



## What is Maestro?

The Maestro™ add-on for Worldox® enables users to use Worldox's powerful text search capabilities to find scanned images. Maestro optical character recognition (OCR) software converts scanned documents into image + text PDF files. With the power of Maestro OCR you can:

- Easily find documents regardless of how they were filed by performing a text search **for** documents
- Quickly and easily perform a search for a word or phase **within** a document
- Cut and paste text from an image into another electronic document

## How Does Maestro Work?

Maestro monitors the Worldox document repository for newly created and newly modified TIFF and image-only PDF files. Maestro processes the document and converts it to an image + text PDF. This format stores the original image and adds an invisible text overlay to the file, thus making it text searchable.

The document becomes text searchable within minutes of being saved. Overnight, Worldox creates the full text index, allowing the user to perform Worldox text searches for the document within 24 hours.

## What Maestro Will and Won't Process

### What Maestro will process

OCR software processes TIFF and image-only PDF files and converts them to image + text PDF files. Here is some background on the three different types of PDF files:

- Image-only PDFs - this is an image created by a scanner.
- Rendered PDFs - this is a PDF created by a computer (e.g. a Word document converted to PDF). It contains computer readable text by default, so it fully text searchable as is without the need for OCR.
- Image + text PDFs - this is a PDF that is created when the OCR engine 'reads' an image-only PDF and adds a layer of invisible, computer readable text to the original image. These files retain the exact original image, but also provide the ability to perform context sensitive search for text inside the PDF, as well as copying text to the Windows clipboard.

Upon installation, Maestro will also process TIFF or image-only PDF files that are already filed in Worldox. Depending on the volume of image-only documents your firm has already filed to Worldox, it may take a while for Maestro to catch up. Maestro does give precedence to newer files.

## What Maestro will not process

- To ensure integrity of the original PDF content, Maestro will not process an image-only PDF if the PDF:
  - has annotations added (as this is not a true image-only PDF)
  - is a hybrid (i.e. some pages are image-only, other pages are rendered)
  - has been encrypted
- Maestro will not recognize handwriting

## Installation Requirements

Maestro should be installed to the Worldox Indexer workstation. Minimum workstation requirements for Maestro are:

- 750 Mhz or faster
- 512 MB RAM
- 1 GB available disk space
- Windows XP or higher
- 100 Mbps network connection

Note that Maestro should be run on a workstation-based Operating System. If you need to run Maestro on a server-based Operating System, the software cost is significantly higher.

The Worldox document repository(ies) that is processed by Maestro can be stored on any Windows server, or even using Windows peer-to-peer networking. At this time, compatibility with Novell servers has not been established – please communicate with Trumpet before installing Maestro if you have a Novell based server hosting your Worldox document repository.

As Maestro does not directly interact with the scanner or scanning software, users are free to use any scanner or scanning software they chose.

## Pricing

There is an upfront cost plus an annual fee to use Maestro OCR. The ongoing fee must be paid annually for the OCR software to continue operating. Licensing is tied to the number of Worldox users. Please contact Trumpet at [sales@trumpetinc.com](mailto:sales@trumpetinc.com) for specific pricing.

