
Free OCR

OCR (Optical character recognition) refers to electronic conversion of images (that are scanned) into editable text files. The purpose of OCR is to avoid the work of retyping. Data entry through OCR is much effective, faster and accurate. Free OCR software is available in the market. However certain features need to be checked before downloading and using them. Some of the relevant features are:

Accuracy: The main feature of OCR software is accuracy.99.9 % accuracy should be possible in text transformation. It should rule out the requirement for proofreading and correction after conversion.

Dictionary: The software should possess a dictionary that can be frequently updated by the user.

Format Retention: The software should store certain key elements like font size; font attributes (underline, bold, italics etc) in the recognized document.

Multiple Language Support: The software should be able support multiple language recognition.

Batch OCR: It should allow extraction of multiple documents at one go and thereby save time by featuring batch mode.

Zone OCR: It should allow extracting the text from a certain area in a document, like one footnote, a column or one paragraph. The software should also support for Zone scanning.

Output Formats – Most scanners come with OCR software which allows scanning a document and converting them to text, word or PDF file. Additionally it should also be able to support other formats like XLS, TXT RTF and TIFF.

Additional Features -

Free OCR software should also be able to capture and save pictures in the scanned document along with the facility to extract only the plain text. The system should be able to read multi-column layouts, non-standard fonts and color images.

Ability to identify vital information where text might not be clear like signature of a company, company's seal etc. The software should be able to read images and text information taken from digital photos.