

OCR

Yes No

Area recognition	Check area recognition completeness and correctness in the OCR software
Text readout correctness	Check text, numeral (incl. digits / numbers with separators) and problematic area completeness
Segmentation	Prepare the file for translation in CAT tools (ensure proper CAT segmentation)

DOCUMENT FORMATTING

Special formatting	Reproduce superscripts and subscripts (m ² , etc.), symbols (0,±,Vi, etc.) as well as italics, underscores and bolds
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BUILDING AND OPTIMISING DOCUMENT STRUCTURE

Structure	Create a two-column table with the readout text (the left column including hidden text and the right column including unhidden text)
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ADDITIONAL GUIDELINES

Additional instructions	Are additional client's instructions implemented? <i>E.g.: check all instances of a particular expression</i>
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