# Enolsoft PDF Converter with OCR Tutorial

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# I. About Enolsoft PDF Converter OCR

Enolsoft PDF Converter with OCR has the ability to convert scanned PDF files and images to up to eleven document formats (*.pdf, *.doc, *.docx, *.pptx, *.xlsx, *.txt, *.rtfd, *.epub, *.html, *.pages, and *.key) and five image formats (*.jpeg, *.bmp, *.png, *.gif, and *.tiff.). It also extracts all pictures in that document and convert them to image formats.
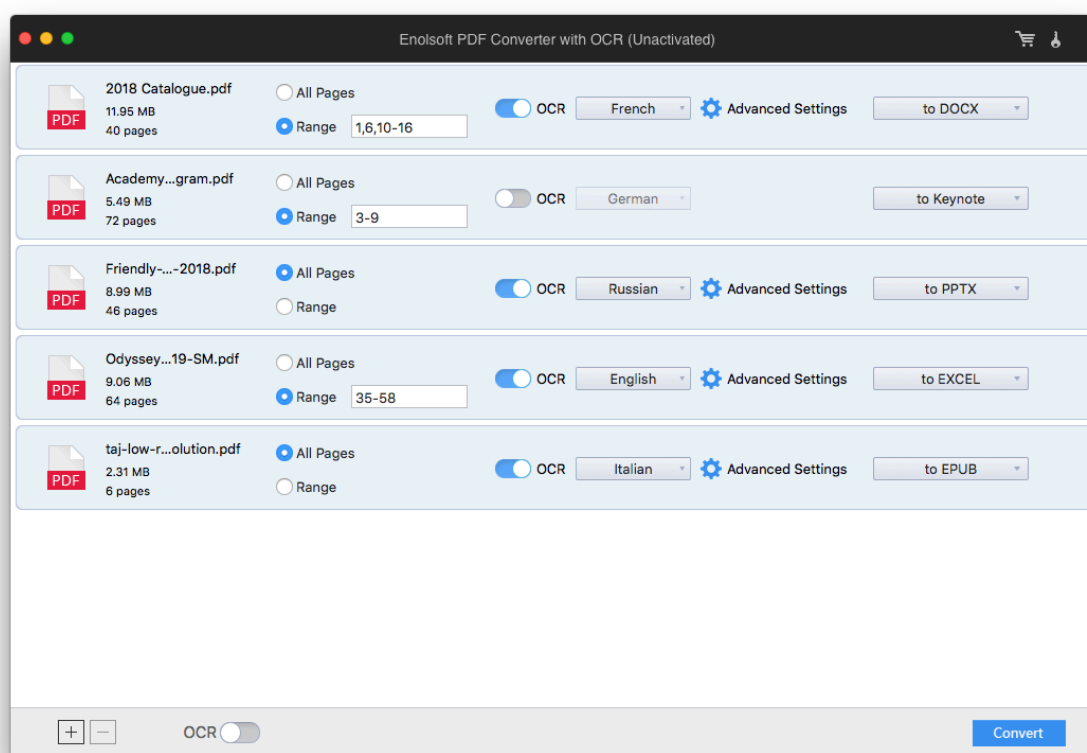
# II. Activating the Application

