



ABBYY[®]

ANDROID PRODUCTIVITY TIPS

Useful lifehacks by ABBYY Mobile



The functionality of today's smartphones is awesome, and sometimes we just can't comprehend it all. In this book, we have collected the most useful tips that will help you to know your Android device and level up your productivity. Smartphones are not only about solving everyday and business routine but also allow to reduce paper usage. ABBYY Mobile has been providing paperless technologies for 10 years. To know more about productive data capturing from documents and business cards, check the second part of this ebook.

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HOW TO REDEEM YOUR GOOGLE PLAY PROMO CODE

Someone gave you a promo code for an app as a gift. It's easy to activate it!

1. Open the Play Store app.
2. Tap the **Redeem** icon.
3. Enter your promo code.
4. Tap **Redeem**, and you will see a window prompting you to install the app.

[Learn more in blog](#)

* * * * *

HOW TO CREATE FOLDERS

Everything should be in order, even your smartphone's desktop.

1. Tap and hold an icon until it **jumps** under your finger.
2. Drag and hold it over another icon until a folder appears.
3. If you want to rename the folder, tap its name.
4. An Android folder will display a notification badge if any app inside it receives a message.

[Learn more in blog](#)



HOW TO CANCEL A SUBSCRIPTION TO SERVICE OR APP

After deleting an app, the subscription doesn't cancel automatically. Money will be charged until you cancel the subscription yourself.

1. Open the Google Play app.
2. Tap the three-bar menu icon in the top left corner and then tap **Account**.
3. Tap **Subscriptions** and find the app that you no longer need.
4. Click the **Cancel** button next to the app, then tap **Cancel Subscription** to confirm your action and that's it!

[Learn more in blog](#)

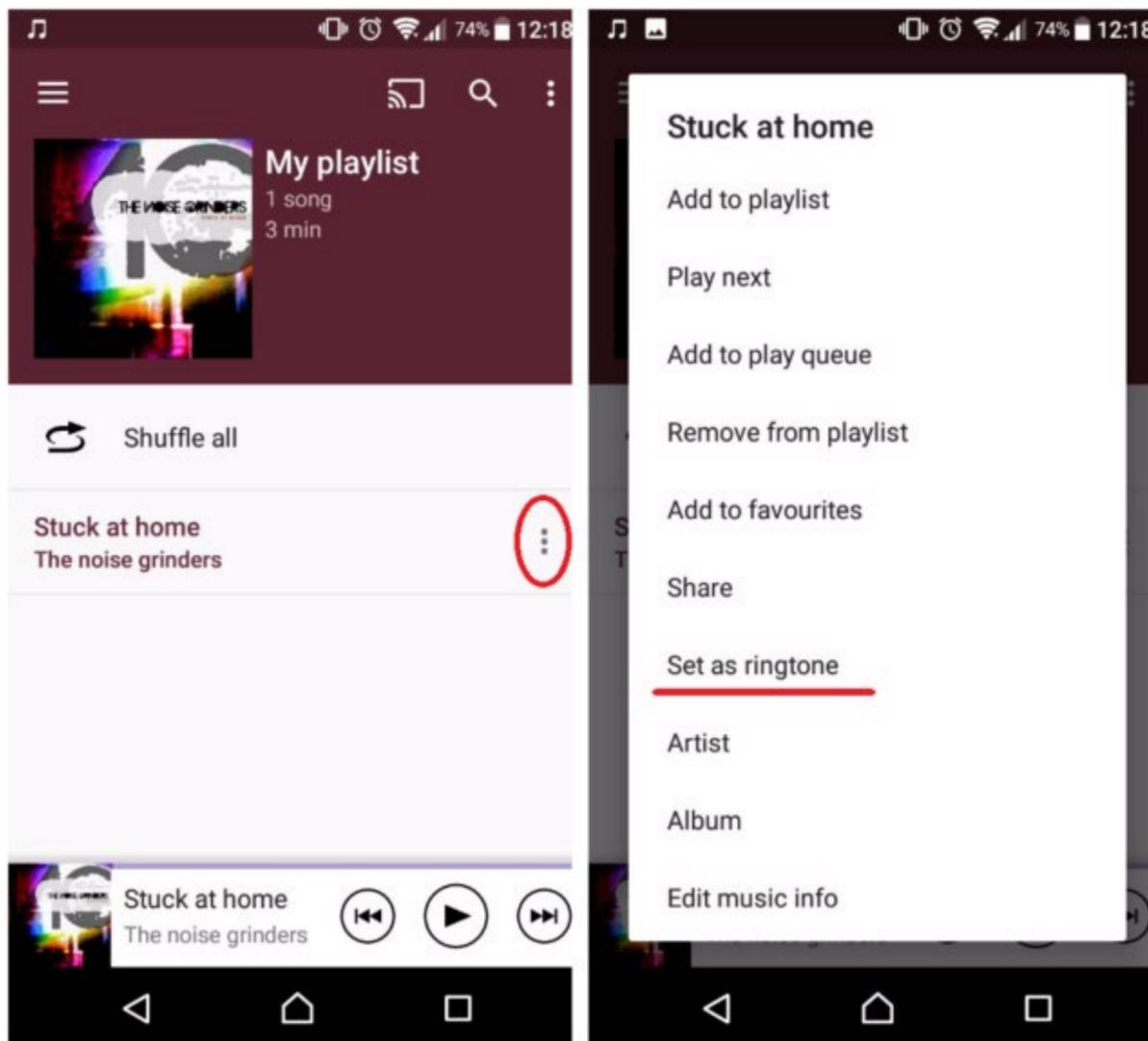


HOW TO CHANGE YOUR RINGTONE

It is a little bit annoying when everybody around has the same music on a smartphone. It's time to change it.

Even though it's much easier to change your ringtone on Android devices, the standard ringtone is still something we hear all too often. Below are four easy steps that will help you break the monotony.

1. Find the default player app (if you have lots of apps, do a search for **Music**).
2. Find the desired track in your music collection.
3. Tap and hold the track to bring up its shortcut menu, and then tap **Set as ringtone**.
4. You're done! Now go get called.



SPEEDING UP YOUR ANDROID DEVICE

Smartphone is a computer. And it tends to become slower after some time. That's how you avoid it:

OS version

Check whether your phone runs the **latest operating system**. Users tend to forget updating their software, but they should! Smartphone manufacturers use such updates to fix bugs and errors that you might not even know about. We strongly recommend checking your firmware and keeping it up-to-date. This way you will ensure optimal performance of your device. To see whether your OS is the latest, go to **Settings > About phone**.

Transfer data to a memory card

If your software is fine, try **transferring data from your phone to an SD card**. To do this, open **Settings > Memory** and migrate all your apps and media files to an external memory device. You can also try clearing app cache — this might also speed up your phone a tad.

Background refresh

Constant **synchronization with services, background app refresh** — all of this affects both your battery life and system performance. If you want to get rid of this annoyance, jump to **Settings > Accounts** and disable unnecessary features.

Unused apps

Most apps feature services that are launched together with the phone and access its memory. If you believe your phone has more important tasks to accomplish, close them down. Go to **Settings > Apps > Active** services and disable the services that steal from your phone's memory. But be careful! You must keep system utilities running, otherwise, your phone may stop working.

[Learn more in blog](#)

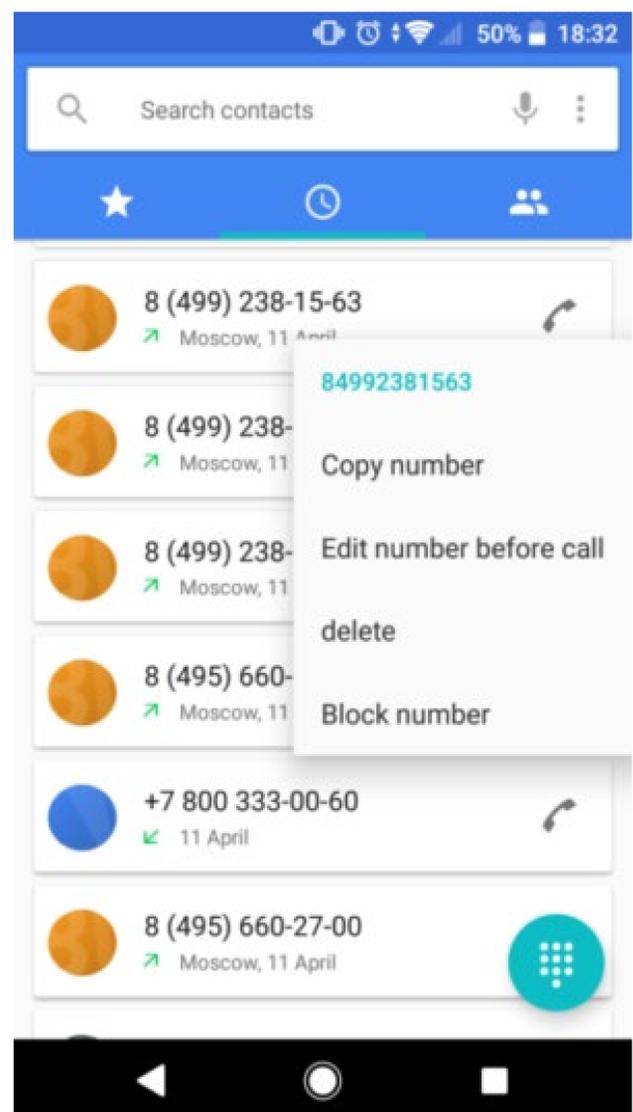


BLOCKING UNWANTED CONTACTS

Advertising calls from a bank or messages from nearby cafes annoy you? Block them.

