ABBYY®

ABBYY® Recognition Server

Quick Reference Card

Installing ABBYY Recognition Server

Select the Install **ABBYY Recognition Server 4** item on the Autorun menu, or run the Setup.exe file from the installation folder. Follow the instructions of the installation wizard.

All program components can be installed on the same or on different computers. Refer to the recommendations below:

Server Manager orchestrates the operation of the whole system and manages processing queues. Install on the server with sufficient disk space.

Scanning Station (optional) provides a scanning interface. Install on the computers of scanning operators.

Processing Station performs OCR and document conversion. Install on powerful servers (OCR is a resource-intensive process!).

Verification Station (optional) provides an interface for proofreading the OCR results. Install on the computers of verification operators.

Indexing Station (optional) provides an interface for assigning types and attributes to documents. Install on the computers of indexing operators.

Remote Administration Console provides an interface for setting up and monitoring the system. Install on the administrator's computer.

COM-based API (optional) is used for integrating Recognition Server with other applications. Deploy as part of the client application.

Web Service (optional) allows using Recognition Server from within other services and applications. Install on the IIS server.

Minimal single-server configuration:

Administration Console

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Distributed configuration:

Processing Stations

Administration Console

Server Manager

Scanning Station

Verification Station

Indexing Station
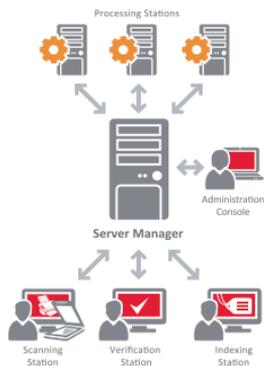
Getting Started

Start the Remote Administration Console (**Start > All Programs > ABBYY Recognition Server 4 > Remote Administration Console**). Plug in your hardware dongle in a USB slot. If you have a software license, you will be prompted to enter the Serial Number and activate the license.

If you have installed the Processing Stations on different servers, you will need to connect them to the Server manager. Right click **Processing Stations** on the Remote Administration Console:
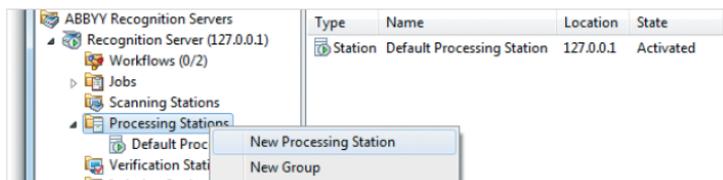
If the system components do not run properly, refer to the **Server Log** on the Remote Administration Console for possible error messages.
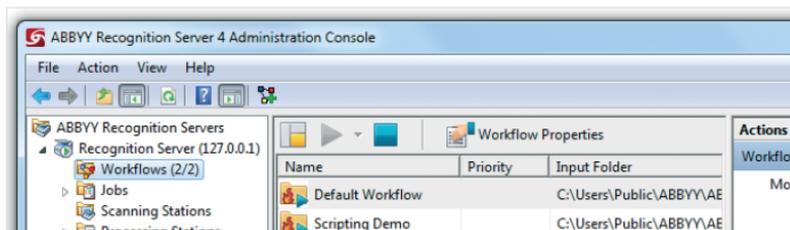

Sample Workflows

ABBYY Recognition Server processes documents based on *workflows* (each workflow is a set of processing settings) which can be defined on the Remote Administration Console. Two sample workflows are provided for your convenience, so that you can start processing documents right away.

Default workflow

This is an example of the simplest Recognition Server workflow. It imports image files from the Input folder (which is located in **Start > All Programs > ABBYY Recognition Server 4 > Default Workflow\Input Folder**), converts them to Searchable PDF, and saves into the Output Folder (**Start > All Programs > ABBYY Recognition Server 4 > Default Workflow\Output Folder**).

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Use the **Sample.tif** image from the Samples subfolder to test this workflow, or scan documents on the Scanning Station and export them into the Default Workflow. (Note that by default English is selected as a document language. Please change it accordingly if you convert documents in another language.)

While a document is being processed by Recognition Server, you can view its status in the Jobs node of the Remote Administration Console:

The list of already processed jobs is shown in the **Jobs Log**.

