Text Searchable Tiff Images

What is a Text Searchable Tiff image and Why Create Them

Text Searchable Tiff images are just what the name implies (an image that is searchable) and they work seamlessly with the search engine that comes with Windows XP and 2000. This allows a user to search for a word in a scanned image, once the image file is found the user can use the find feature just like they do in other Microsoft Applications to go directly to the page that contains the word. Text Searchable Tiffs are very similar to text searchable PDF files in that you can search for words in a document, copy and paste the text into different applications and always view the image of the document.

If you have Office XP and Office 2003 you can create Text Searchable Tiff images for Free. Microsoft's Document Imaging is a component of Microsoft's Office XP Suite that allows for the creation of Text Searchable Tiff images. Although it is included with Office XP and Office 2003 it does not automatically install as part of the basic installation. This is an important feature that many people are not aware of and it can be used with a copier that has a scan option.

The Windows Search Engine

The search engine in Windows XP will automatically OCR a tiff image allowing the user to find a document based on words in the document; however, this process is done every time a search is performed. This can take hours or even days based on the volume of documents that have to be OCR'd. Once the document is found it has to be OCR'd again in order to use the find feature. If the file was created as a Text Searchable Tiff image to begin with the search engine does not OCR it again; it uses the text that is contained in the file allowing for quicker retrieval and the document itself can be searched.

How to Create Text Searchable Tiff Images

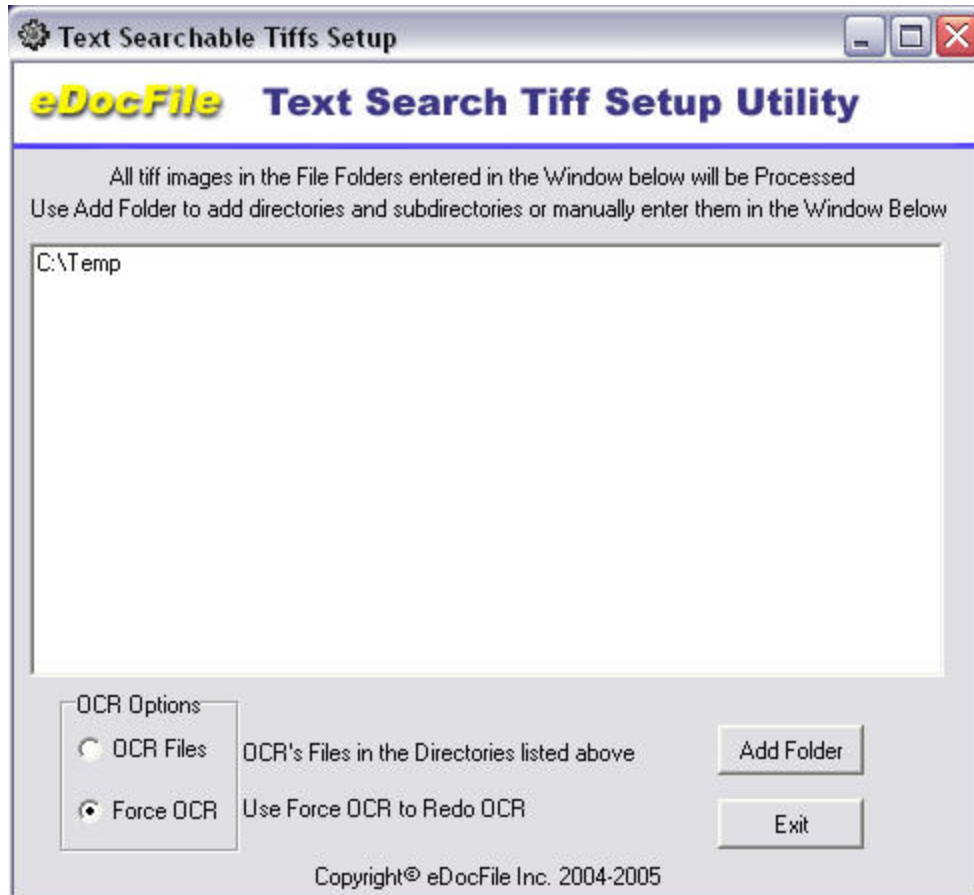Text searchable Tiff images have to be created in one of two ways.

1. The document has to be brought into the PC using Microsoft's Document Scanning utility. This utility will scan the document into the PC and automatically create the text searchable file. Since it uses a TWAIN driver it is compatible with many copier's TWAIN scanning option. However, it has no batch scanning capability or batch processing capability. Therefore, you cannot just push images to a file folder and have them automatically converted into Text Searchable Tiff images.

2. The file has to be opened in Microsoft's Document Imaging the OCR option run and the document saved.

What eDocFile Offers - Text Searchable Tiffs

eDocFile has created a utility that will batch process existing images into text searchable tiff images. This allows for quicker searches and for the image files themselves to be text searchable. The user selects the folder to be processed and starts the program - that's it. Everything happens in the background and there is no need for further operator intervention. Since performing OCR is processor intensive the utility can be set to run after hours using Microsoft's Scheduler.

This allows the user of a copier to push images into a file folder and then quickly search for the documents based on the words in the document and then with a secondary search go directly to the word in the document. This utility is available for $99.00 and a Site License is available for $499.00 (the site license allows for unlimited installations at a given physical location).

Easy Setup

Just select the folder or folders you want processed and that's it for setup.

To use the Program

OCR Tiff Files

Just double click on the OCR Tiff Files Icon

Once completed search for any text in the scanned files using Windows built in Search Engine. To search text within a document open Microsoft Document imaging and use the Edit/Find command