There are so many Android smartphones on the market that it will take ages to describe how to block incoming calls on all of them. It means we have to choose. Let's see how users of Samsung and Sony may escape annoying callers:

1. Open **Recent calls**.
2. Select the number that you want to block.
3. Open the additional functions menu and tap **Block number**.



If you are a Samsung user, proceed as follows:

1. Open the **Phone** app.
2. Select the number to be blocked.
3. Open the additional functions menu, and tap **Add to blacklist**.

To delete the number from the blacklist, go to settings, select **Call settings**, and find the **Decline a call** section where this configuration is activated. This procedure is mostly the same on all Android devices, so we hope you'll make it! :)

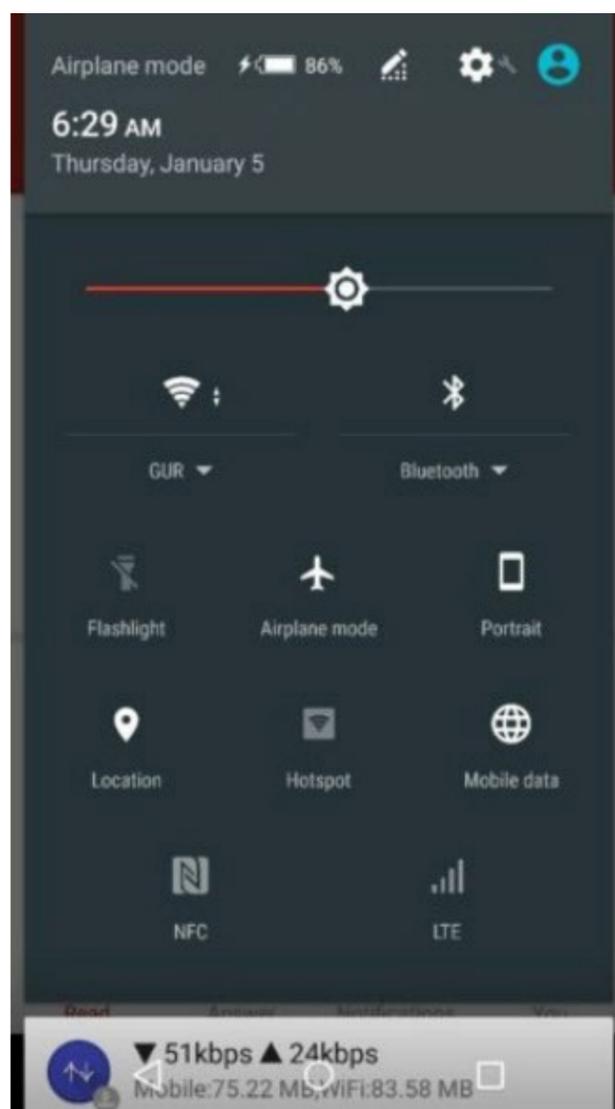
[Learn more in blog](#)



HOW TO FAST-CHARGE YOUR PHONE

Forgot to charge your smartphone but you have to leave soon? Charge the gadget quicker!

1. Turn off your phone before you start charging it. If that seems too radical, switch it to **Flight Mode**.



2. Don't expose a charging smartphone to direct sunlight, but don't put it in a very cold place either. Manufacturers say the optimal charging temperature is 22°C.
3. Li-ion batteries should now and then be charged from zero to full capacity. Once a month, drain the battery to 0 and then fully charge your phone.
4. Don't charge your phone from off your computer. There's not enough current in your PC's USB ports, causing your device to charge longer (depending on the charger you use, charging from a USB port can take 2 to 6 times longer).
5. If your device allows it, use high-quality fast chargers that support both high voltage (e.g., 9V instead of 5V) and current strength. Newer smartphones are more likely to be compatible with these beefed up chargers, although you may need to buy one separately.

[Learn more in blog](#)



HOW TO MAKE BACKUPS

Smartphone can unexpectedly die. Make backups to avoid data loss.

Android backups to Google Drive, regardless of you. On devices running Android 6.0 and above, you can copy and restore the following data:

- application settings;
- call log;
- device settings;
- contacts;
- notes in the calendar.

How to find backups and change data for copying:

1. Open the Google Drive app.
2. Tap on the menu icon.
3. Tap **Backups**.
4. Select the desired data.

A backup copy can also be deleted (without the possibility of recovery, which is important). Here's how you do it:

1. Find the copy you want on Google Drive.
2. Click the icon next to the name of the copy.
3. Select **Delete Backup**.

A copy is stored in Drive while the device is active. If you do not use it for two weeks, a period of storage may appear under the name of the copy. For example: "The storage period expires in 54 days".

[Learn more in blog](#)



HOW TO CLEAN UP YOUR ANDROID GADGET

Smartphone memory is full? Here are some tips on how to clean the storage.

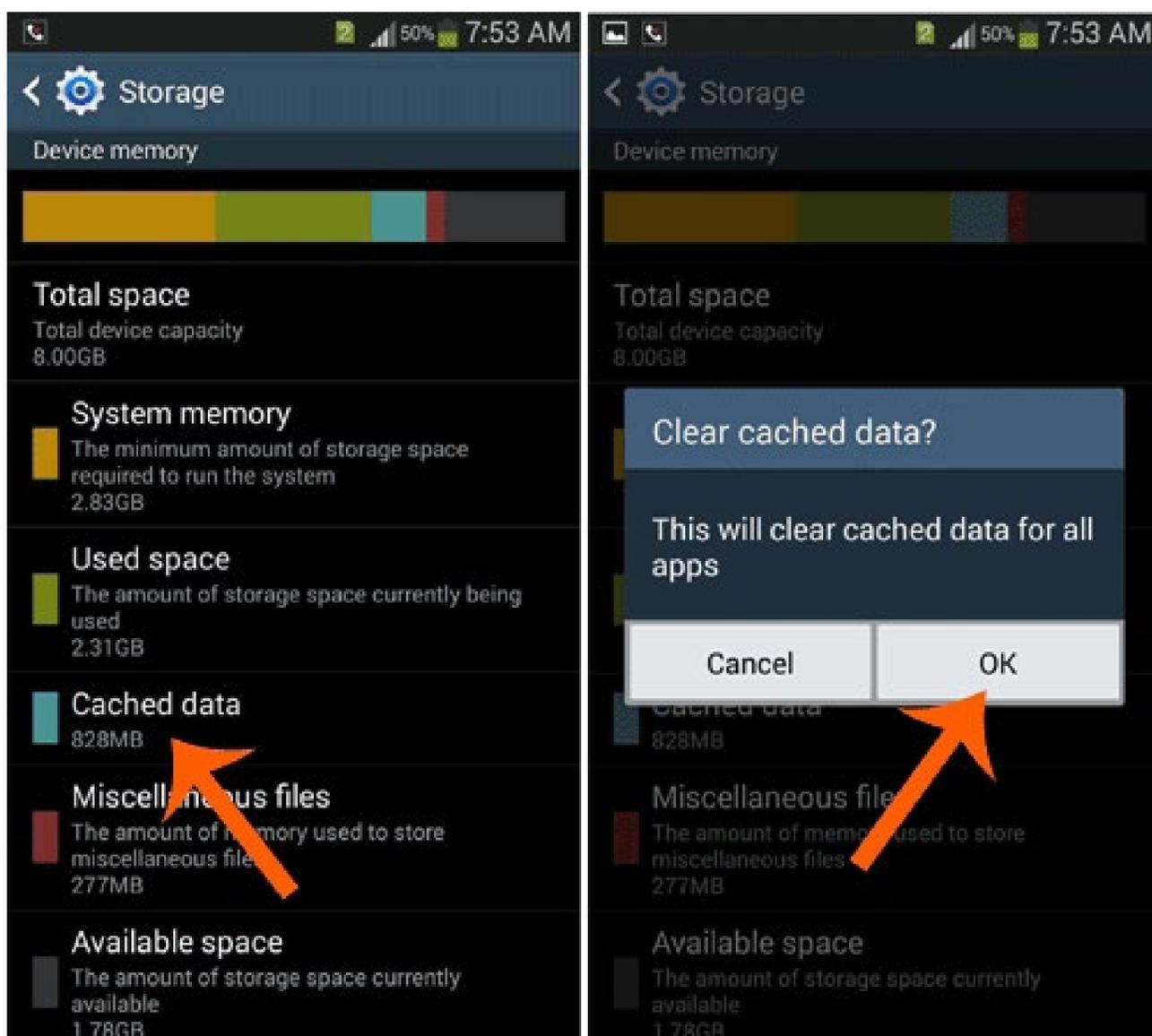
Clear the cache

Before we start, let's find that place in the settings where we can see the amount of free and used memory. The latest versions of Android offer built-in tools for inspecting and cleaning up your phone's memory.

To do this:

1. Tap **Settings > Storage and USB**.
2. Tap **Internal storage** to identify the culprits.
3. Tap **Apps** to display a list of your apps sorted by size.
4. Tap **Images, Video, or Audio** to display the corresponding files in the Android file browser.
5. Tap **Other** to open the file manager displaying the files and folders stored in the memory of your device.

6. On the same screen, you can see an item named **Cache data**, which shows how much space is taken up by the cache. Tapping this item will clear the cache for all the apps, which in most cases is a reasonably safe thing to do.



Alternatively, you can clear the cache of each app. To do this, select the app and then tap **Clear Cache**. A more drastic operation is called **Clear Data**. This one will delete everything, including your game levels, passwords, logins and whatever other data may be associated with the app.