Scripting Demo workflow

This is a more complex workflow that demonstrates the most important functionality available in Recognition Server. In accordance with this workflow, Recognition Server:

1. Imports a batch of image files from the Input folder.
2. Performs OCR using the English document language.
3. Separates the batch into documents according to a scripted rule: detects a separator page by the text printed on it, starts a new document once the separator page is detected, and deletes the separator page.
4. Detects document types by the text printed on the deleted separator pages.
5. For the "Brochure" document type, it automatically fills out the only attribute, "Product name," based on the words found in the recognized text of the document. Then it queues the "Resumé" and "Article" document types for manual indexing.
6. The indexing operator fills out the attributes for resumés and articles on the Indexing Station.
7. All documents are converted to Searchable PDF and saved to the Output folder, with meaningful filenames (for each document type, different attribute values are used as the filename). The information about the types and attributes is saved in TXT files.

Input Folder → ABBYY Recognition Server → Indexing Station → Output Folder

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Use the batch from the **Samples\SampleImages\ScriptingBatch subfolder** to test this workflow.

Creating a workflow to process e-mail messages

With ABBYY Recognition Server, you can set up a workflow to monitor a specific mailbox and convert images coming in as e-mail attachments. Thus, users can send their documents to the OCR server's e-mail address and receive recognized files in reply.

1. In the menu of the **Workflows** node, select the **New Workflow** item.
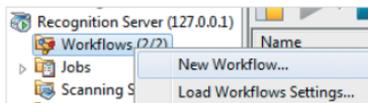
2. On the **General** tab select the **Mail** type from the **Workflow type** dropdown list.
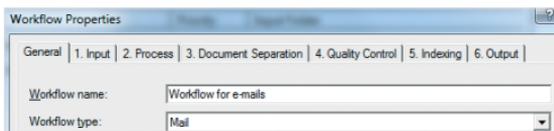
3. On the **Input** tab from the **Type** dropdown list select either **Exchange Mailbox** or **POP3 E-mail Server**, depending on the type of mail server used in your organization.
Set up the server and mailbox parameters. We recommend that you assign a dedicated mailbox to Recognition Server.
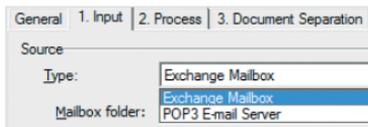
4. On the **Process** tab, select the appropriate document recognition languages.

5. On the **Output** tab, create a new output format or select one of the existing formats and click **Edit…** On the **Output File Name and Path tab**, select a delivery method: **Exchange Server** or **SMTP server**. Configure the server parameters.
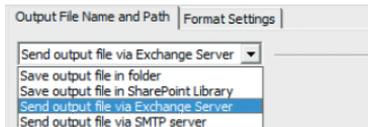

Note: To work with Microsoft Exchange Server, the Server Manager service must run under a domain user account. See the Administrator's Guide for details.


Integration with Microsoft SharePoint

With ABBYY Recognition Server, you can obtain document images directly from Microsoft SharePoint libraries or from archive folders and process them without moving or deleting the original source files. If a new file is put into the source library, it will be picked up and processed by Recognition Server. We recommend opening the **General** tab and setting the workflow to **Run on schedule** in order to process newly arriving documents on a regular basis.
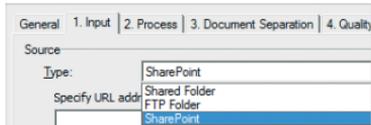
1. In the menu of the **Workflows** node, select the **New Workflow** item.
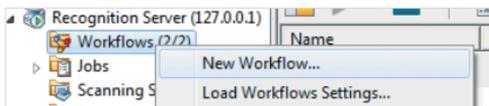
2. On the **General** tab, select the **Document Library** type from the **Workflow type** dropdown list.
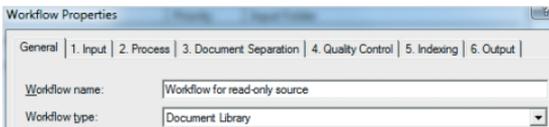
3. On the **Input** tab, from the **Type** dropdown list select an appropriate option, depending on the location of your source library, e.g. **SharePoint**.

   Set up the source library parameters.

4. On the **Process** tab, select appropriate document recognition languages.

5. On the **Output** tab, create a new output format by selecting **New…** or change the settings of existing output formats by selecting one of the existing formats and clicking **Edit…** On the **Output File Name and Path** tab, select a delivery method.

   You may choose the source Microsoft SharePoint library to be the output library for converted documents. In this case, you can specify if the output file should be created next to the source file under a new name, or the source file should be overwritten, or the output file should be stored under a new version number.

   For detailed instructions, see the Administrator's Guide.