Technically Speaking

Your Fast Track to Exploring ABBYY FineReader 12

When it comes to productivity, numbers certainly talk. But in the case of FineReader 12, they don't even come close to telling the whole story. The ease and range of its features encompass new categories of benefits for users of OCR technology. And to help you use them to your advantage, we offer this guide as a fast track to exploring FineReader's functionality.

EXPLORE HOW TO BENEFIT FROM:

- **Unsurpassed OCR Accuracy**
- **Precise Retention of Layouts and Formats**
- **Exact Reconstruction of Multi-Page Documents**
- **Fast-Track Features for Speeding Tasks**
- **Quick Content Reuse**
- **PDF Management and Conversion**
- **Easy Verification and Editing of Converted Documents**
- **Intuitive User Interface and Productivity Tools**
- **Scan and Photo Pre-processing Tools**
- **Easy eBook Creation**
- **Seamless Cloud Storage**
- **Robust Networking and Enhanced Functionality with FineReader 12 CE**

Key Features

Unsurpassed OCR Accuracy

Outstanding Recognition Accuracy
- Up to 99.8% accurate.

Accurate Multilingual Recognition
- Recognizes 190 languages in any language combination, plus full dictionary support for 48 languages.

Automatic Language Detection
- Intelligently detects languages within documents.

Microsoft® Word® Custom Dictionary Integration
- Enables the creation of customized word lists for processing industry-specific documents.

Font and Font Style Retention
- Precisely retains fonts and styles within a document.

Intelligent Background Filtering
- Dynamic threshold technology automatically adjusts contrast when converting grayscale and color images to black and white for better recognition results.

Accurately Processes Non-Standard Paragraphs
- Recognizes vertical, color and inverted text.

Barcode Recognition
- Recognizes 1-D and 2-D Barcodes.

Special Modes for Faxes and Typewritten Documents
- Enhances recognition accuracy by enabling users to specify a document's "print type" and apply it to the entire documents, selected blocks or table cells.

Precise Retention of Layouts and Formats

Retains Document Layout Elements
- Accurately reconstructs virtually all layout elements including tables of contents, headers and footers, charts, diagrams, text columns, images and tables.

Re-Creates Table Structures
- Accurately recognizes and recreates tables and spreadsheets, including multi-page tables, that are fully editable within Microsoft® Word® or Excel®.

Table Cell Content Recognition
- Improves accuracy by enabling users to specify cell types and properties, such as text orientation, images, language and numbers.

Save Tables With Image Headers to Excel
- Retains images when saving to Excel.

Multi-Table Document Conversion
- Provides the option of converting each page from a document into a separate sheet in Microsoft Excel.

Re-Creates Bullet Points and Numbering
- Converts bullet points and numbering to native Microsoft Word lists.

Key Features

Accurately Recognizes Magazine-Style Pages

- Automatically converts complex page images featuring integrated text. Enables manual marking of text areas for efficient processing of documents with background graphics.

Automatic Hyperlink Retention

- Detects and converts links into true hyperlinks.

Accurate Processing of Legal Agreements

- Accurately recognizes and recreates documents featuring signatures and company stamps.

Line Number Processing

- Provides the option of removing line numbering from legal documents.

Exact Reconstruction of Multi-Page Documents

Adaptive Document Recognition Technology (ADRT)

- Analyses and processes each multi-page document as a single entity, rather than as a batch of independent pages.

Precisely Reconstructs Format Elements

- Preserves virtually all elements from even the lengthiest documents, including: hierarchic heading structure, table of contents, headers, footers, vertical headers, page numbering, footnotes, fonts and font styles, captions, etc.

Features for Speeding Tasks

Near-Instant Document Opening

- Documents open almost immediately without blocking access to content – allowing users to view pages while the rest of a document converts.

Automatic Background Recognition

- As soon as a document opens, OCR processing begins running in the background – enabling users to start editing recognized areas, move pages, or select fragments for copying without delay.

Fast Processing Mode

- Boosts recognition speed – 40%* faster compared to Normal mode.

High-Speed, Multi-Core Processing

- Streamlines workflow and increases speed by dividing the processing of multi-page documents and performing recognition and conversion processes in parallel.

