

Claro PDF Pro –Taking a photo and running it through OCR.

Introduction:

These instructions will help you to take a photo of a document in Claro PDF Pro and know how to scan it through OCR (Optical Character Recognition). It will show you how to access the Reading features and Annotation/Writing features. These instructions are for Claro PDF Pro app on an iPad or iPhone.

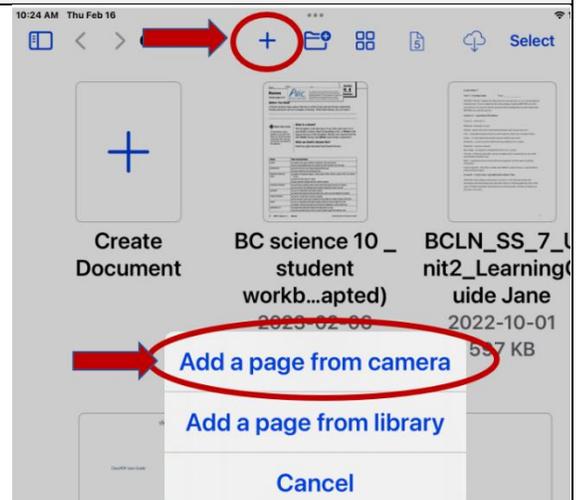
Materials you will be using: iPad, Camera, Claro PDF Pro app

Steps:

1

Open Claro PDF Pro App on the iPad

Tap the plus + icon. Select Add a Page from camera.



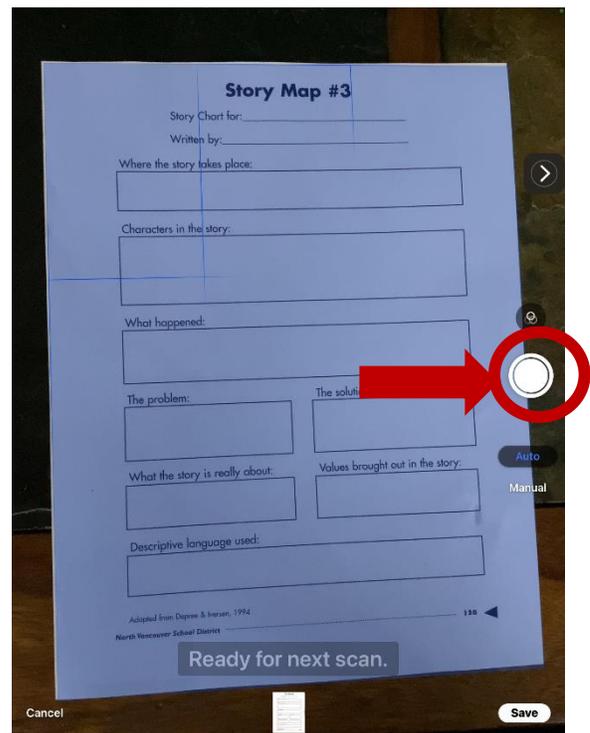
2

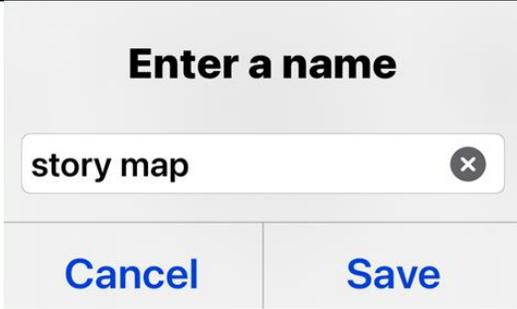
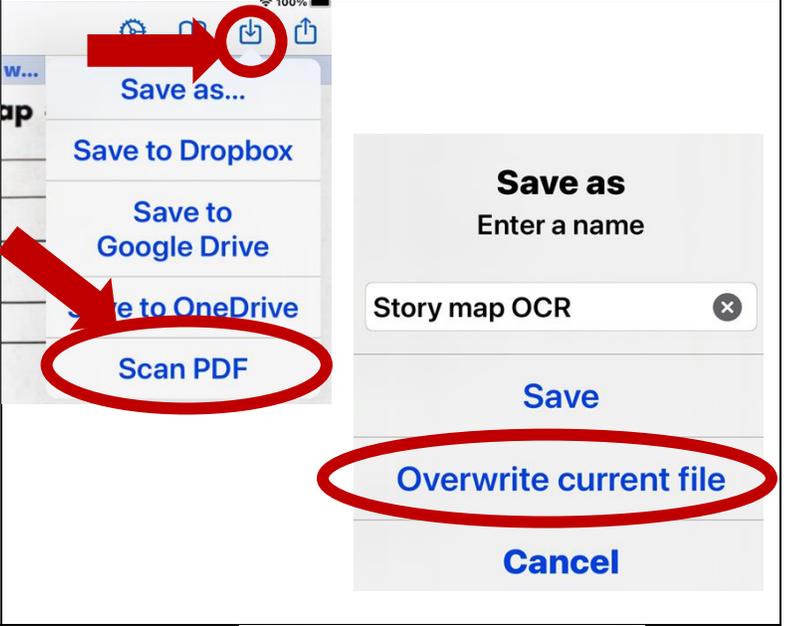
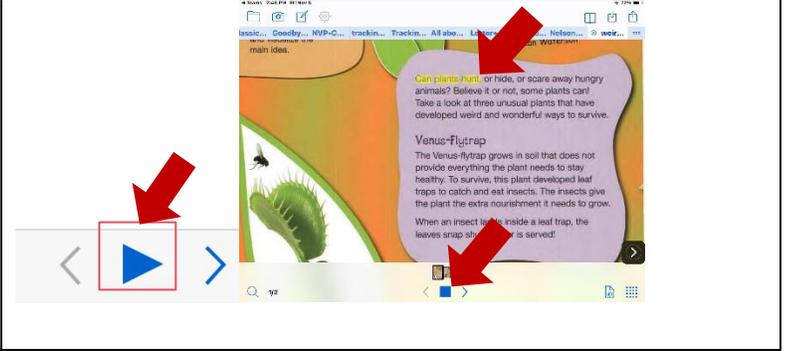
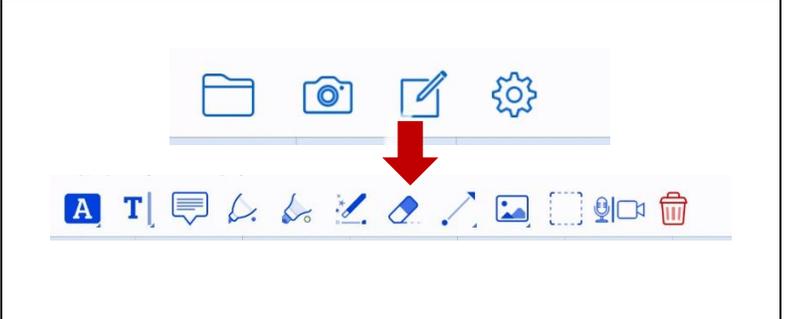
Hold your iPad over the document to take a photo.