Enolsoft PDF Converter with OCR is available on our official website, you can download it at [https://www.enolsoft.com/downloads/pdf-converter-with-ocr-for-mac.dmg](https://www.enolsoft.com/downloads/pdf-converter-with-ocr-for-mac.dmg). Double click the dmg file (disk image), and then move the app to Applications folder.
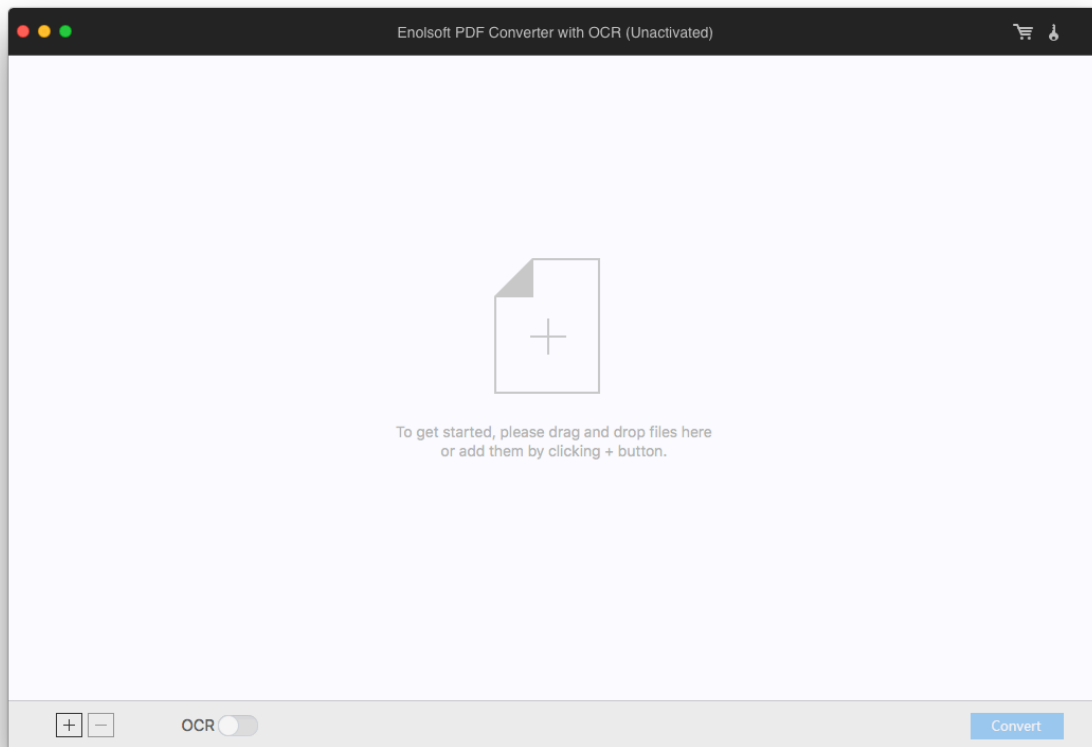
Activating Enolsoft PDF Converter with OCR is a fairly easy task. You just need to launch the app first, tap on the "Help" on the menu bar, and select the "Activate Enolsoft PDF Converter with OCR" from the Help menu. Once the registration window shows on the screen, you have to copy-n-paste your registration code into the "Key Code" box, and then click "Activate" button to confirm everything.

*Notice: If you buy the app from Mac App Store, you don't need to activate the app.*
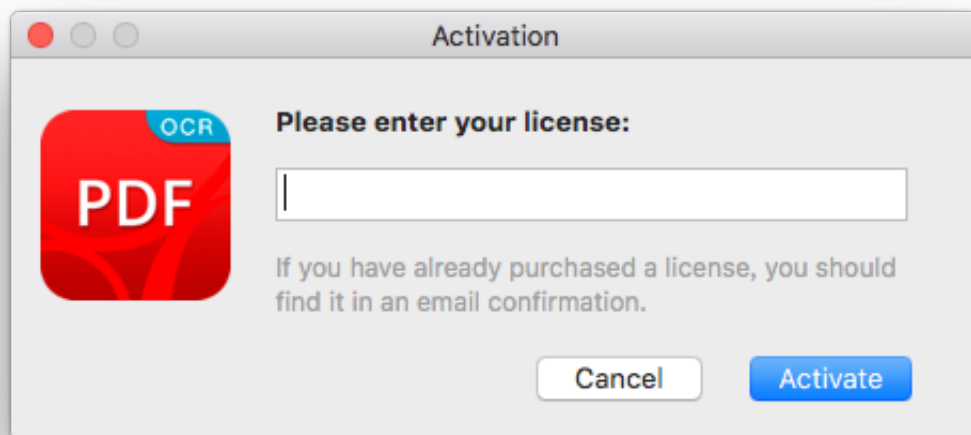
# III. Application Operating

**i. Add & Clear PDF**



To add PDF files to Enolsoft PDF Converter with OCR:

1. Drag-n-drop PDF files to the main interface directly.

2. Click File > Add files… on menu bar, and then select files in the window that appears.

3. Click File > Add Recent on menu bar, and then choose the file you have worked with recently from the submenu.

4. Click ⊞ button, then select files from the pop-up window.

To clear PDF files from Enolsoft PDF Converter OCR:

1. Highlight one or more files by command click, and then click ⊟.

2. Click File > Clear All on menu bar to clear all PDF files.

3. Click File > Clear Finished Items on menu bar to clear all finished items, including both successful and failed items.
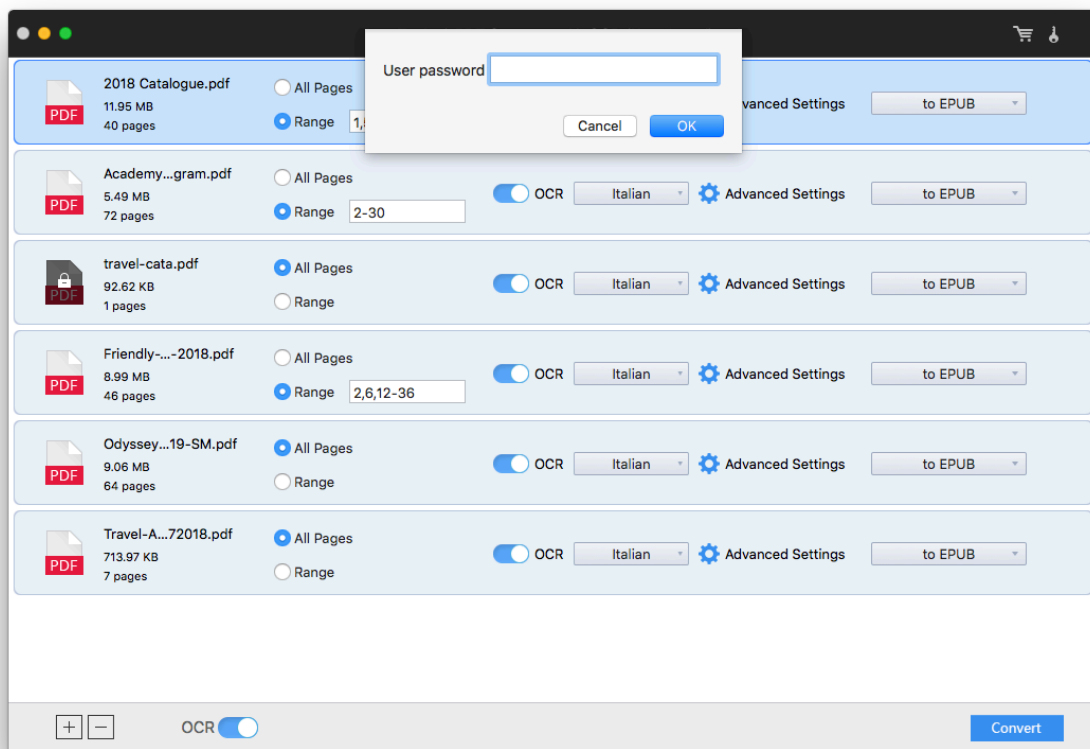
**ii. Preview PDF**

Click to preview the added PDF before starting the conversion.

**iii. Convert Password Protected PDF Files**

Files with an owner or restriction password can be unlocked instantly. However, if the file is locked with user/open password, you have to enter the correct password to convert it.

Click button, and then enter the password to the pop-up window:



**iv. Page Range Settings**

The app provides 2 options enabling you to convert all pages or specific pages of the PDF. To convert all pages of a PDF file, you can select All Pages. If you just want to select specific