Instant Screenshot Capture

- ABBYY Screenshot Reader® (included with FineReader) instantly captures text or tables from any choice of screen view: active window, entire screen, flash images and more.

Quick Content Reuse

Fast Text Copying

- Saves time by processing only selected sections and pages, without users having to wait for the rest of the document to be processed.

Format Retention of Selected Areas

- Formatting of selected text areas is retained. Plus, the formatting and initial fonts of tables also transfer to target documents, ready for immediate use!

PDF Management and Conversion

Save to Searchable PDF

- Save documents directly to searchable PDFs for archiving and fast retrieval.

Optimal Profiles for Saving PDF Files

- Predefined profiles enable documents to be saved immediately to the appropriate format including Best Quality, Compact, Balanced, etc.

PDF/A Support

- The PDF/A archiving standard is supported.

PDF and PDF/X Save-To Options

- Options include text under image, text over image, text and pictures, image only.

MRC Compression

- Optimizes the size of PDFs for sharing and archiving

Bookmark Support

- For easier navigation and reading, FineReader automatically creates tables of contents in PDFs based on headings.

Comprehensive PDF Processing

- Processes any type of PDF, even scanned files without text layers (image-only PDFs) and files with non-standard encoding.

PreciseScan Technology

- Enhances the look of processed files by smoothing the appearance of characters.

Supports Adaptive Learning

- Provides access for visually impaired users by enabling technologies such as text-to-speech.

Document Properties Extraction

- While converting PDF files, ABBYY FineReader can retain the following types of metadata: title, subject, author, and key words.

ABBYY® FineReader® 12

Key Features

Detection of Internal Links
- Retains internal links and hyperlinks in output PDFs.

Editing
- Enables users to make corrections to PDF files within the FineReader text editor.

Full-Text Search/Search-and-Replace Tool
- Users can find and replace words or phrases without saving to an external application.

DjVu Export
- For easier reading and archiving, users can save PDFs to DjVu files to enjoy high-quality readable images that require minimal space.

Easy Verification and Editing

Verification Tool
- Highlights questionable characters and words that aren't found in dictionaries and offers alternatives for substitution. Alternatives for ideographic characters in Asian languages are also provided.

Navigation Shortcuts
- Intuitive shortcuts and tab controls simplify navigating through the verification process

Combined Correction and Verification
- Speeds proofing and revision of converted documents by enabling users to combine character and formatting correction.

Text Editor
- Easily proof results and make edits from within FineReader before saving to your preferred format.

Document Styles Editing
- Style Editor enables users to easily create, change or merge font styles.

Pages Re-Numbering Tool
- Enables easy page re-numbering after duplex scanning or splitting book pages.

Turn Off Unnecessary Elements Tool
- Provides the option of turning off the following automated processes: Generation of Headers and Footers, Numbered lists, Table of Contents and Footnotes in Output Documents.

Redaction
- Enables selective removal of sensitive content, including text and metadata, from documents so that they can be securely shared.

Intuitive User Interface and Productivity Tools

Streamlined to Speed Tasks
- No digging deep into menus to get a job done. Key tools are grouped together according to related functions – so users are never more than a click away from the features they need to complete their tasks

Intelligent Quick Tasks
- Common OCR tasks can be accomplished with just a few clicks – without having to launch the main FineReader window.

One-Step Conversion from Within Windows Applications
- Access directly from Microsoft Office (Microsoft Word,
- Excel® and Microsoft Outlook®)
- Right-Click access from Windows Explorer
- Access from the FineReader folder in the Windows Start menu
- One-click Tasks available from Windows 8 start screen.

Document Preview
- Preview documents before opening for fast selection of material you need processed.

Direct Export to Applications, Clipboard and Email
- Supported applications include Microsoft Word, Microsoft Excel, Microsoft PowerPoint®, Apache OpenOffice™ Writer and Adobe® Acrobat. Also supports export to email applications, web browsers and clipboard.

Twenty Four User Interface Languages
- Supports twenty-four interface languages including English, German, French, Spanish and Russian. Check the list

Split Document Tool
- Facilitates bulk conversion of mixed-type documents.