If it is set to auto the app will crop the document and take the photo. If set to manual, you will need to take the photo by tapping the white click button.

Make sure to line the settings up the same direction the page it represented.

Select **Save** or take a photo of the next page if more than one page in the document.



3	<p>Name the document and select Save</p>	
	<p>The document is an image file, to convert it to text the document must be run through OCR (Optical Character Recognition). Select the Down Arrow Icon and Scan PDF.</p> <p>Rename the document the name you used with OCR at the end; story map OCR and select Overwrite current file to resave the file as an accessible document.</p>	
4	<p>Text to Speech</p> <p>Tap Text and then the Play arrow to hear the text read out loud. Tap the Stop square to stop reading.</p> <p>Change voices and rate under the Settings Clog. </p>	
5	<p>Editing/ Annotation tools</p> <p>To add annotations, typing, audio notes tap the Edit icon .</p>	

Add a Textbox

Tap **T icon**  to add a Textbox.

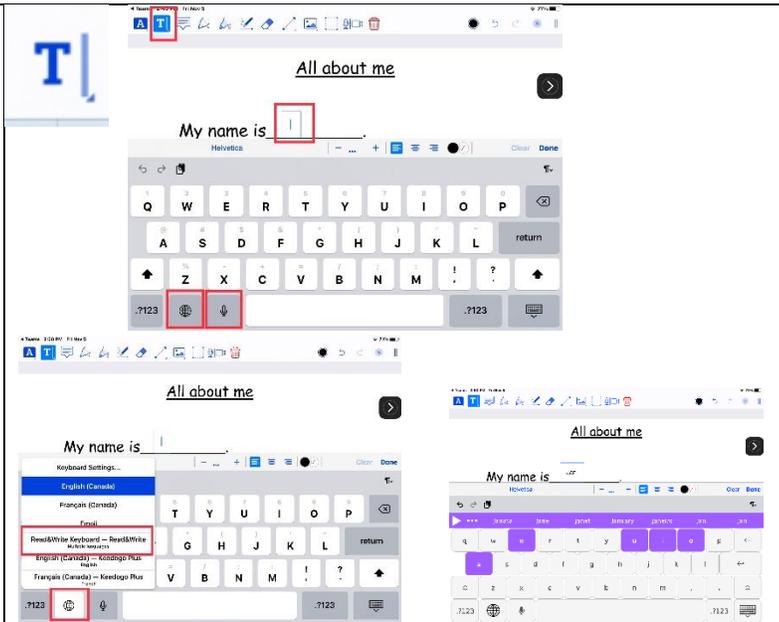
Type text from the keyboard.

Speech to Text

Use **Dictation**  for speech to text.

Word Prediction Read&Write keyboard

Tap and hold the **World icon**. Tap **Read&Write keyboard**.

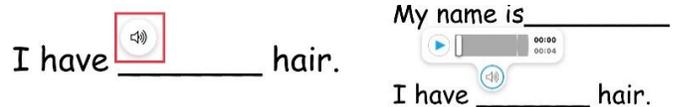
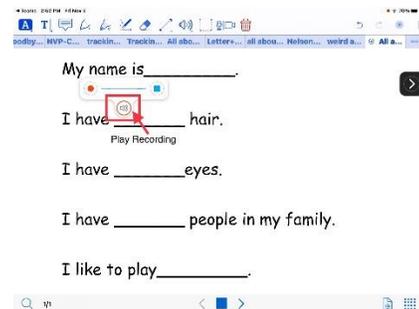
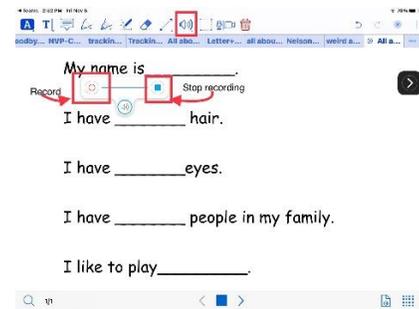


Add Sound (Audio Comments)

Tap and hold on the image icon to switch to the option underneath. Tap the **Sound icon**.

Tap the location you want the sound icon to go. Tap **Record** to record audio comment. Tap **Stop** to stop recording

Tap **Sound icon** and then the **Play** arrow to hear the recording played back.



8

Close Editing back to Reading mode

Tap the blue x top right to return to reading mode.