Using dedicated apps to clean up your phone

There are lots of third-party apps designed to free up storage space on your phone. One of them is called [Clean Master](#). When you open the app, it shows two circles representing the free and used memory on your device. The bigger circle is your system memory, and the smaller circle is RAM.

Tapping a circle will start a quick scan, and in a few seconds, you will see a detailed report, where you can choose files to be compressed or deleted. For each detected app, [Clean Master](#) will provide a tip telling you what it is and whether it's safe to delete it.

If you see that your phone is dangerously low on memory but cannot identify the culprits, it may well be that you have a virus. The best thing to do in this case is to download an [antivirus app](#). Such an app will scan your phone and delete the malicious software from its memory.

Optimizing the media library

Most Android phones support memory cards, where you can keep your photos, videos, and documents. Note that most apps can only be kept in the memory of your phone.

And don't forget about cloud storage services. Many of them will offer gigabytes of storage space for free. Unsurprisingly, one of the most popular of them is [Google Disk](#), as its client app is preinstalled on most Android devices, offering you 15 GB of storage space.

Photos and videos can be uploaded to [Google Photo](#) (it makes no difference whether you created them using the device or copied them from somewhere else).

To upload your photos or videos to [Google Photo](#):

1. Open the Google Photo app.
2. Sign in to your Google account.
3. Tap the menu icon in the top-left corner.
4. Tap **Settings > Backup and sync**.
5. Enable the backup and sync feature.

The [Google Music](#) app allows you to upload up to 20,000 tracks from your music collection and stream them back to your device.

[Learn more in blog](#)



HOW TO RESET YOUR ANDROID PHONE

It's time to change a smartphone! But first reset all setting to sell it.

There are several ways to reset an Android device. Perhaps the easiest way to revert to the factory settings is by selecting the corresponding item in the settings of your device.

1. Go to the **Settings** menu and tap **Backup & reset**.
2. Tap **Factory data reset > Reset phone**.

The phone will inform you that all of your personal information, settings, apps, and data will be erased. Confirm by tapping **Erase everything**.

An alternative method to factory-reset your phone is to press a combination of hardware buttons on your device. First, touch and hold the power button until the phone is completely turned off. Now you need to turn on your phone in Recovery mode. This is done by pressing the combination of buttons designated by the manufacturer (these are different for each model):

Huawei

- Simultaneously press and hold the **Volume Down** button and the power button for about 10 seconds.

Samsung

- Simultaneously press the **Home** button, the **Volume Up** button, and the power button.

or, for some models,

- Simultaneously press the **Volume Down** button and the power button.

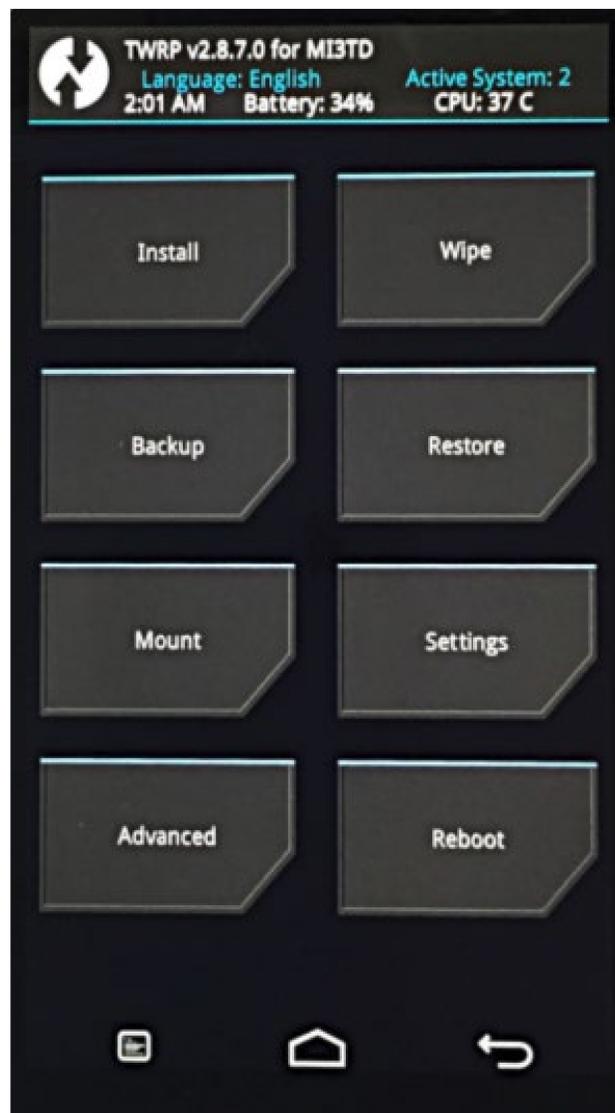
Sony

- Simultaneously press the **Volume Up** button and the power button.

Meizu, Xiaomi

- Simultaneously press the **Volume Up** button and the power button. When the logo appears, immediately release the power button but keep holding the **Volume Up** button.

If you've done everything correctly, you'll see the Recovery menu:



Sometimes the **Recovery menu** may not respond to your taps. In this case, use the **Volume Up** and **Volume Down** buttons to navigate the menu and the power button to confirm your choice. The menu item you need is **Wipe data/factory reset** (the exact wording may be slightly different on different models).

The phone will start erasing all of your data and restoring the factory defaults. When the process completes, select the **Reboot System** item. Once the reboot is finished, you will be holding a pristine device in the same state when you just unboxed it.

[Learn more in blog](#)



HOW TO CAST AND RECORD CONTENT FROM YOUR MOBILE SCREEN

- 1. [Miracast](#) and Google Cast.** This is the hardware implementation of the Google protocol for casting video and audio content from your Android devices. If your TV, projector or tablet supports this technology, if your PC runs Windows 10 with the latest updates (look for the **Connect** tool), or if you have invested in a [Chromecast](#) dongle that plugs into an HDMI port of your receiving device (even the oldest and cheapest stick will do the trick), you can easily cast content from or mirror the screen of your mobile device, provided that it runs Android 5.0 or later. Tap the **Cast** icon in the app that supports the technology or tap **Screen Share** in the device settings to mirror the screen.
- 2. Miracast and Google Cast emulators.** On Android as well we plump for [Reflector](#) or [AirServer](#). You can record and play screencasts to any device all in the same app. However, only AirServer supports Miracast. Same instructions as before: connect the two devices

to the same Wi-Fi network and tap either **Cast** in the app or **Screen Share** in the device settings. If you encounter any problems at this stage, just download the [Google Home](#) app onto your phone or tablet and scan your network for compatible devices that can accept video and other content.

- 3. The next method can be used by developers and advanced users.** Android Studio includes a dedicated app called Android Monitor that shows you what happens on the screen of a connected device. It can also record videos of up to 3 minutes long. If you choose this route, however, it's probably best to engage the services of someone well versed in Android gadgetry. The steps are rough as follows: open a project in Android Studio, run it on your device, start recording, and tap **Stop** when you're done. The method will work without any additional configuration on Android 6.0, while on Android 5.0 and 5.1 you will have to switch **Profile GPU rendering** to **In adb shell "dumpsys gfxinfo"** in the developer menu.
- 4. And here's a nifty tip for gamers.** The [Google Play Games](#) app can not just show your scores but also record your gameplay. Invoke the recording menu, switch to another app, and record everything that happens on your small screen in 480p or 720p resolution.
- 5. Screen recording apps.** [AZ Screen Recorder](#), [DU Recorder](#), [Mobizen Screen recorder](#), [AirDroid](#), and

similar apps allow you to record everything that happens on the screen of your device (the apps require Android 5.0 or later). The free versions will either show ads or limit the length of recordings, but their ad-free counterparts won't cost you more than \$5-10.

[Learn more in blog](#)



HOW TO SCHEDULE EVENTS USING THE CALENDAR APP

The Google Calendar is also a no-brainer. Let's create a simple reminder together:

1. Open the Calendar app and tap the big red button in the bottom right corner.
2. Specify the type of event: **Alert**, **Goal** (see below) or **Meeting**.
3. Enter the time, location, and subject of the meeting.

Set it to **Repeat**, if necessary, add a reminder, and you're done!

With Google Tasks, you can track your daily tasks, create to-do lists, and set deadlines. You can add and modify tasks either in Gmail or in Google Calendar, or both, as the two apps will sync their data periodically. Now that's what we call convenient!

You can also use Google Calendar to fit in various useful things into your schedule, such as reading a book, taking a

stroll, meditating, or doing some yoga. In Calendar, these are called **Goals** and can be added to the schedule by tapping the same **plus** button. Select a category, e.g., “Go for a run” or “Talk to Mom”, and Calendar will automatically find free slots for this activity in your monthly schedule. You can always adjust later.

If you need more detailed instructions on working with Calendar, Tasks, and Lists, please see [this page](#).

[Learn more in blog](#)





HOW TO CONTROL YOUR ANDROID PHONE REMOTELY

Several popular apps provide high-quality and hassle-free remote access to and from Android devices. Let's start with [AirDroid](#), a free application which allows you to access your Android device from a browser remotely.

[AirDroid](#) is most useful for reading and viewing the contents of your mobile screen, especially when the resolution of your smartphone is too low. You can also cast your smartphone screen to a laptop or big computer screen. [AirDroid](#) is also great for sending data from a PC to your Android device over the air and for remotely deleting useless files and apps. As icing on the cake, the app enables complete access to contacts and SMS, so you can send someone a message by entering its text on your PC.

The second app is [TeamViewer](#) (that sure sounds familiar!). The main purpose of the app is to provide control over desktop computers from Android devices. For instance, you can manage files on your office computer while sitting at home with your smartphone. You can also share your screen with other users.

