

1. PURPOSE OF DEMONSTRATION

This Job uses zonal OCR to extract the following details from the sample images provided.

- Supplier Name
- Work Order Number
- Date

When an image is submitted it is converted into a text searchable PDF file and the extracted data is saved into a CSV file.

2. COMPATIBILITY

- EzeScan 4.3.60 (and above)
- EzeScan licenced with these modules...
 - Pro
 - Index (KFI)

3. INSTALLATION INSTRUCTIONS

3.1. Load EzeScan

1. Select Admin → Settings Backup → Select Import
2. Click the button and browse to the **Zone OCR Demo.cfg** file
3. Select **Import All Items** Below.
4. Ensure the **KFI Templates** option is **ticked** ☒
5. Click the **Import** button.
6. Press **F6** and select "**Zone OCR Demo**" from the Job Type drop down list
7. Click the **Save** button
8. When prompted click **Yes** for the **Output Directory** message
9. Click **Close**

TIP: There should be an input/output directory created as follows:
C:\ProgramData\Outback Imaging\EzeScan\Input\Zone OCR
C:\ProgramData\Outback Imaging\EzeScan\Output\Zone OCR

3.2. Copy Sample Document(s)

Sample File

Copy the file "**Sample File - Zone OCR - Work Order.tif**" from the **Sample Documents** folder into the folder...


C:\ProgramData\Outback Imaging\EzeScan\Input\Zone OCR

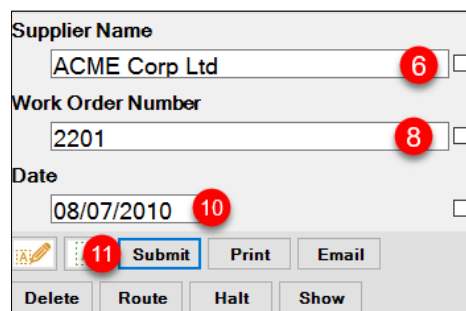
NOTE: If you are planning on scanning the image then open the above file and print it. When scanning it is recommended to scan the documents at a resolution of 300 DPI.

4. OPERATION INSTRUCTIONS

1. Select the **Admin menu** > **Job** option or press **F6**.
2. Select the "**Zone OCR Demo**" Job from the drop down list.
3. Click the **Import File** button and select the "Zone OCR - Work Order.tif" file.

NOTE: If using a TWAIN or ISIS scanner press the Scan button instead, or the Import Folder button if using a network scanner.

4. The image will load into the viewer
5. Press the **F4** key or click on the Profile icon - 
6. EzeScan will now OCR the **Supplier Name**
 - a) verify if it is correct.
7. Press **Enter** to continue to the next field
8. You will be now directed to the **Work Order Number** Field.
 - a) EzeScan will now OCR the **Work Order Number**
 - verify if it is correct
9. Press **Enter** to continue to the next field
10. You will be now directed to the **Date Field**
 - a) EzeScan will now OCR the **Date**
 - verify if it is correct
11. Click the **Submit** button to complete the profiling process
12. The image will then get converted to a PDF file and saved (with the CSV data) into the output folder - <C:\ProgramData\Outback Imaging\EzeScan\Output\Zone OCR Demo>
13. Check the output folder for the image/s and index data.







Supplier Name
ACME Corp Ltd 6

Work Order Number
2201 8

Date
08/07/2010 10

11 **Submit** **Print** **Email**

Delete **Route** **Halt** **Show**

C:\ProgramData\Outback Imaging\EzeScan\Output\Zone OCR Demo			
Name	Date modified	Type	Size
 2201.pdf	17/10/2016 11:26 ...	Adobe Acrobat D...	83 KB
 2202.pdf	17/10/2016 11:26 ...	Adobe Acrobat D...	56 KB
 2203.pdf	17/10/2016 11:26 ...	Adobe Acrobat D...	85 KB
 Work Orders 20161017.csv	17/10/2016 12:05 ...	Microsoft Excel Co...	1 KB

14. Repeat steps 4 to 11 until no more documents remain in the batch