

Mariner Software

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Jim Henson - 2024-04-17 - OCR

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Documents or receipts from previous versions of Paperless can be analyzed with the Recognize Text command. There are two ways to use the Recognize Text command:

- Choose **Recognize Text** from the **Edit** menu.
- Use the **Recognize Text button** in the toolbar. If it is not currently visible, the Recognize text button can be made visible by customizing the toolbar.

For information on how to use the Recognize Text command (and perform OCR on documents already in a Paperless library) see [this Knowledge Base article](#).