FORM INPUT SYSTEM

ABBYY FORM✔READER™ 6.5

What is ABBYY FormReader 6.5?

ABBYY FormReader 6.5 is a flexible and scalable form processing platform that provides automatic capture of data from forms for export into information management systems and databases.

FormReader is designed to extract and read:

- Machine Print (OCR),
- Handprinted Letters and Numbers (ICR),
- Check Marks and Radio Group Marks (OMR),
- Barcodes (OBR).

A Turnkey Solution for Form Processing

ABBYY FormReader is the solution for easy-to-implement and cost-effective, yet powerful form processing. Our "turnkey" solution can be set up and ready to process forms in just a few hours.

Features designed to simplify the process of creating a form processing workstation or system include:

- Easy-to-follow interface
- Built-in form designer and template editor with template design "wizard"
- Automatic template matching
- One-click file and database export
- Intuitive verification and validation tools

FormReader is ideal for companies and integrators because it does not require a significant investment in IT resources. Companies can establish a powerful form processing solution at a fraction of the time and cost of most Form Processing solutions.

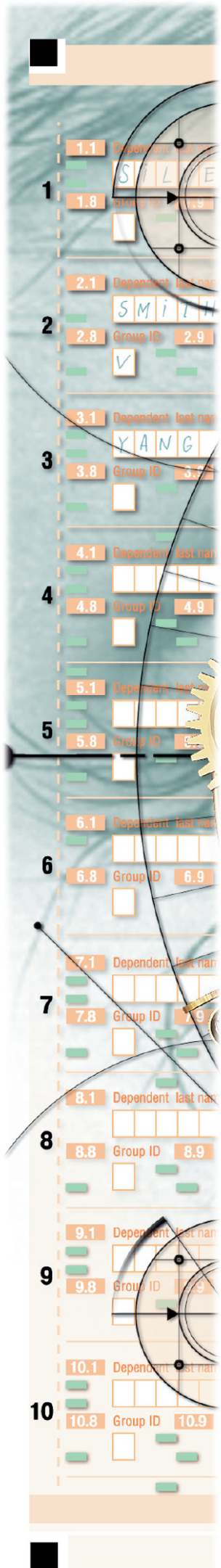## Flexibility to Support a Wide Range of Businesses

FormReader is a flexible platform that can support a variety of "fixed" business forms including:

- Bank Deposit Slips
- Tax Forms
- Insurance Claim Forms
- Hotel Registration Cards
- Questionnaires
- Census Forms
- School Exam Papers

ABBYY FormReader technologies are already being used by a wide variety of organizations including government tax ministries, national education and testing departments, banks, insurance companies, marketing organizations, and polling/voting organizations.

In addition, with the simple addition of templates created using ABBYY FlexiCapture Studio, FormReader can be expanded to support FlexiCapture Technology, enabling it to process a variety of flexible forms, or semi-structured documents such as:

- Invoices
- Shipping orders
- Delivery notes
- Documents with "tagged" headers and footers
- Template-based contracts
- Bank payment orders
- Purchase orders
- Credit notes

Expandable, Scalable, Customisable: Semi-structured Forms, Networks, and More
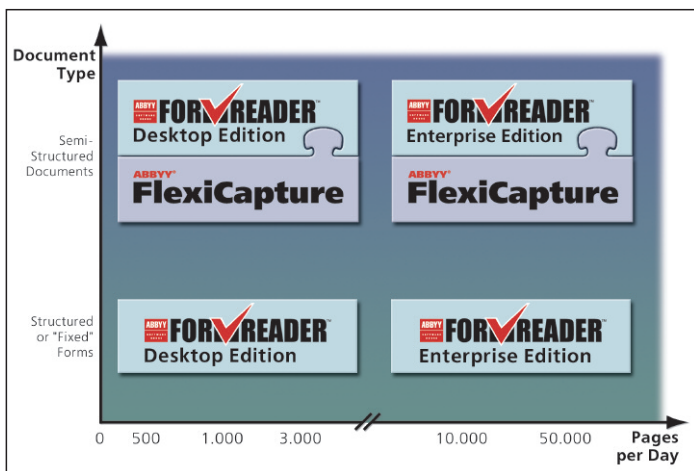
FormReader is based on an expandable platform that can grow as your business needs grow. It offers easy customisation and migration from a standalone to an enterprise environment. In addition, it can also be easily extended to support semi-structured or flexible form processing through the addition of ABBYY FlexiCapture technology. FormReader versions and options include:

FormReader Desktop Edition
All of the core features of FormReader fixed form processing for stand alone use. Well suited for department scanning or periodic small to mid-sized data capture tasks, processing smaller volumes of forms, or a variety of different types of forms.

FormReader Enterprise Edition
FormReader designed for regular or daily high volume processing and advanced networking configurations in enterprises. The Enterprise Edition enables a distributed work environment, allocating the various form processing stages across six dedicated workstations. "Plug-and-play" scalability makes it easy to upgrade from FormReader Desktop Edition to Enterprise Edition and expand the size of a FormReader environment as a business grows.

ABBYY FormReader Developer Edition
For customisation or integration of FormReader within other applications, FormReader 6.0 Developer Edition allows developers to carry out FormReader functions or customise the graphical user interface (GUI) using the FormReader API. Supports programming languages that support OLE-Automation (e.g. C/C++, C#, Visual Basic, Delphi, Java etc.).

FlexiCapture Studio Add-On for Semi-structured Document Processing
ABBYY FlexiCapture Studio, is an add-on option that extends the capabilities of FormReader by allowing users to create flexible descriptions of semi-structured forms, enabling FormReader to capture data from forms and documents with variable layouts. FlexiCapture Studio provides tools and mechanisms that dramatically simplify the creation, testing and adjustment of flexible descriptions for documents of any complexity.

XML Export Add-On
Provides easy export of tagged XML data in native XML format.

PDF Open Module
Enables processing of PDF-based documents.

PDF Saving Module
Provides a direct "save image" function as a menu command for saving images into PDF format from a batch after processing.
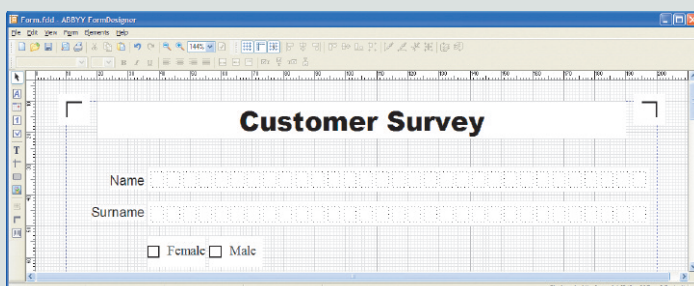
ISIS Scanning Module
Support for all production scanners that work via the ISIS scanning protocol.

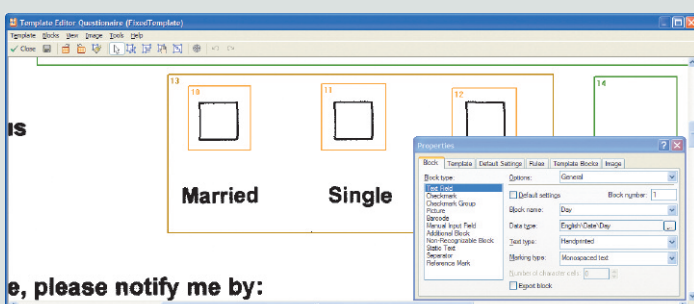## Simplified System Preparation for Administrators

ABBYY FormReader offers powerful, yet easy to use tools to simplify the processes involved with setting up and running form processing system.

Creation of easy-to-read forms, well-defined templates, and specialised training of the system to read the desired forms, all impact the accuracy and efficiency of the system. To help our customers achieve greater return on their investment by deploying more efficient and successful systems, ABBYY offers the following tools:

ABBYY FormDesigner –
an easy-to-use application for creating machine-readable forms that helps users address important form design issues. FormDesigner automatically generates a form template for FormReader.

