Efficiently manage your OCR correction online and engage qualified operators worldwide.
ORCA

- OCR Remote Correction Application
- Online tool for correcting text snippets
- Correctors operate worldwide
- Requirements: internet access and browser

With ORCA, large and challenging projects are processed quickly and with high quality.
Text snippets

- ORCA works with *docWizz* documents as standard source
- The application is easily extendable for correcting alternative source documents

With ORCA, large and challenging projects are processed quickly and with high quality.
Your documents stay confidential

- Hosted service
- Your documents remain in your hands
- CCS controlled environment
- Correctors just see randomly selected snippets

*With ORCA, large and challenging projects are processed quickly and with high quality.*
Log in

https://orca.content-conversion.com

Efficiently manage your projects online and engage qualified correctors worldwide.
Main features

1. Project management
2. User management
3. Filtering features
4. Statistics and reports
Main features

1. Project management
2. User management
3. Filtering features
4. Statistics and reports
1. Project management

- Create new projects
- Assign users to work on projects
- Pause/ resume work on projects
Management Dashboard

ORCA

Live corrected snippets

Projects progress
Create project

Project Details

Name
Demo Project 2

Description
Description of Demo Project 2

Status
Running

Due date

Module
ORCA

Cancel  Save
### Projects

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
<th>Status</th>
<th>Due date</th>
<th>Module</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demo Project 2</td>
<td>Description of Demo Project 2</td>
<td>Running</td>
<td></td>
<td>ORCA</td>
<td></td>
</tr>
<tr>
<td>Demo Project 1</td>
<td>Description of Demo Project 1</td>
<td>Running</td>
<td></td>
<td>ORCA</td>
<td></td>
</tr>
</tbody>
</table>
Main features

✓ Project management
2. User management
3. Filtering features
4. Statistics and reports
Main features

✓ Project management
2. User management
3. Filtering features
4. Statistics and reports
2. User and group management

- Add/edit users with different roles
  - Project manager
  - Regular corrector
  - Expert corrector
- Group correctors
  e.g. location, language skills, experience
- Allocate groups to projects
### Management Dashboard

#### Users

<table>
<thead>
<tr>
<th>Email address</th>
<th>Full name</th>
<th>Roles</th>
<th>Is active</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXXXXXXX@XXX</td>
<td>XXXXXXXX</td>
<td>Normal</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>XXXXXXXX@XXX</td>
<td>XXXXXXXX</td>
<td>Normal</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>XXXXXXXX@XXX</td>
<td>XXXXXXXX</td>
<td>Project Manage</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

- **Edit user, e.g. change role**
- **Add user**
Edit User

User Details

Email address

Name
Surname

Is active

Cancel  Save
### Users

<table>
<thead>
<tr>
<th>Email address</th>
<th>Full name</th>
<th>Roles</th>
<th>Is active</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Normal</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Normal</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Project Manager</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Normal</td>
<td>True</td>
<td></td>
</tr>
</tbody>
</table>

- **Groups**

- **Home page**

- **Reports**

- **Projects**

- **Work**

- **Users**

- **Groups**

- **Work Tools**
### Groups

<table>
<thead>
<tr>
<th>Name</th>
<th>Details</th>
<th>Members Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arabic group</td>
<td>Arabic language correctors</td>
<td>3</td>
</tr>
<tr>
<td>Chinese group</td>
<td>Chinese language correctors</td>
<td></td>
</tr>
<tr>
<td>Inhouse group</td>
<td>Inhouse operators</td>
<td>5</td>
</tr>
</tbody>
</table>

Edit group, e.g. assign to project
Edit group

Group Details

Name
Arabic group

Details
Arabic language correctors

Cancel  Save
### Edit group

<table>
<thead>
<tr>
<th>Name</th>
<th>Is assigned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demo Project 1</td>
<td></td>
</tr>
<tr>
<td>Demo Project 2</td>
<td>✅</td>
</tr>
</tbody>
</table>
Main features