pages range to convert, you can choose Range option. A blank will show up and allow you to enter the page ranges. For example, to convert 1 to 5 pages, you can enter 1-5 in the blank. To convert page 2, page 4 to page 100, you can enter 2,4-100. If you want to convert other pages range in the PDF after conversion is completed, you can reset the pages range and then start conversion again.
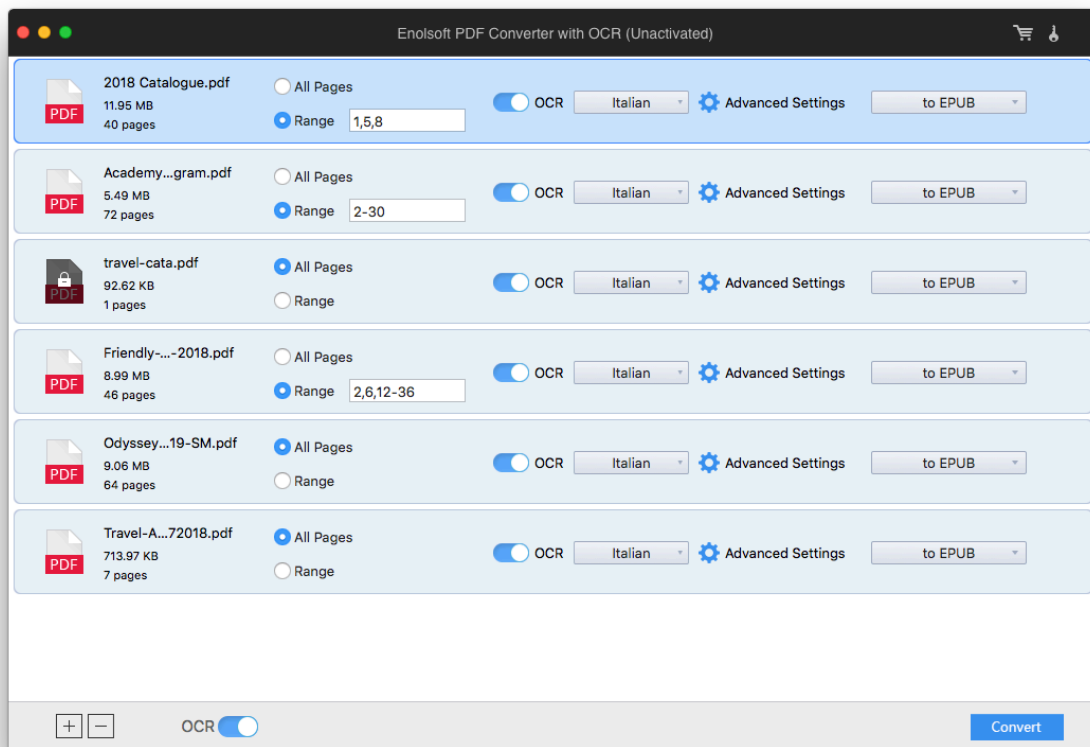