App number three is [Splashtop 2](#). It is noticeably faster and more user-friendly compared to other similar apps. There's one major limitation, however — the desktop computer can only be accessed over a local area network. That's why the app is most useful at home. For example, you can start watching a movie on your desktop PC and then continue watching it on your Android device in the kitchen. The app faultlessly mirrors your PC screen, enabling you to watch videos on your tablet or smartphone. There's also a paid-for version of [Splashtop 2](#) that lets you access your PC using a 3G/4G Internet connection.

[Learn more in blog](#)



TEACHING YOUR ANDROID PHONE TO SPEAK

Smartphones powered by Android are also capable of speaking to their users and guiding them while they navigate the screen. [TalkBack](#) is specifically designed as a screen reader that provides spoken feedback and announces notifications and other events.

There are three ways to activate [TalkBack](#) on your phone:

1. Press and hold both volume control buttons for three seconds.
2. Open **Settings**.
 - Choose **Special Features** > [TalkBack](#).
 - Toggle it to **ON**.
 - Tap **OK** on the confirmation screen.
3. Alternatively, you can activate [TalkBack](#) when you turn on your phone for the first time:

- Android 4.1 and newer: touch the screen with two fingers and hold. A user manual will open once the gesture is recognized.
- Android 4.0: draw a rectangle on the settings screen. You will hear a sound once your gesture is recognized.

You have activated [TalkBack](#). Now start swiping slowly, and [TalkBack](#) will name any icons, buttons, and other items that you touch. Once you hear the necessary item spoken to you, activate it by double-tapping anywhere on the screen.

After activating [TalkBack](#), you will be able to:

- Change the speech volume;
- Change the voice pitch;
- Make the feature name the buttons that you press;
- Adjust the speech volume using proximity sensor;
- Shake your device to read the entire contents of the screen;
- Hear the Caller ID and supplementary info;
- Enable automatic scrolling;
- Control your device with gestures;
- Control your device using keyboard shortcuts;
- Convert voice to text;
- And more!

For more details on [TalkBack](#) and its capabilities, please visit [this help page](#). ABBYY TextGrabber for both Android and iOS uses screen reading features to help vision-impaired users. You can also automatically copy the recognized text to the clipboard and listen to it in your headphones or via third-party apps.

[Learn more in blog](#)



HOW TO USE LIFELOG AND SAMSUNG HEALTH

Lifelog is a free Android app devised by Sony that closely tracks your health. The Lifelog's interface is broken down into multiple activities, for instance, walking, watching videos or sleeping. The top of the screen features an interactive menu with a time scale and shows all the activities recorded by your device. Lifelog captures both physical and social activities. For example, here you can discover the distance walked or run, the time spent with friends, the number of pictures taken, and the music listened.

Lifelog collects data on physical activity based on your height and weight specified in the app, that's why the results may differ for different users. Bear in mind that Lifelog requires an internet connection to sync data.

Samsung Health — a Samsung's proprietary app — is the main competitor of Lifelog. A built-in pedometer displays the number of steps taken and converts this data into the walked distance or burnt calories. While processing data, it factors in your age, height, and weight specified in the

profile. Go to settings to set the number of minutes when you plan to stay active (and don't forget to check the time recommended by the app). But there is much more to Samsung Health than just a step counter. The Sport section specifically dedicated to those who enjoy staying fit lets you track your activity for various sports — choose what you like.

Unlike Lifelog, Samsung Health allows users to enter their sleep data only manually. If you are concerned about nutrition, the app allows you to specify the amount of water, coffee or tea that you drink and write down what you eat throughout the day.

Samsung Health also has a system that is specifically designed to encourage its users to move more. It tracks your movements and rewards you with virtual medals for taking a long distance or for keeping within the allowed number of calories.

Samsung Health is intended as a universal application that combines all means to live a healthy lifestyle and also allows users to integrate third-party apps. The home screen of the app has enough space to accommodate icons from the linked apps.

[Learn more in blog](#)



HOW TO SET UP A PERSONAL HOTSPOT

To tether your Android device, you only need to activate mobile internet and connect other devices through Wi-Fi, USB or Bluetooth.

Let me guide you step by step. First, let's try sharing the **connection through Wi-Fi** as it is one of the easiest ways to tether an Android device. This may come in handy when you need to connect several devices at the same time. To activate the feature on your smartphone, go to **Settings** and set up the **Portable Wi-Fi hotspot**.

The Wi-Fi Hotspot window will open. Activate the feature by using the toggle at the top of the page. Then establish security settings and the password, and you are done!

Another option of tethering a device is **using it as a USB hotspot**. It's not that difficult. Connect your smartphone to one of the USB ports of the computer that runs Windows. It is recommended that you use the cable that came with your smartphone as the unauthorized alternative may affect your connection speed.

When the smartphone is successfully connected, open your Android settings and select USB tethering.

Now start sharing your cellular data connection with others! To activate the newly established connection on your computer, open the Network settings window, right-click on **Local Area Connection** icon, and select **Enable**.

The time has come to **turn your smartphone into a Bluetooth hotspot**. Go to your Android settings, just like we did before. The only difference is that this time you need to select Bluetooth tethering. It is also important that your smartphone should be discoverable by other devices. To check this, go to your Bluetooth settings and see what's going on there.

When you are finished with configuring your smartphone, switch over to your PC. Open **Control Panel** and click **Add a device** under **Hardware and Sound**. The computer will start searching for devices that are available to be connected via Bluetooth. When your device is discovered, its icon will display in this window. Click the icon to see the window with the 8-digit code. Then check your phone for pairing request and allow it to be used as a Bluetooth hotspot.

Once you are done with all the actions above, right-click the smartphone icon in the **Add a device** window and, while in the context menu, select the **Connect using > Access point**. Well done!

[Learn more in blog](#)



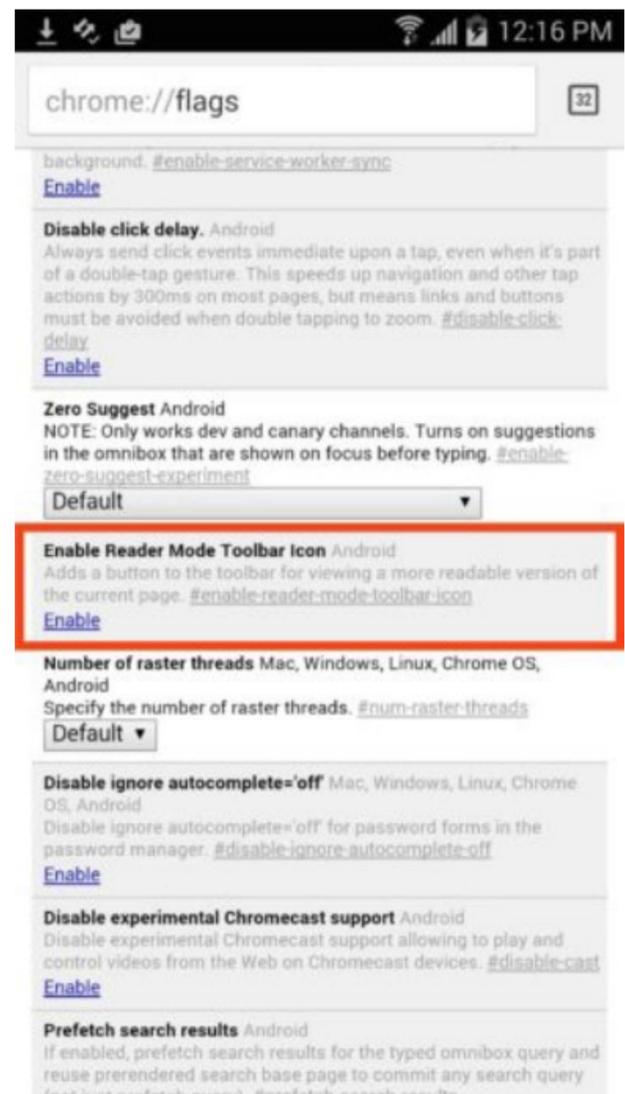
HOW TO ENABLE READER IN CHROME

Chrome browser has a reading mode. Here's what you need to do:

1. Type "chrome: // flags" in the address bar.
2. Find the item **Enable Reader Mode Toolbar Icon**.
3. Click **Enable**.
4. Restart the browser.

Now, when you go to the article page, an icon with the letter "A" appears to the right of the address bar, and you can go into the Reader Mode.

[Learn more in blog](#)



HOW TO TRANSFER DATA FROM ONE PHONE TO ANOTHER

The most obvious and perhaps the easiest way to transfer your data between Android devices is through Google Drive (see [here](#) for instructions on how to back up your Android to Google Drive).

1. All you need to do is register a Google account and sign in from your device with **the Backup account** and **Automatic restore**. The first option backs up your settings and data while the second restores these settings when you reinstall apps.
2. Now sign in to the same Google account from your new smartphone. Then find **Accounts and sync**, tap **Add account**, and enter your name and password.
3. Once you sign in to your account, your new device will automatically get all the settings from your old phone. Your phone book will be populated with your Google contacts, and all of the synched data will be downloaded, including your Gmail correspondence and **Calendar** events.

4. All the apps that you ever installed on your old phone from Play Market will be available on your new device at no charge. For your convenience, they will be listed separately under **My Apps** on the Play Market screen, where you can download and install them.

Some device manufacturers (e.g., Sony and HTC) have designed their backup software to make it easier for you to migrate to your newly purchased device.