✓ Project management
✓ User management

3. Filtering features
4. Statistics and reports
Main features

✓ Project management
✓ User management

3. Filtering features
4. Statistics and reports
3. Filtering features

▪ Filter collections based on metadata, e.g.
  ▪ Title
  ▪ Issue date
  ▪ Edition
  ▪ Language
  ▪ Source
  ▪ …

▪ And add text collections to a project you created
Organize collections
Main features

✓ Project management
✓ User management
✓ Filtering features
4. Statistics and reports
Main features

✓ Project management
✓ User management
✓ Filtering features

4. Statistics and reports
4. Statistics and reports

- Corrected snippets
- Completed pages
- Completed collections
- Double keying
- Time used

- Create reports on projects
- Filter for **global** and **user specific** statistics
ORCA

Live corrected snippets

Projects progress
4. Statistics and reports

- Corrected snippets
- Completed pages
- Completed collections
- Double keying
- Time used

- Create reports on projects
- Filter for **global** and **user specific** statistics
ORCA

FILTERS

Relative | Absolute
---|---
Last 1 Months

Time Unit
Days

Projects
All selected

Users
24 selected

CORRECTED SNIPPETS

AVERAGE
6382

TOTAL
197853

Download logs

Display sum
Split per projects
Split per users

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FILTERS

Relative Absolute
Last 1 Months

Time Unit Projects
Days All selected

Users
24 selected

COMPLETED PAGES

AVERAGE 667.81

TOTAL 20702

Export
- Create reports on projects
- Filter for global and user-specific statistics
- Corrected snippets
  - E.g. completed pages in the last month
  - E.g. completed collections in the last month
- Double keying
- Time used

ORCA 4.0 Statistics and reports
Main features

✓ Project management
✓ User management
✓ Filtering Features
✓ Statistics and reports
ORCA – The work tool

- Area for correctors
- Very simple GUI
- Select project and language
- Start correcting snippet after snippet
Management Dashboard

Log in

- corrector@orca

Password

- Enter your password

Remember me

Log in

Forgot password

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Terms and Conditions
Select: Language
曼联买普约尔又遇挫

曼联 买普约尔又#
OCR correction process

- The operator simply corrects, verifies or skips the text snippets
- Shortcuts guarantee to meet the OCR requirements
The operator simply corrects, verifies or skips the text snippets. Shortcuts guarantee to meet the OCR requirements.
<table>
<thead>
<tr>
<th>Shortcut</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ctrl + ,</td>
<td>Skip Snippet</td>
</tr>
<tr>
<td>Ctrl + .</td>
<td>Next Snippet</td>
</tr>
<tr>
<td>Ctrl + Alt + Num+</td>
<td>Zoom In</td>
</tr>
<tr>
<td>Ctrl + Alt + Num-</td>
<td>Zoom Out</td>
</tr>
<tr>
<td>Ctrl + Alt + R</td>
<td>Reverse Text</td>
</tr>
<tr>
<td>Ctrl + Space</td>
<td>Remove Spaces</td>
</tr>
<tr>
<td>Ctrl + Alt + U</td>
<td>To Uppercase All</td>
</tr>
<tr>
<td>Ctrl + Alt + Backspace</td>
<td>Clear Text</td>
</tr>
<tr>
<td>Ctrl + Z</td>
<td>Reset Text</td>
</tr>
<tr>
<td>Ctrl + Alt + 1</td>
<td>Change orientation: Left to Right</td>
</tr>
<tr>
<td>Ctrl + Alt + 2</td>
<td>Change orientation: Right to Left</td>
</tr>
<tr>
<td>Ctrl + Alt + 3</td>
<td>Change orientation: Vertical Left to Right</td>
</tr>
<tr>
<td>Ctrl + Alt + 4</td>
<td>Change orientation: Vertical Right to Left</td>
</tr>
</tbody>
</table>
Contact us

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