## v. OCR Settings

Click  to open OCR function . You're able to select one or more languages according to the language of the imported file. To select language, click the button next to the OCR button, then click the language you want to select in the sub-menu.
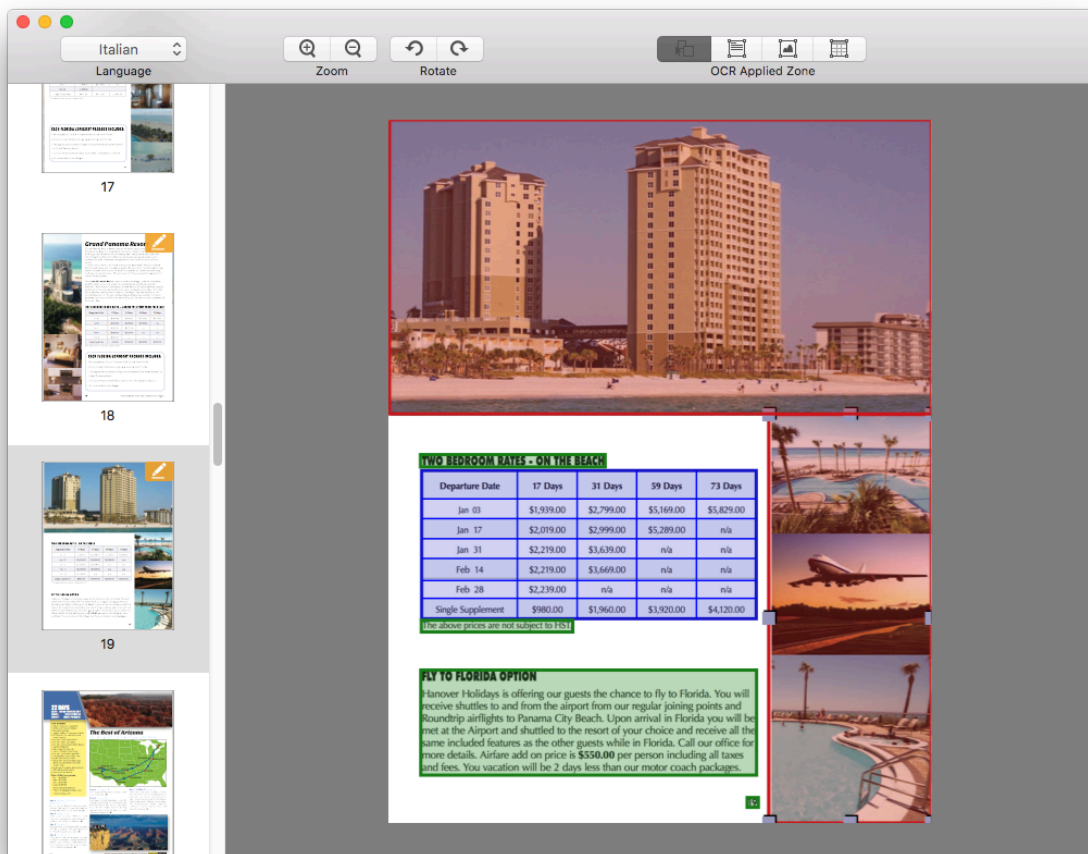
To select multiple languages, click More… in the submenu, then check the checkboxes of the languages you want to choose in the window that pops up.
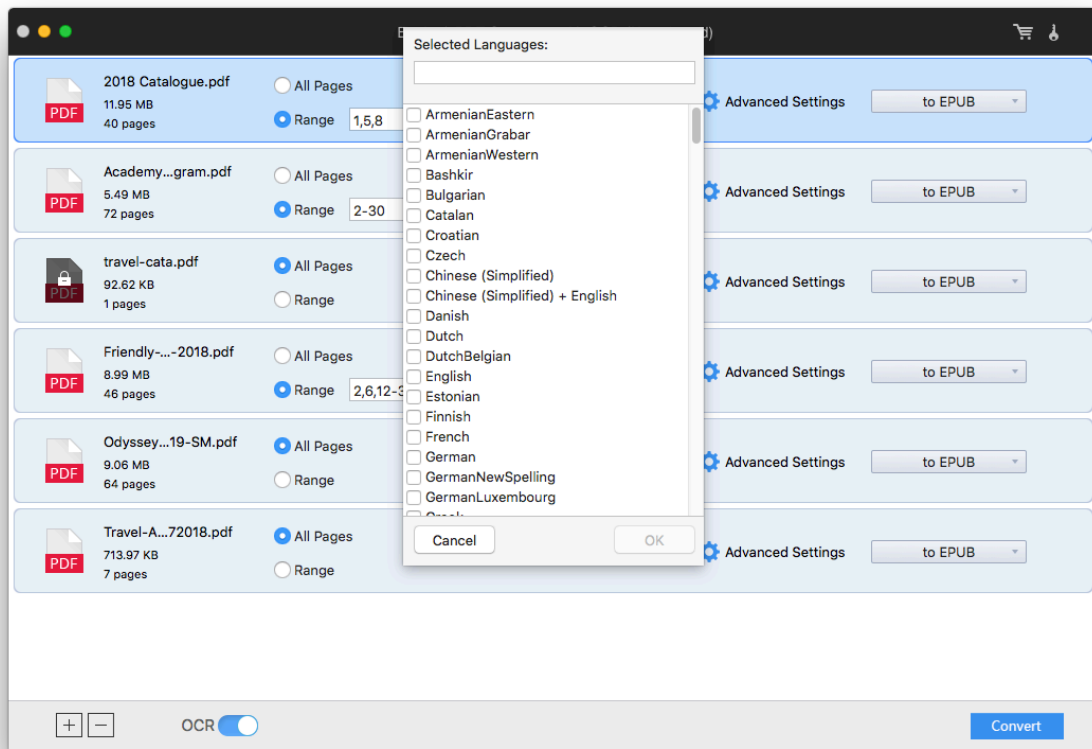


**Customize OCR results:**

You can click the ⚙ button next to the language button to open the OCR Recognition window.

**Improving OCR Accuracy and Quality**

The app automatically marks every part of a loaded PDF or image differently based on the nature of a given part. Texts would be marked in green; pictures would be marked in red; tables would be marked in purple. Though this automatic marking tend to be rather accurate, when it comes to documents of pictures with great complexity, there might be some errors, and manual adjustments therefore have to be made for a more desirable outcome. If you believe enhancement can be made on the conversion results, please follow the instructions listed underneath to adjust:

Find the page or image that requires more delicate handwork in the left column and select it.