ABBYY Template Editor –
with a built-in Design Wizard for easy template creation. A step-by-step process makes it easy to train the system to read forms and to assign form field properties.

ABBYY FormDesigner:
- Friendly interface guides users through process of form creation "from scratch"
- Easy definition of field format, field properties, field sizing, element positioning, block drawing, etc.
- Automatic generation of form templates for FormReader
- Supports black and white raster and linear forms, gray drop-out forms
- Export to .BMP, .JPG, .PCX, .PNG, .TIF, .XFD, and PDF formats for easy printing

Template Editor:
- Wizard for easy creation of form templates using criteria such as reference block types, text type, data type, language, database field, field location, error significance levels, etc.
- Easy "training" of system to read desired forms by scanning blank forms and marking the areas to be recognised. Specificiation of field type, content type, fields to be ignored, etc.
- Simple process for creating automatic validation rules
- Password protection for batch templates

Template Matching:
- Fixed forms such as: colour dropout forms, b/w dropout forms, raster forms, b/w linear forms
- Semi-structured form and documents (via optional module)
- Reference marks using black squares, corners, and crosses
- Compensation for linear distortions (e.g. from faxes)
- Automatic detection of blank pages
- Assembly of simple multiple-page documents following an established sequence

Scanning/Input:
- ADF (single page and batch) and flatbed (single page) scanning
- TWAIN and ISIS scanning protocols (via optional module)
- Multiple graphic formats: TIFF, JPG, PCX, and BMP
- PDF file format (via optional module)
- Built-in scanning functions:
  - Automatic threshold detection
  - Automatic image rotation
  - Automatic page orientation detection at 90, 180 or 270 degrees
  - Deskewing and despeckling

Recognition:
- Recognition types offered through FineReader core technology:
  - OCR (machine print supporting 172 languages)
  - ICR (handprinted characters supporting 91 languages)
  - OMR (circles around selections or numbers, checkboxes, non-framed checkboxes, bubbles, etc.)
  - Barcode (multiple barcodes, at any angle)
- All standard form elements including:
  - printed or typewritten text
  - handwritten letters and digits
  - checkmarks and radio groups
  - barcodes
- Automatic detection of text type
- Automatic matching of templates to scanned forms
- Internal and external dictionaries for enhancing recognition quality

Verification:
- Three verification modes:
  - Context verification for verifying text field contents
  - Group digit verification (up to 300 characters per second)
  - Verification in form for simple form verification and validation rule error correction
- Built-in automatic validation rules (dictionary and database comparisons, word/digit comparisons, etc.)
- Custom validation rule creation using VB scripts

Export/File Saving:
- To file (DBF, XLS, CSV, and TXT formats supported)
- To XML (via optional module)
- To a database via ODBC
- To any information management system via API or using any programming language that supports OLE-Automation (optional via Developer Edition)
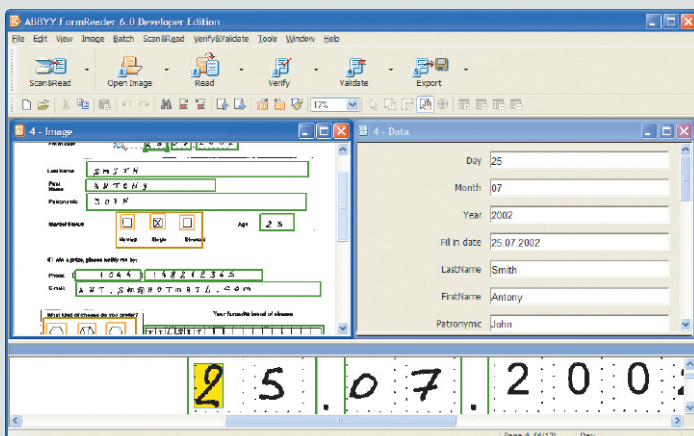- To PDF format (via optional module)