Direct Printing from FineReader
- Print open documents without the need to open them in an external application.

Hand Tool
- Enables movement of images within the FineReader Image Window

Scan and Photo Pre-processing

Automatic Digital Photo Pre-processing
- Automatically applies pre-processing functions to images captured with standard digital and smartphone cameras before recognition. Functions include: detection of page orientation, straightening curved text lines, splitting dual pages, deskewing, correction of image resolution, 3D perspective (trapezoid) distortion correction, removal of color marks, inversion of colors, etc.

Key Features

Extended Photo Pre-processing Options

- Page edges detection
- Page background whitening
- ISO noise reduction
- Removal of motion blur

Image Editor

- All image pre-processing functions can be accessed fast from the Image Editor window.

Manual Image Editing Tools

- Includes: splitting images into multiple pages, clean background color and illumination, removal of color stamps or color pen marks, rotate (90°, 180°, 270°), crop, invert, correction of image resolution, ISO noise correction, trapezium crop, blurred images correction, brightness, contrast, levels, eraser.

Select Pages to Apply Changes

- Enables changes to: all pages, odd pages, even pages and one or more selected pages.

Easy eBook Creation

Supports EPUB and FB2 Formats

- Enables e-book creation in the most popular formats, including EPUB and FB2. Includes support for the latest EPUB 3 specification

Send to Amazon Kindle Accounts

- Supports direct sending to Kindle accounts from within FineReader

Seamless Cloud Access

Get or Save to Cloud Services in Open and Save dialogs

- Support now included for services including Google Drive and Dropbox – provided corresponding synchronized folder is installed.
- Direct integration with SharePoint Online and Office 365 enables seamless document sharing.

FineReader 12 CE: Robust Networking and Enhanced Functionality

Multi-Core Processing

- Enables faster batch processing with the options of dual-core and quad-core processor support.

Customizable Quick Tasks

- Supports the creation of custom conversion tasks and addition of them to a special tab in the FineReader start screen.
- Customized Quick Tasks can be shared among users.

Enhanced File Naming

- Provides enhanced control over file naming and image processing during batch processing: add prefixes and customize names of processed files and originals for easy differentiation.

Automated Hot Folder For Batch Processing

- Users can designate a folder on a local drive, network drive or FTP server for monitoring by FineReader – which will automatically process files placed in it.
- Individual file processing of FineReader documents in Hot Folder enables users to begin working on processed files without waiting for the rest to convert.
- Supports network scanners and MFPs.

Automated Network Installation

- Allows administrators to remotely install the software from the server onto workstations using Active Directory, Microsoft Systems Management Server or the command line.

License Management

- Network Administrator can monitor and manage the use of software and licenses on workstations (assign licenses to particular workstations, add new licenses, etc.) within the License Manager utility.

Terminal Server Support

- The software can be installed and used on terminal servers with concurrent licenses in multi-user mode allowing several persons to work with it simultaneously.

Shared Languages and Dictionaries

- Allows multiple users to simultaneously access the same set of user languages and dictionaries available on the network; enables users to add words like names, acronyms, and industry-specific terms to shared dictionaries.

FineReader 12 System Requirements

- PC with 1 GHz or higher.
- Operating System: Microsoft® Windows® 8/ 8.1, Microsoft Windows 7, Microsoft Windows Vista, Microsoft Windows XP, Microsoft Windows Server® 2012/ 2012 R2, Microsoft Windows Server 2008/ 2008 R2, Microsoft Windows Server 2003.
- Memory: 1024 MB available RAM. In a multiprocessor system, additional 512 MB of RAM is required for each additional processor core.
- Hard disk space: 850 MB for typical program installation and 850 MB for program operation.
- TWAIN- or WIA-compatible scanner, digital camera (optional) or business card scanner.

For more information on supported formats, please visit
finereader.abbyy.com/professional/ tech_specs/

FineReader 12 Corporate Edition System Requirements at finereader.abbyy.com/corporate/ tech_specs/

* According to internal ABBYY testing. Speed, accuracy and formatting results can vary depending on factors such as document quality and scanner settings.

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