Rotate the page or image if you think it is necessary by clicking on the toolbar.

Click on the toolbar and mark all the parts that you reckon should be exported as texts.

Click  on the toolbar and mark all the parts that you reckon should be exported as images.

Click  on the toolbar and mark all the parts that you reckon should be exported as tables.

• In a marked table zone, you can create a table yourself by following steps listed below:

- To add a separator, you need to right click on the purple area, choose "Add", and pick "Add A Vertical Line" or "Add A Horizontal Line".

- To delete a separator, you too need to right click on the purple area, choose "Delete", and pick "Delete the Line Left to Cursor", "Delete the Line Right to Cursor", "Delete the Line Above Cursor", or "Delete the Line Beneath Cursor".

- To reposition a separator, you need to select it in the table and drag it to the desired spot.

The  button on the toolbar helps you to select one or multiple marked zones in one page.

If you need to delete a marked area, you just need to highlight it and hit the "delete" button on the keyboard; if you need to take multiple of them in one shot, please click  first, select all the zones you need, and then hit the "delete" button on the keyboard.

If you want to adjust the size of a marked area, please place the cursor on the border of that zone and drag it to a desired location.

*Notice: If your files are normal PDF files we suggest you turn off the OCR function for better output results. But, if your files are scanned files or images. It is recommended to turn on the OCR function. It will help you convert scanned files and images to editable documents or editable PDF files. Our program will detect whether the files are scans or normal PDF files, and will turn on the OCR function automatically for scans or image files. If you have no choice whether to turn on the OCR or not, please choose to output the file both with OCR or with no OCR to check which gives a better results.*

### vi. Output format

The program is able to convert scanned PDF file to multiple formats (*.pdf, *.doc, *.docx, *.pptx, *.xlsx, *.txt, *.rtfd, *.epub, *.html, *.pages, *.key) and five image formats (*.jpeg, *.bmp, *.png, *.gif, and *.tiff.). To select an output format, click the output format button, and then click the format you want to create. After conversion is completed, you can click the output format button to choose other formats and then start conversion again.

*Notice: Only in OCR mode, the program supports Excel (*.xlsx) format.*
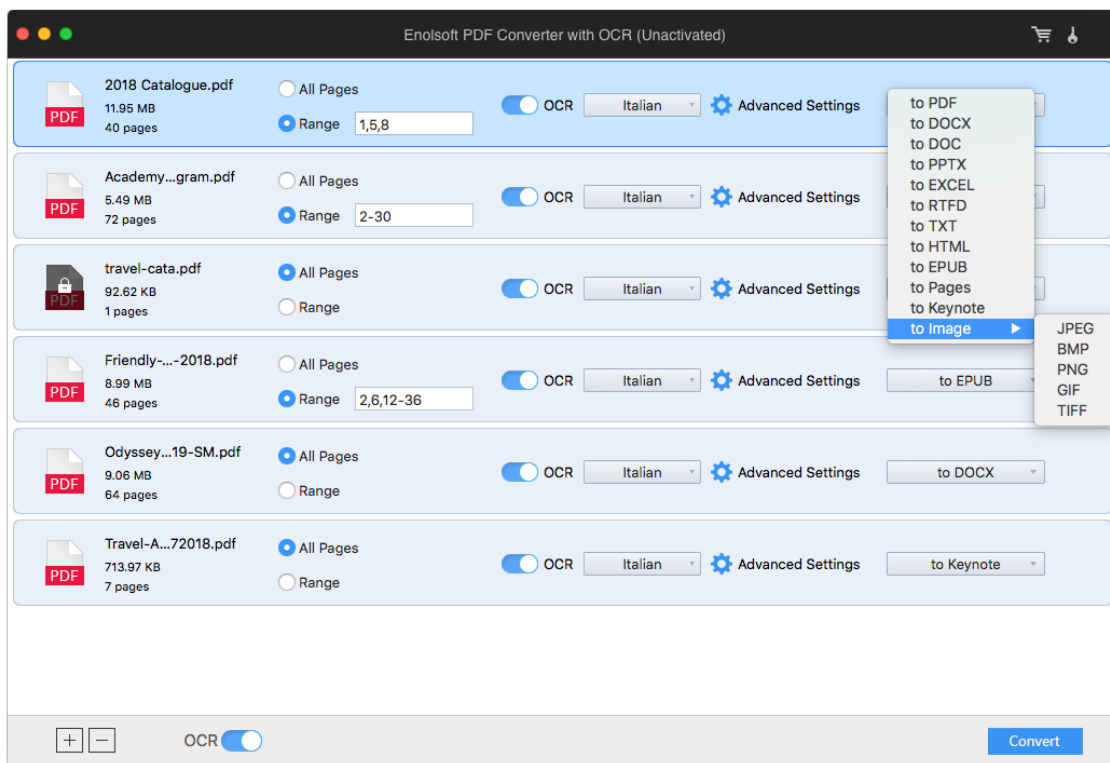