Note: Form field images – photos, signatures, stamps, pictures etc. – can also be saved into databases

User–Friendly Interface for Operators

FormReader's intuitive interface makes it easy to process batches of forms guiding users through the following steps:

1. **Scanning** (inputting documents)
2. **Reading** (recognition/transformation of scanned images into digital text)
3. **Verification** (checking or correcting the transformed text)
4. **Validation** (using predefined "rules" to check text boxes)
5. **Export** (export of key data to databases or other applications)

Administrators can easily specify settings to be used by the staff processing forms.

A multicolumn data viewing window makes it easy to compare the full layout of the scanned document with the resulting data.

A Batch Window provides a quick summary of the form reading process and can be customised to show a status of various stages in the form reading process such as: if the image has been recognised, if the page has been checked, rules performed, etc.

Channels
ABBYY FormReader products are available through FormReader certified VARs and resellers. ABBYY offers competitive and flexible pricing that allows companies to choose the level of capabilities and support.

Support and Service
In addition to the standard software packages, additional support and integration services from ABBYY are also available upon request. Pricing for services varies based on customer requirements.

Additional Licences and Developer Licences
Additional licences must be purchased for the distribution of applications developed using ABBYY SDKs. Application price depends on the number of licences required and the degree of technical support needed etc.

For a complete list of prices and system specifications as well as further information on developer licences, please contact the ABBYY sales team for a reseller in your region.

For additional information on which additional components ship with FormReader Enterprise Edition and FormReader Developer Edition, please see separate brochures and price lists with further details on these products.

Trial versions
ABBYY offers trial versions for: FormReader Desktop Edition, FormReader Enterprise Edition, and FormReader Developer Edition. Trial versions of FormReader with FlexiCapture Studio are also available. Each trial version offers full functionality with a time and page limitation.

ABBYY prices and licencing policies are subject to change without notice.

Specifications of ABBYY FormReader Platform

(please see additional specifications sheet for additional information specific to each product version)

Operating Systems:
- Microsoft Windows XP, Microsoft Windows 2000, Microsoft Windows 2003, Microsoft Windows NT 4.0 (SP6 or later), Microsoft Windows Me/98

Image Input Formats:
- TIFF:
  - black and white − not compressed: CCITT3, CCITT4, Packbits, ZIP
  - gray − not compressed, Packbits, JPEG, ZIP
  - colour − not compressed, JPEG, ZIP
- JPEG: gray, colour
- JPEG-2000: gray, colour
- PCX: black and white, gray
- BMP: black and white, gray, colour
- PNG: black and white, gray, colour
- PDF (via optional module)

Recognition Languages:
OCR
- 34 Main languages (with dictionary support and spelling check), of various text types (matrix printer, typewriter, typographic, OCR-A, OCR-B, MICR (E13B))
- 138 Additional languages with Latin, Cyrillic or Greek characters (please see full list at www.ABBYY.com)

ICR
- 22 Main language with morphology/dictionary support
- 69 Additional languages with Latin, Cyrillic or Greek characters (please see full list at www.ABBYY.com)

OMR (mark)
- Circles around selections or numbers
- Check boxes
- Non-framed checkboxes
- Bubbles

OBR/Barcode
- 1D: Code 39, Check Code 30, Interleaved 25, Check Interleaved 25, EAN 13, EAN 8, Code 128, IATA 25, Codabar, UPC-A, UPC-E, UCC-128, Code 93
- 2D: PDF 417

Marking Types
- Monospaced text
- Text
- Underlined text
- Letters in frames
- Letters in separate frames
- Letters on a comb
- Text in a frame
- Text in a combed frame

Export/File Saving Formats:
- TXT
- XLS
- DBF, CSV and database via ODBC
- XML (via optional module)
- PDF (via optional module)

Interface Languages:
English, German, French, Italian, Spanish, Russian, Bulgarian, Slovak, Czech, Lithuanian and Polish.