

ABBYY FormReader 6.5 Desktop Edition & Enterprise Edition



2-day Workshop (with mandatory pre-training task)

This course is intended for technical professionals specializing in forms processing. This course is also appropriate for consultants engaged in customization and development of related solutions. The attendees will learn to create templates in ABBYY FormReader 6.5 and set up recognition and verification parameters. The attendees will acquire practical knowledge of the architecture of ABBYY FormReader 6.5 Enterprise Edition, its stations, settings, batch processing operations, and data export capabilities. The attendees will gain experience as FormReader administrator and operator, and will be able to demonstrate knowledgeably the system and its functionality to other users.

Pre-training:

To qualify for the ABBYY FormReader Workshop, you must complete a pre-training task. The task takes about 2 hours to complete and requires you to install ABBYY FormReader and create a batch and a template for processing several fields of a form. The text of the task with step-by-step instructions and all the required materials will be provided to you at least 2 weeks ahead of the workshop. The created batch must be sent to training@abbyy.com not later than 1 week before training. Please note: The practical tasks that will be presented to the participants on the first day of the workshop will rely heavily on the pre-training task completed by the participants prior to the workshop.

Successful passing a final examination results in certification as a FormReader Certified Specialist.

ABBYY FormReader Course is an obligatory preliminary Basic Course for the following courses:

[ABBYY FlexiCapture Studio 1.5](#) (software tool that increases the capabilities of ABBYY FormReader through creation of formalized

descriptions of semi-structured forms)

[ABBYY FormReader 6.5 Customization](#) (Automation API toolkit)

16th June 2008, 9:00 – 17:00		17th June 2008, 9:00 – 17:00
ABBYY FormReader Desktop Edition		ABBYY FormReader Enterprise Edition
9:00 – 10:30	FormReader. General Information Batch Creation. Template Matching Practical Tasks	Architecture, Workstations, and Installation Review. Administration Station Settings Practical Tasks
10:30 - 10:50	Break	Break
	Template blocks Data types Practical Tasks	Administration Station. Document Structure and Multi-page Rules. Scanning, Registration, Recognition Stations Practical Tasks
12:15 - 13:00	Lunch	Lunch
	Rules Recognition, Verification Settings Practical Tasks	Verification Station, Correction, Export and Monitoring Stations. Full Text OCR. Data Storage Practical Tasks
15:00 - 15:20	Break	Break
15:20 - 17:00	Multi-page documents Export Practical Tasks	Certification Test Results Discussion

Course Prerequisites	
Students skills	Students computers
Basic computer knowledge Functional knowledge of Windows Some knowledge of programming helpful but not essential Pre-training task completion	MS Win XP/2003/2000(>SP1), Win İA Administrator permissions USB port (for hardware key) CD-ROM drive ABBYY FormReader 6.5 Enterprise Edition installed and activated