

READIRIS USER'S GUIDE



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USER'S GUIDE

SAVE TIME, NO MORE RETYPING!

Congratulations on acquiring Readiris. This software package will undoubtedly be of great help in recapturing your texts and tables.

As efficient as computers are, you have to key in your information first. If you have ever retyped a 15 page report or a large table of figures, you know how tedious and time-consuming it can be. Use this state-of-the-art OCR package to automatically enter text in your applications and you'll acquire an unprecedented level of efficiency and comfort!

Scan a printed or typed document, indicate the zones of interest - or have the system detect them for you - and execute the character recognition. A few mouse clicks beat long hours of work as Readiris converts your paper documents into editable computer files: it's 10 to 25 times faster than manual retyping.

With the automatic mode of operation, the user's effort is reduced to a single click: he initiates the scanning and saves the text result, all intermediate steps are taken care of by Readiris. And thanks to the "Connect" capability, you can access the OCR function from within your favourite Windows applications! To recognize faxes, you can drag the fax files from the Windows Explorer to the Readiris application window.

Readiris recognizes tables of figures and recreates the table structure by assigning your figures to separate cells; your numeric data are immediately ready for further processing with your spreadsheet.

Based on the Connectionist technology from I.R.I.S., Readiris represents the best OCR has to offer. Font-independant feature extraction is complemented by self-learning techniques derived from a proprietary neural network. The system can learn new characters through context analysis: linguistic knowledge about syllables and words improves the OCR performance.

Readiris supports up to 52 languages: all American and European languages are supported, including the Central-European languages, Greek and the Cyrillic ("Russian") languages. Readiris even copes with mixed alphabets: the software detects "Western" words that pop up in Greek and Cyrillic documents - many



untranscrible proper names, brand names etc. are written using the Western symbols.

Readiris uses linguistics *during* the recognition phase, not after it. As a direct result, Readiris recognizes documents of all kinds with top accuracy, including low-quality documents, faxes and dot matrix printouts. It copes beautifully with badly scanned and copied documents containing too light or dark font shapes. Joined characters ("ligatures") are resolved and fragmented forms, such as dot matrix symbols, are recomposed.

User verification in pop-up style not only flags doubtful characters but also increases the system's precision. All solutions confirmed by the user are memorized, increasing speed and confidence as you go along. Using Readiris means rendering it more intelligent each time! This powerful learning tool allows you to train Readiris on special characters such as mathematic symbols and dingbats but also to handle distorted fonts as you will find in real documents.

To increase your productivity further, Readiris not only recognizes your texts, but can *format* them for you as well! Make use of "autoformatting" and Readiris recreates a facsimile copy of the scanned document: the word, paragraph and page formatting of the original document are retained. Similar typefaces are used, the point sizes and typestyles as used in the source document are maintained across the recognition. The placement of columns, text blocks and graphics follows your original documents.

In other words, Readiris allows you to archive a true copy of your documents, be it editable and compact text files instead of scanned images! Various levels of formatting are available, the choice is up to the user.

Readiris supports a wide range of popular scanners: numerous flatbed scanners, sheetfed scanners, hand-held scanners and "all-in-one" multifunctional peripherals ("MFPs") can be used. Readiris also supports the Twain scanning standard and some scanning platforms such as Visioneer PaperPort or HP Document Assistant.

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