



Handwritten
 The first step in the process is to write the information on a document. This can be done by hand or by using a computer. The information is then scanned into a digital format.

Scanned
 The scanned document is then processed by a computer program that extracts the text from the image. This process is called OCR (Optical Character Recognition).

Extracted
 The extracted text is then stored in a database. This allows the information to be searched and retrieved easily.

Stored
 The stored information is then used for various purposes, such as generating reports or providing information to other systems.

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FACTFILE



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