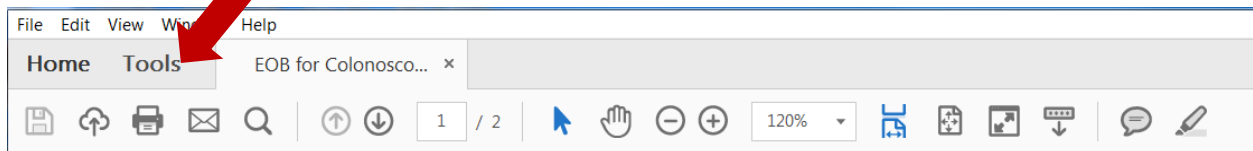


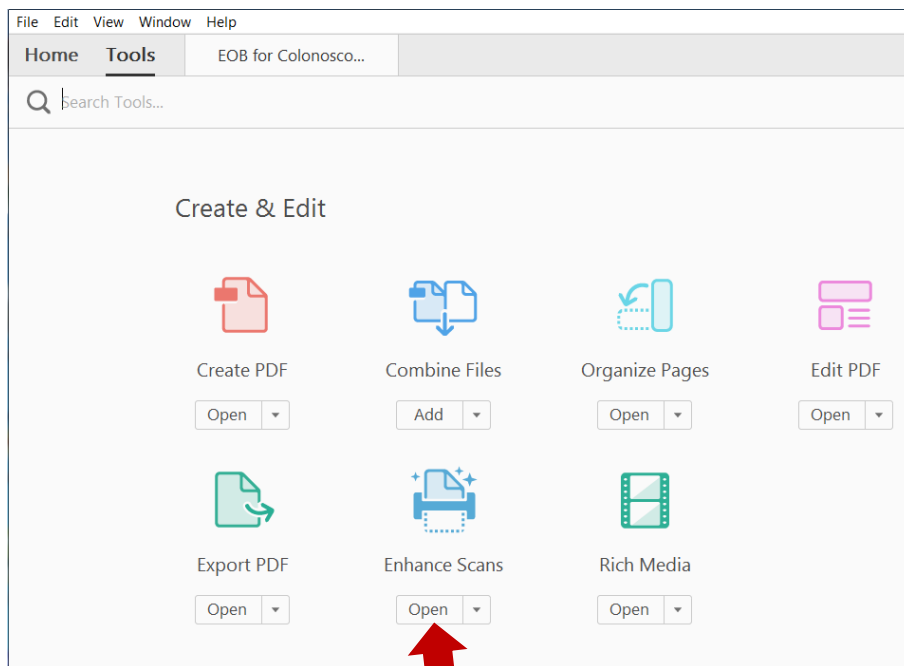
Convert a Scanned PDF to Recognizable Text

Check if the document has recognized text. If you try to highlight text and cannot, the text is not recognized. Follow these steps to convert it:

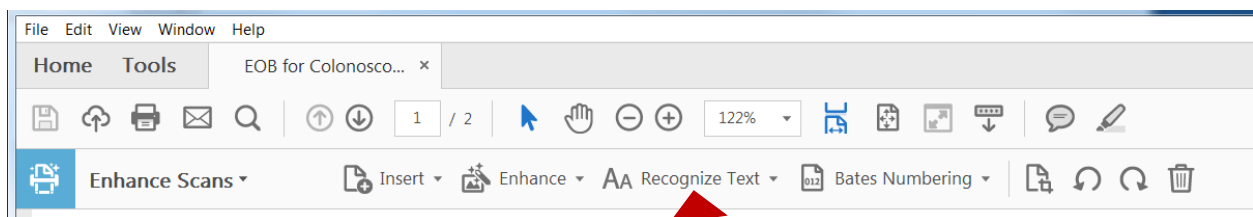
1. Open the scanned PDF. Click on Tools.



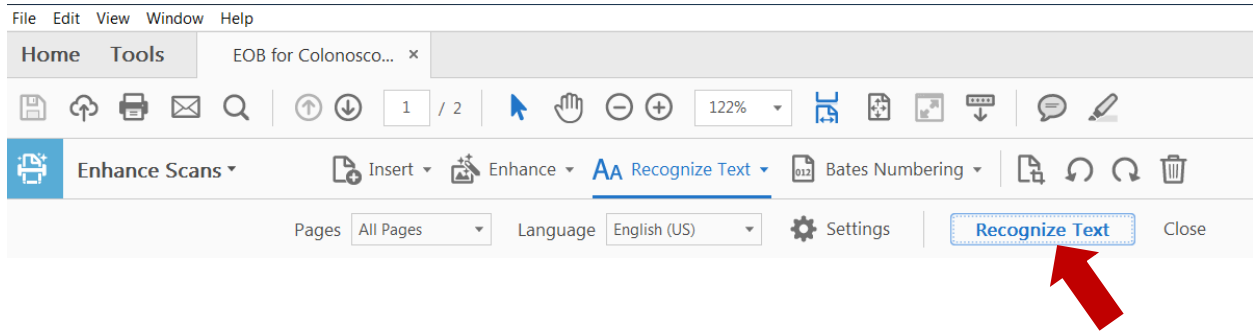
2. Click Open under Enhance Scans.



3. Click Recognize Text. A drop down menu will appear. Click on This File.



4. Click Recognize Text. The document will convert to text that is recognized as text by a screen reader. This may take several minutes. Save the revised document.



After the conversion, you should be able to highlight text with your cursor.