[Learn more in blog](#)





HOW TO ADD WIDGETS TO YOUR HOME SCREEN



Naturally, there are widgets for Android apps as well, and in certain respects, they are more flexible than iOS widgets — you can easily add them onto any of the multiple home screens available in Android, and they come in all shapes and sizes. In the instructions that follow, we use the clock widget as an example:

1. Tap and hold any free space on a home screen of your Android phone.
2. Tap the **Widgets** icon at the bottom of the screen.
3. Leaf through the screens with the available widgets until you see the clock widget. Tap and hold the widget until you see the small images of your home screens.
4. Drag and drop the clock widget onto a home screen.

Depending on the version of your OS, the selected widget will be placed into the available free space, or you will need to long-tap it and drag it to the desired location.

Moving and removing widgets:

1. Tap and hold the clock widget on the home screen.
2. Now you can move it to a different location on the screen or remove it entirely:
 - If you want to move the widget to another home screen, drag it to the left or right edge of the current screen.
 - If you want to remove the widget, drag it onto the word **Remove**.

Some apps may prompt you to configure additional settings for the widget. If there's nothing to configure, the widget will be immediately added to the home screen.

[Learn more in blog](#)



HOW TO RECORD A PHONE CALL

What makes Android so versatile is the infinite number of apps on Google Play that can be used to extend its capabilities. Some manufacturers of Android-based devices have already included a call recording feature into their adaptation of the operating system. Here's our choice of top three call recording apps.

1. [Automatic Call Recorder](#)

Besides saving your calls as audio files locally, you can also save them to Dropbox or Google Drive. This is handy if you want to be able to access these files from other devices as well. You can save to 3GP, AMR or WAV.

2. **Google Voice**

Be warned: Google Voice is only available within the US. The service allows you to record incoming calls. It's free of charge, but you will need to register with a Google account.

3. **Cube Call Recorder ACR**

4. Unlike the other apps in this review, [Cube Call Recorder ACR](#) will also record voice calls in Skype, Telegram, WhatsApp, Facebook Messenger, and Viber. Note that this feature may be unavailable on some devices. The most practical way to find out if your device is supported is to install the app and try it out.
5. By default, Cube Call Recorder ACR will record all calls, but you can add phone numbers to an ignore list.
6. Please remember to inform the other party that you're going to record the call.

[Learn more in blog](#)



HOW TO RECORD SCREEN ON ANDROID DEVICES

For the time being, there is no built-in functionality in Android that allows users to record their screen. But you can always take a screenshot if you like. Skim through [Mondays](#) to familiarize yourself with few ways of taking screenshots.

If you are still eager to capture your screen, try [AZ Screen Recorder](#). After you install the app, your desktop will display a panel with four buttons: record, settings, view saved videos, and close app.

Click the **Folder** icon to view your previously recorded videos. Settings allow you to adjust the speed of your video, screen recognition, show or hide the **Record** button, enable recording to stop if you turn off your screen, and select the path to save your videos.

When you are finished configuring the app, drag the notification bar down and click **Record** to start capturing your screen. The smartphone will show a window stating

that your screen is being captured. Click **Agree** to continue using the app. The app will launch a three-second timer for you to get ready. To stop recording your screen, drag the panel down and click **Stop**.

Visit [Google Play](#) to download the app.

[Learn more in blog](#)



CLOUD-ENABLED CLIPBOARD

Unlike Apple, Android device manufacturers do not offer a built-in clipboard to exchange data with other platforms. But you can use a cloud storage service to copy and paste data from your Android to your Windows or Mac computer and back.

[ALT-C](#) is a piece of software (several pieces, in fact) that helps you do just that. To use [ALT-C](#):

1. Install [ALT-C](#) on your Windows, Mac, and Android devices that you want to share a common clipboard. The Android version is available [here](#), the Windows version is available [here](#), and the Mac version can be downloaded from [here](#).
2. Open [ALT-C](#) on each of the two devices that will share the same clipboard. You will see a registration code on your mobile device. Enter this code into [ALT-C](#) on your desktop computer.
3. That's it! Now you can copy and paste text between the two devices. The app will also store up to 50 recently copied items.

[Learn more in blog](#)



HOW FAMILY GROUPS WORK

Similar functionality is available to users of Android devices. Using the Family Groups feature, you can create [Google Play Family Libraries](#) and share with your family apps, games, books, movies, and TV shows purchased in Google Play. Up to five family members may join your family group.

To create a [Family Library](#), complete these steps:

1. Open the Play Store app.
2. In the top left corner, tap the menu icon and then tap **Account > Family > Sign up for Family Library**.

To administer a family group, you must meet the following requirements:

- You must be 18 y.o. or older.
- You must have a bank card that can be used as a payment method for your group.
- You must not be a member of any other Google family group.

To be a member of a family Group, a user must:

- Have a Google account (for users under 13, accounts can be created by the administrator of their family group).
- Reside in the same country as the group administrator.
- Not be a member of any other Google family group.
- If you have ticked all the boxes, your family can enjoy all the benefits offered by your [Family Library](#).
- The administrator of the group (family manager in Android terms) will be responsible for [any purchases](#) made by their family members.

Adding and deleting purchases

Open a desired section of the Play Store. This can be apps, games, movies and TV shows, or books. Select an item and then on the item's page in the store, flick on the Family Library switch.

Likewise, to remove an item from your Family Library, open its page in the store and flick off the Family Library switch. The item will no longer be available to your family members.

There are certain restrictions, however.

Items that are allowed in your Family Library have a home-and-heart icon next to them. These items include:

Movies and TV shows

- Any movies and shows purchased before you set up your

Family Library can be added without any restrictions.

- Any content purchased after you set up your Family Library can be shared only if it has been paid for using the shared payment method associated with the library, a Google Play gift card, or a promo code.
- If you have purchased a box set, you can add or remove only the entire box set.
- Rentals cannot be added to your Family Library.

Apps and games

- In-app purchases or free apps cannot be shared.
- Any apps or games purchased after 2 July 2016 can be shared. Any content you purchased prior to that date can be shared only if family sharing is allowed by the developers. To find out if you can share an item, open its page in the Play Store and tap **READ MORE**.

Books

- Books can be added to your Family Library if family sharing is allowed by the publisher.
- Samples, free books or rentals cannot be shared.

Music and periodicals

- Items purchased in Play Music or Play Newsstand cannot be shared.

[Learn more in blog](#)

MANAGING YOUR PHOTOS AND VIDEOS

As an example, we will take the standard Gallery app pre-installed on popular Samsung Galaxy S9 phones. The app offers lots of editing tools like filters, effects, or captions. We will focus on the housekeeping and management tools, however.

Share

You can easily share links to media content with your friends, who will be able to view and download the respective files.

Shared album

Select photos or videos that you want to share with someone say, with your family. Select the Family group or create a new one. Members of this group will be able to access any media you share with them.

Share to device – Smart View (available on Samsung phones)

The handy Smart View feature allows owners of Samsung Smart TVs to cast photos, videos or music directly to their TVs.

[Read more in blog](#)



MAKING AND RECEIVING PHONE CALLS ON YOUR ANDROID TABLET

Many tablets today will have a slot for SIM cards. Alas, this does not automatically mean that you can use your tablet as a mobile phone. Your tablet may support 3G and LTE all right, but these standards only allow you to surf the web. Good old GSM is what you need to be able to make phone calls.

When buying a new tablet which you want to double as a mobile phone, open the specs page in the user manual, find a section called “Mobile Connectivity”, “Network Data”, “Mobile Network” or something to that effect, and look for GSM in the list of supported standards.

In most cases, GSM-enabled tablets will have some phone app pre-installed. Or you can easily find a dialing app on Google Play (try [True Phone](#), for example).

[Learn more in blog](#)





SENDING OUT GIFS WITH AR EMOJIS

AR emojis are available to Galaxy S9 and S10 users.

While online communities are debating which is better, Memoji or AR Emoji, one thing is certain: on the iPhone, memoji videos can only be sent via iMessage, while it's "anything goes" on Android.

After you create an AR emoji, your phone will automatically generate GIFs featuring your AR alter ego and save them to the Gallery. Now you can freely send them using any messaging app you like best. Of course, there should be an app on your contact's device that can play animated GIFs, or your contact will only see a static picture. The pre-installed Messages app has no problem displaying animated GIFs. Or, just like with animoji, shoot a video or take a picture of your AR emoji and you're good to go!

