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Full Text Search

In the normal course of business, the best way to find most documents in an imaging system is by index fields such as job #, date, document type, and other indexes. However for a lawsuit or claim, or even for a very large RFP, OCR and Full-text Search software allows you to in a batch mode OCR all those scanned documents, combine those in text format already and then do a full-text index, indexing the documents on every word. This allows you to find all the pages in seconds that has the word "asbestos" or "asbestos and pipe" or in an RFP words such as "required", "penalty", or "deadline". This added feature for the "best of breeds" systems allow you to find all the required documents, reduce your personnel time looking, reduce your legal costs, and it may even make a difference in the matter. Robust systems even allow OCRing of landscape pages and looking up combination of words.