client or server can have OCR enabled.

Open the properties, go to the tab 'Watchfolders', select the watchfolder you want and click 'Enable OCR'.



Every document that is treated through that watchfolder will be made searchable.

Templates using recognition will also work on those documents because the text is recognized and becomes searchable.

# Smartdoc Outlook Office connector

## TEMPLATES

### RECOGNITION

When creating recognition templates and after activating the OCR function on the server, you don't have to do anything special anymore. You can take an unreadable Pdf and create a template for it, like you would do for a readable PDF.

When you select an area to define the text to be recognized this will work, even for not readable PDF's.

SMARTdoc - Edit IndexBase

Please Fill in all values for this index

Name: LAGA Description:

Type:

Metadata

file extension

Text

Location

StartPoint: X: 399 Y: 822 EndPoint: X: 592 Y: 744

Select File: C:\Users\Jaak.MEGA-DOC\Desktop\templater training\NOT OCR-ed\Laga 3.pdf

Direction Occurancy:

Left FirstData:  SecondData:  Length:

Calculation (for Left and Right: e.g. "Index=2" or "Value=1,21")

Left:  Operand:  Right:  Indicate:

This means that you don't need an OCR program anymore to create recognition templates.

### SPLIT

You can use split templates that search for a text in a document, even when it is not readable.

SMARTdoc - Split Template

SMARTdoc Split Template

Start

Start Path:

End

End Path:

Recognition

Barcode Length:  or Text:

Classic

Splittext: Smartdoc

Include Split Page:  Yes  No

Separation Page Location:  Before  After

Enable Ocr

You can also split on Recognition when you have a recognition template for the documents.