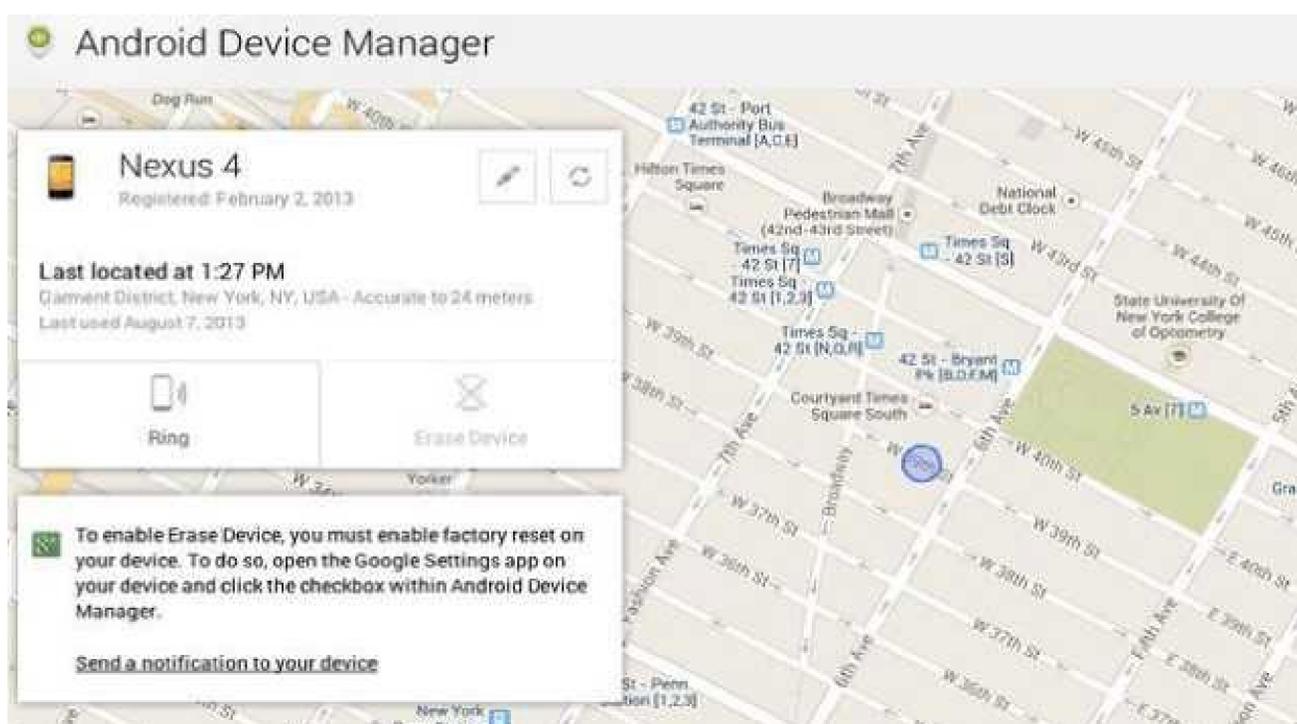
[Learn more in blog](#)



HOW ANDROID DEVICE MANAGER WORKS

Android users can track and recover their device using Android Device Manager. The names of the menu items may vary depending on your phone's manufacturer and Android version, but the recovery steps should be the same.

Typically, you will need to tap **Settings > Security > Android Device Manager** (or **Device administrators** on some devices) and turn on the Find the device feature. On most phones, it will be enabled by default.



Now if you are unfortunate enough to have lost your phone, go to the [Find My Device section on the Google website](#) and log in to your Google account (this should be the same as the account that you use on your missing smartphone). The Android tracking mechanism is even easier to use than that provided by Apple. As soon as you're logged in, you will see a map showing the current location of your phone. At the same time, the phone will display a message saying that it has been located by the Google Play services.

1. Clicking the Ring button will dial your phone number and make your misplaced phone ring at maximum volume for 5 minutes.
2. If your phone has been found by an honest user, they can call you at your back-up number, which you can provide in a customized lock screen message in ADM. There, besides a message to anyone who finds your phone and your alternative phone number, you can also specify an additional password to be used to unlock your phone.
3. As a last resort, you can erase all of the data from your lost phone. To do this, open ADM and tap Erase. Note that this WILL NOT erase any data from the memory card in your phone, so consider storing your sensitive or confidential data in your phone's memory.

[Learn more in blog](#)



USING GOOGLE PLAY MUSIC AND SPOTIFY STATISTICS

Shazam? Never heard of it!

On Android, the Music app can also identify songs by listening to music that is playing around you. Just tap the search field, and the app will ask you if you want to identify what's playing. Simple!

Select the quality of the stream

If you're on a metered connection, you can switch to Low or Normal music quality. If you have an unlimited data plan, you may want to switch to High or Always High. There's also an option that prevents the phone from downloading anything unless it is connected to a Wi-Fi network.

Feeling lucky?

As you would expect from a Google app, there's also that "I'm feeling lucky" button, which will select tracks based on your listening history.

Watch videos on YouTube

While listening to a track, open its pop-up menu and tap Watch video (the item will only be active if there is a music video for the track).

[Learn more in blog](#)

Music statistics in Spotify

There are many music streaming services for Android gadgets, but one of the most popular is Spotify. So let's do it! Just head [here](#). The "Your Top Songs 2018" playlist should be in Your Library Made For You. Here you can check how many minutes you've streamed last year.

Be sure that you've listened to at least 5 different artists, 30 different tracks, and 60 minutes of music before Oct 31, 2018.

[Learn more in blog](#)





HOW TO RESTART A SMARTPHONE

An Android phone is just as susceptible to freezing and becoming unresponsive. If this happens, the standard way of restarting — holding the **Power** button and tapping **Restart** — will not work, since the device will not respond to touch.

To breathe life back into your device, simultaneously hold down the **Power** and both volume buttons. After several seconds, the phone will restart and become usable again.

There is yet another way to unfreeze a smartphone with a **removable** battery. You can restart your phone by physically removing the battery and then putting it back in. However, we recommend that you do this only as a last resort.

[Learn more in blog](#)



HOW TO USE “DO NOT DISTURB MODE”

In Android, the Do Not Disturb feature is more flexible than in iOS and lets you to:

- Get calls and messages only from certain callers.
- Automatically turn off all sounds at night or at specific times.
- Turn of all sounds except for the alarm clock, and a lot more.

So where do you find it?

1. Open **Settings**.
2. Tap **Sound**.

At the bottom of the screen, turn on **Do not disturb**.

The feature uses rules created by the user which tell the phone when it should go into **Do not disturb** mode. You can also specify several levels of quiet, from complete silence to priority calls and/or alarm sounds.

Android comes with three ready-made rules: **Weekends**, **Event** and **Weeknight**. All you need to do is make the necessary adjustments and turn any of them on. For example, you can set up the phone to allow only calls from your family at weekends. Or you can make the sound of the alarm clock the only noise coming from your phone from 11:00 pm to 07:00 am on weekdays.

Of course, there may be non-recurring time periods when you shouldn't be disturbed, such as during important meetings or concerts. These can be added individually by tapping **Event**. You can also add events directly from Google Calendar, which is handy.

In Android Pie, a new tool has been added. It's called "[Digital Wellbeing](#)", and it keeps track of how you use your phone (like [Screen Time](#) on iPhones). There you can enable a Wind Down feature, which will make your screen black-and-white and enable DND at a certain pre-set time. Now nothing will disturb your sleep. The monochrome mode will ensure that your eyes and mind are not kept awake by the bright screen. You can download the new Digital Wellbeing tool from [here](#), but it should be already installed on most of the newer Android phones.

[Learn more in blog](#)



ABBYY[®]

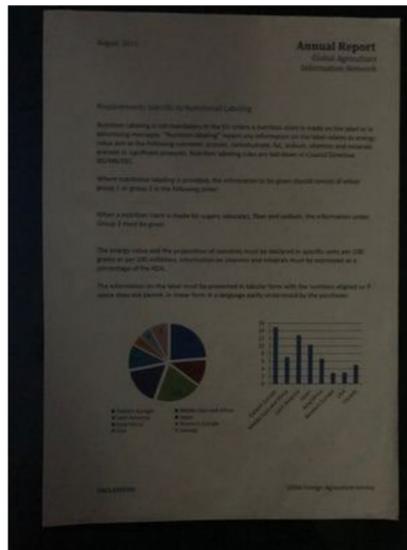


ABBYY APPLICATIONS TIPS

HOW TO TAKE PHOTOS OF THE DOCUMENTS PROPERLY

Technology can do much, but sometimes it needs some help. Here are some tips on how to make perfect photos of the document for successful recognition and scan in FineScanner. But also they'll be useful for both Business Card Reader and TextGrabber.

- 1. Poor lighting.** The more light you have, the better. It also helps if the light is evenly distributed. Taking snapshots at night while sitting in a car with business cards or documents placed in your lap will almost certainly not work. No technology, however intelligent, will be able to capture text which you can hardly read yourself. Naturally, there are occasions when you have no choice, but if there's no urgency, you will do wise to wait for daylight and take a picture in a less shaky environment.

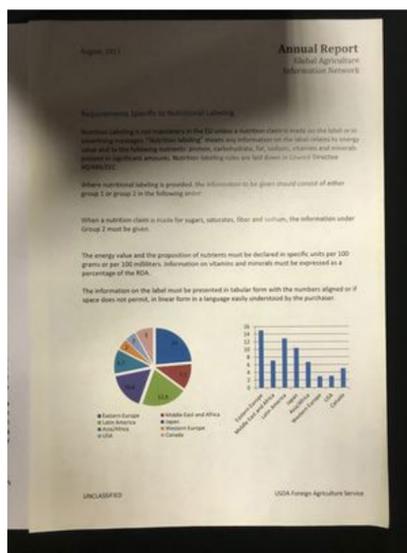


2. Wrong focus point is another image defect that may make you want to rip your hair out. Why is it that sometimes the camera will focus on any object in sight save the text that you need to capture? Digital cameras use special technology to determine the distance to the subject. To perform reliably, it needs enough lighting and high-contrast objects. Besides, it is often fine-tuned for portraits and common indoor and outdoor scenes. If your camera has a hard time focusing on the text, give it a helping hand by pointing the lens to some high-contrast (e.g., black and white) area. It's best to give the camera some time to focus on the text instead of taking a few hasty snapshots in the hope that you can improve their sharpness later.