### vii. Add Password when output to PDF files

When converting scans or images, and choose output as searchable, editable, and selectable PDFs, you can add password to the output PDF files.

1.  Turn on the OCR button.

2.  Choose PDF as output format.

3.  Click [lock icon] button next to the format button.

4.  Type a password, and then retype it to verify the password.
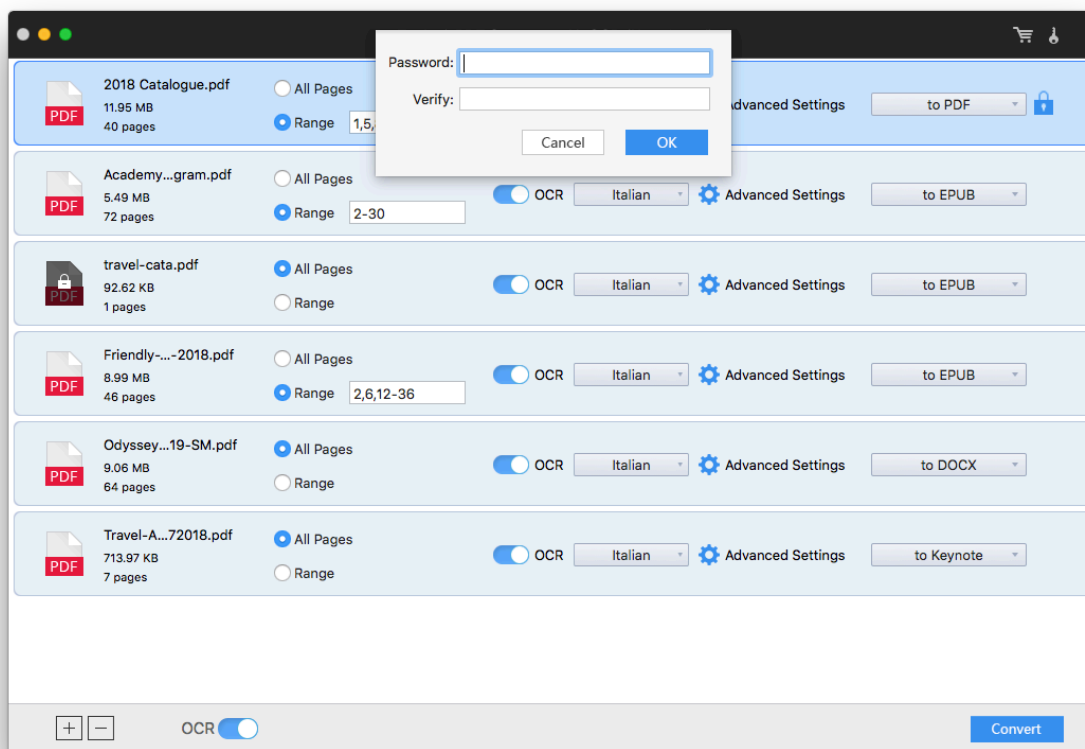
### viii. Output Path

Click Convert, and then choose a location from the pop-up window.

### ix. Start the Conversion

After choosing the location, the conversion will start. You can click Cancel button to cancel this conversion.

### x. Show in Finder

After converting a PDF file successfully, click  to open the location of the output file in Finder.

# IV. Technical Support

**Contact Us**

Any time you need help with using Enolsoft products, please contact our support team at support@enolsoft.com. Our customer service staff will reply your email within one business day.