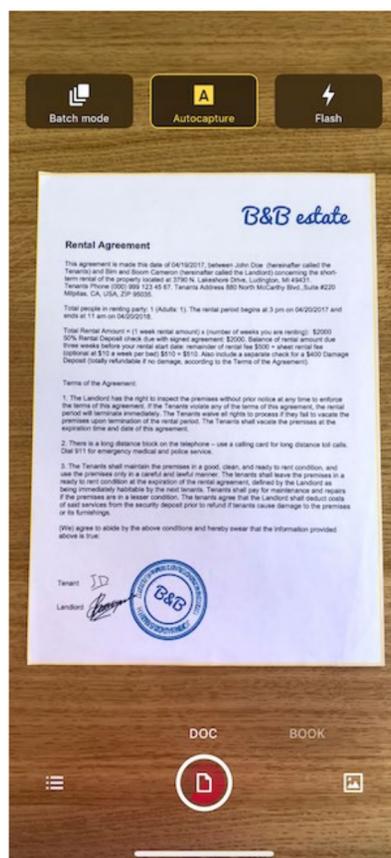
3. Blur is caused by camera shake. It is more likely to occur in dark environments because the camera will keep the shutter open until the sensor gets enough light. Even if you have the steady hands of a neurosurgeon, your heartbeats may transfer to the camera and cause blur. So, if your camera is not

equipped with optical image stabilization, shoot like a marksman: hold the camera steady in your hands, hold your breath and softly press the shutter release button. If you need to take lots of pictures in one session, we would advise using a flexible clamp mount. We use one ourselves and can confirm that it does the trick.

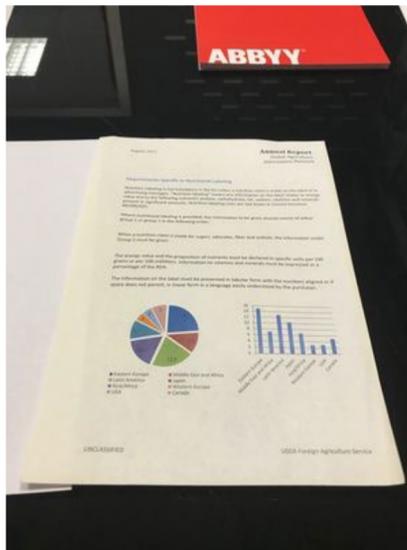
4. Shadows and glare. These, too, are also caused by uneven or insufficient lighting. Using the flash may help, but its trickier with small objects like business cards. Hot spots may occur where you least expect them. If your text is printed on glossy paper, position the camera so that you don't see the direct reflection of the lamp on the document. Light should be evenly distributed over the document. Look out for shadows. Remember that your arms can obstruct the light and cause shadows too. If this is the case, you may want to reposition the camera, move to another room or add an extra light source.



5. “Difficult” backgrounds. These can cause some headache. The background is not the subject, but it often attempts to pull the focus to itself. The general rule of thumb is to shoot against uniform backgrounds and have as few other objects in the frame as possible. Avoid white backgrounds, though.



6. Poor angle. If you shoot at an angle, rather than positioning the camera directly above the document, make sure that the angle is not too steep. Otherwise, the image correction algorithms may become helpless. The trapezoid correction mechanism can work wonders, but it’s not omnipotent and won’t be able to restore the document to its normal rectangular self if you shoot it from a prone position.



7. Camera problems. Not all device cameras are created equal. If you plan to use your smartphone as a portable scanner, take a closer look at its camera specs. It should produce a sharp picture across the entire frame, be able to adjust white balance reasonably well, not distort object boundaries, and perform well in different lighting environments. Smartphones tend to be equipped with better cameras than tablets.

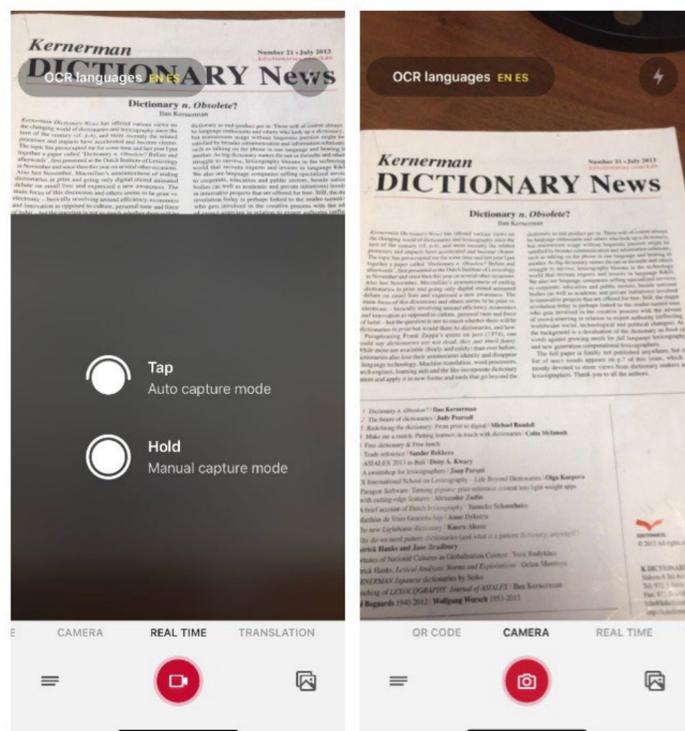
[Learn more in blog](#)



THE DIFFERENCE BETWEEN PHOTO AND RTR MODES IN TEXTGRABBER

Let's talk about [TextGrabber](#) – and more precisely, about the difference between the two modes of shooting – Photo and Real-Time Recognition (in [TextGrabber](#) Android the mode is called Video). Even though the result of OCR in both cases will be similar (the text on the ad is recognized anyway), we suppose that it'll be interesting and useful for you to know a few things about the principles of operation of these two modes.

When using Photo mode in [TextGrabber](#), a text is recognized from a previously saved image, either made right now in the application or downloaded from the device storage. So, you can take a picture of the ad you just saw and then recognize it or take a picture directly from the application and get the result instantly, while retaining the ad's photo in the gallery. In the Photo mode, you can recognize quite large images, but do not expect to save formatting or super-quality for A4 pages; for such purposes, it's better to use [FineScanner](#).



But if you do not need an ad picture, and only the information on it is important, use RTR. In Real-Time mode, the recognition goes directly from the camera lens, without saving the image. If you briefly press the red shooting button, auto mode will turn on when the recognition process stops as soon as the best recognition result is reached – and the already recognized text appears on the screen. If you hold down the capture button and hold it, manual mode is activated, so you can control the recognition process yourself and stop OCR when the results are best for you. As a result, Real-Time Recognition is ideal for small texts with “actions” – web address, phone number, address, e-mail. Took a moment to recognize, clicked on the result and immediately continued to work with the information.

[Learn more in blog](#)



REAL TIME TRANSLATION IN TEXTGRABBER

Getting translations when online on Android

When your mobile device is connected to the Internet, [TextGrabber](#) Android can translate text into [104 languages](#). Here's how it works:

1. Open the camera and turn on the video mode.
2. Tap the **Translate** button in the right-hand part of the screen.
3. Make sure the right “to” and “from” languages are selected (the language of the original is displayed on the left).
4. Tap the camera button and wait a few seconds—you will briefly see the captured text at the bottom of the screen followed by its translation.
5. You can share the translation with other users by tapping the corresponding button in the bottom right corner.
6. Tapping the **Save** button on the right will open an editor, with the captured text displayed at the top and the translation at the bottom. Here you can make any

necessary changes to the captured text and update the translation by tapping the **Refresh** button.

7. To translate another fragment, tap the **List** button to go to the notes bar and then tap the red “plus” icon.

Getting translations when offline on Android

When no Internet connection is available, [TextGrabber](#) Android will rely on its offline dictionaries to provide you with verbatim translations between English and the following nine languages:

1. Chinese simplified
2. German
3. Spanish
4. French
5. Indonesian
6. Japanese
7. Polish
8. Portuguese (Brazil)
9. Russian

Each dictionary contains about 10,000 most common words and will give travellers and holidaymakers a good general idea of what a particular text snippet is about. No additional downloads are required, as all the dictionaries are already included in the setup pack.

Here's how RTT works when your device is not connected to the Internet:

1. When TextGrabber detects that your device is offline, it will prompt you to switch to offline translation mode and the antenna icon in the centre of the screen will become active. When Internet connection is re-established, the app will automatically switch to online translation.
2. You can also manually switch to offline translation, which may be useful, for example, if the roaming charges are unreasonably high. To do this, open the TextGrabber settings while in the notes screen and enable the **Use offline translation**.
3. Select the appropriate “to” and “from” languages, point your phone to the text fragment that you want to be translated, and tap the camera. You will briefly see the captured text followed by its translation. If TextGrabber can't find a word in its dictionaries, the word will be displayed in its original language in the results window.
4. You can edit, save, and export results in the same manner as when you are in online mode.

[Learn more in blog about real-time translation on Android](#)



OCR AND TRANSLATION OVERLAP IN TEXTGRABBER ANDROID



We've added an entirely new viewing mode. Here's how it works:

1. While in photo mode, select an OCR language.
2. Take a snapshot of some text that you want to capture and translate (e.g., the name of a dish at a restaurant or some text on product packaging).
3. Review the OCR results, which will be superimposed on the photo.
4. The app may have its doubts about some of the words. These will be highlighted in yellow. Double-tap any yellow word that needs correction and make the necessary edits.
5. Now select a target language and click "Translate" at the bottom of the screen.
6. The translation, too, will appear over the photo, superimposed on the respective fragments of the original text. Pretty nifty, eh?

7. Tap “Save” if you want to create a new note from the grabbed and translated text. Notes can be edited and shared the usual way.

[Learn more in blog](#)



HOW TO OPEN A CSV FILE FROM BCR IN EXCEL

1. Start Microsoft Excel and open a new workbook.
2. On the menu bar at the top, click **DATA > External Sources > From Text**.
3. Select your CSV file and click **Get Data**.
4. Select the **Delimited** option and click **Next**.
5. Under **Delimiters**, check **Comma** or **Semicolon** (depending on your region) and click **Next**.
6. In the **Column data format** section, select **General** and click.
7. Now tell the program where you want to put the data and click **OK**. Your business cards will be displayed in the current spreadsheet.

Important! The delimiter you select in step 5 depends on your region. You can experiment with different delimiters, checking their effect on your data in the **Data preview** section at the bottom of the Text Import Wizard.



EXPORT FROM BUSINESS CARD READER IOS AND AN- DROID TO SALESFORCE CRM

On Android

1. Firstly go to BCR Settings to Salesforce menu and enter your Salesforce login and password.
2. After successful login, you'll see the list of BCR fields that can be exported to Salesforce. If something's missing, you can add them by tapping +. You can then edit them in the same menu.
3. In the same menu, you can adjust saving settings. You can choose where to save all new biz cards, for example, "Salesforce". If you don't want to export all contacts to Salesforce, you can choose the option "Always ask" or export business cards to Salesforce from Cardholder manually.
4. Let's proceed to scanning: scan a biz card and check if all fields are filled in correctly.
5. Save a business card and choose an option with Salesforce export.

6. You can now edit or delete fields. Also, you can add new ones by pushing +.
7. Tap Export. Success! The new contact is now exported to Salesforces and saved to your phone.
8. You'll see a blue cloud near exported biz card.



DIFFERENCE BETWEEN TEXTGRABBER AND FINESCANNER

Quite often our users approach us with this question: what's the difference between [TextGrabber](#) and [FineScanner](#) if both of them recognize text? You've come to the right place: we are here to explain, clarify, and enlighten!

[TextGrabber](#) is designed to recognize small text fragments, especially in real time. A paragraph or two – that's where it is at its best. You can use it to capture a dish on the menu, a fragment in a book in a foreign language, a sign at the airport, or a list of ingredients on a label. Of course, you can try and recognize an entire A4 page, but you have been warned. On the plus side—no Internet is required! On the minus side, it understands only 60+ languages and is most comfortable with plain text without heavy formatting.

A pleasant perk, [TextGrabber](#) not only recognizes text, but it can also translate the result into 100+ languages. Live recognition offers some interactive features: tap recognized text to send a message or e-mail, make a call, save the text to contacts, find a location on the map, open a URL in a browser, or create an event in the calendar.

Now to [FineScanner](#). Its main function is to scan large multi-page documents or books into PDF or JPG. It's intended to replace your desktop scanner. It also allows you to recognize scanned documents to make them editable. The OCR feature requires an active Internet connection, but it can handle texts in 193 languages and convert the results into a dozen formats, including Word, Excel, PowerPoint, Searchable PDF, RTF, EPUB, and FB2.

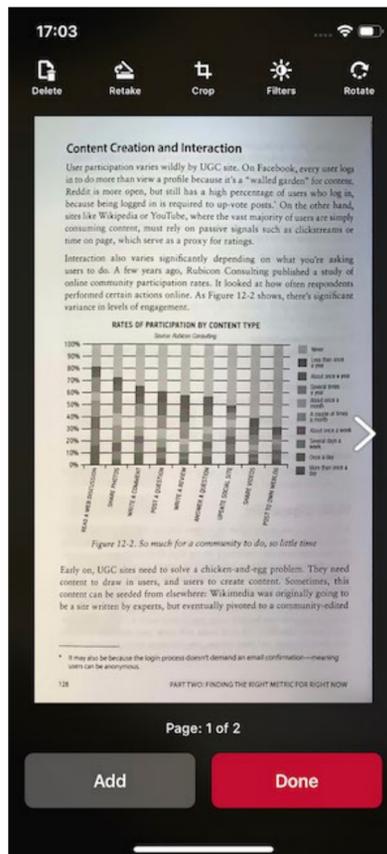
To sum up. [TextGrabber](#) recognizes and translates small printed text fragments and [FineScanner](#) scans and converts full-sized pages of books and large documents.

[Learn more in blog](#)



FINESCANNER VS SMARTPHONE CAMERA

Now and then our users start thinking that taking a photo in [FineScanner](#) and taking one with a regular smartphone camera is virtually the same thing. Yes, we are constantly in a rush and don't always pay attention to detail. It is not that similar. Let's have a look.



Unlike regular cameras, [FineScanner](#) is trained to:

- Automatically correct the perspective of a document, make it a decent rectangle, and delete the background (a part of the table that you are taking a photo at, for example).
- Remove the noise, increase image sharpness and brightness by using black and white, color, and grey filters.
- Facilitate document search by allowing you to look for the doc by its name, date or tags instead of scrolling through the whole feed.
- Recognize text and search in it as well as to add signatures, make adjustments, and add comments.
- Automatically upload relevant documents to favorite clouds.
- Export documents as a multi-page PDF (in addition to a one-page JPEG) when its good to go.

We hope this will help you to tell the difference.

[Learn more in blog](#)



HOW TO RESTORE YOUR ABBYY CLOUD PASSWORD IN BCR

Bad things may happen to good people. If you lose your ABBYY Cloud password, here's how you can easily restore it in [BCR Android](#):

1. Start [BCR](#).
2. Tap **Settings > Sync**.
3. Tap **Sign In > Forgotten your password?**
4. Enter the e-mail address that you use for your account and tap **OK**. You will receive an email with a link for resetting your password. Open this email in Gmail on the device with BCR and tap the link.
5. In the **Which app to use?** screen, select BCR.
6. The BCR app will open, prompting you to create a new password.
7. If you don't see the new password screen, temporarily disable your default browser:

- Tap **Settings > Apps**.
- In the list of apps, select the browser that opens when you click the link in the e-mail message and disable it.

If the above steps don't work for you, try this:

1. On the device with [BCR Android](#), start Google Chrome, go to your preferred mailing service (Gmail, mail.ru, etc.), and open the message with the password reset link.
2. Tap the password reset link and select **Open in new tab**.
3. A window will pop up saying **Open with app**.
4. Select BCR.
5. The BCR app will be launched, prompting you to create a new password.

There you are! Stay secure and safe.

[Learn more in blog](#)



SAVING BUSINESS CARDS FROM BCR TO CONTACTS

[Business Card Reader](#) lets users save business cards not only within the app but also to your phone's **Contacts** app or address book.

Option 1. Always save business cards to Contacts.

1. Go to [BCR](#).
2. Find the **Save contacts to**.
3. Select **App and address book**.

Option 2. Save to Contacts only some business cards.

1. While in [BCR](#) settings select **Always ask**.
2. In this case, the app will suggest saving options. Select **Contacts**.

Option 3. Add BCR-stored business cards to Contacts.

1. Open a business card, which you want to add to **Contacts**.
2. Click a three-dot icon > **Save to contacts**.

Option 4. Add all saved business cards to Contacts.

1. While in the main screen of the app, click a three-dot icon > Export contacts.
2. Voilà! Information from the card is imported to your **Contacts!**

[Learn more in blog](#)



LONG TAP ON ABBYY APPS ICONS ON ANDROID- SMARTPHONES

On Android devices, the same feature is implemented with a long press on icons. This function only works with Android 7.1 or newer. Just click an icon and hold it for a second or so. An additional menu will open. It is worth noticing that this feature is not supported on some branded firmware. Here are a few functions that are accessible by long pressing on icons in Android.

[Learn more in blog](#)



SMART GALLERY WITH ARTIFICIAL INTELLIGENCE IN FINESCANNER

[FineScanner AI](#) is now even faster and easier to use thanks to the new Smart gallery function: FineScanner AI has “learned” to automagically seek out images of documents with text in your gallery.

Let’s say you urgently need to find a contract that you took a photo of on the fly a year ago. Try to remember how many photos you’ve taken over the last year. That number will likely be in the hundreds. [FineScanner AI](#) will ignore all photos that aren’t relevant and will select only the images that contain text, meaning you won’t have to scroll through your gallery full of sunset and cat pictures ;)

As soon as you choose a document, [FineScanner AI](#) will improve its quality by removing the background (for example, the desk that you took the photo on), correcting the perspective, shaping the photo into a proper rectangle, and using filters to improve the brightness and contrast. This means that the right file is found and turned into an ideal scanned copy.

Images with text are looked for using a neural network that we have developed ourselves, based on [Google's TensorFlow Lite](#). The images are sorted directly on your phone without the need for an internet connection, meaning this feature will work offline as well. To create a neural network that works properly, we have been training and improving our network for over a year, making it sort through hundreds of thousands of images. We are particularly proud of its image processing speed — about 13 milliseconds per file. By the way, this is the same amount of time [needed for the human brain](#) to process an image.

How exactly does it work?

1. Launch [FineScanner AI](#).
2. Tap the + button.
3. In the lower right corner, tap on the gallery icon.
4. You will be taken to an improved version of your gallery — there, magic will be happening.
5. At the top, a new section called “Images with text” will appear. There, the AI will sort your images and suggest those that contain text.
6. You can scroll left and right through the sorted images, or you can tap “See all” to see all documents found by the neural network.
7. Choose one or more images for further processing.

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OFFLINE TEXT RECOGNITION IN FINESCANNER

If you need the text to be processed immediately and as privately as possible — select “Plain Text”. After a couple of seconds, you will have a saved TXT file (without the source formatting). The text recognition takes place on your device without any communication with the server and supports 63 languages. You can select up to three different languages for a single document.

Now, a lack of internet and expensive data when travelling abroad will no longer prevent you from using [FineScanner AI](#) — you can now extract text from documents offline!

If you need to keep the source formatting, use online recognition. To do this, select “Preserve original formatting”. Like before, [193 languages](#) are supported, and you can save your results in one of the [12 available document formats](#). When using the online recognition function, processing is done over the internet, meaning the task might take some time.

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