

How to Turn Images to Text with Google Docs OCR

Have you ever found yourself in a situation where you had to manually type out information from a scanned document? When you scan a document it is saved as a picture and impossible to edit the text.

Fortunately, there's a solution that can help streamline this tedious task: Google Docs OCR. **Optical Character Recognition (OCR)** technology allows Google Docs to recognize text from images and convert it into editable digital text.

What is Google Docs OCR?

Optical Character Recognition is a technology designed to help users with data extraction. This technology helps convert the text from an image or a scanned document, into a format that the computer is able to read and edit.

Knowing this, Google Docs OCR is essentially one of the free alternatives offered by Google Drive to convert images of text into editable text. The process behind Google Docs OCR is nothing more than uploading images from which you need the data, into Google Docs, and exporting the data as a text format into your computer.

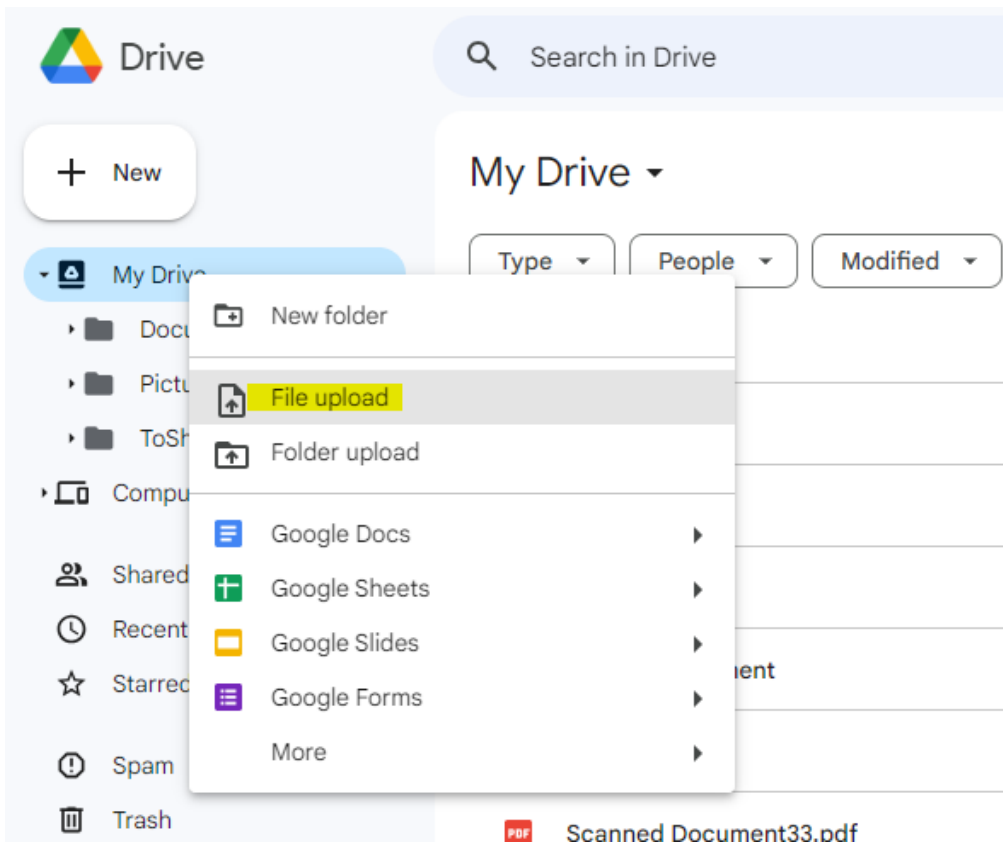
Let's take a detailed look into the steps needed to convert an image to text using Google Docs OCR.

How to Use Google Docs OCR to Convert Images to Text?

Step 1: Scan your document.

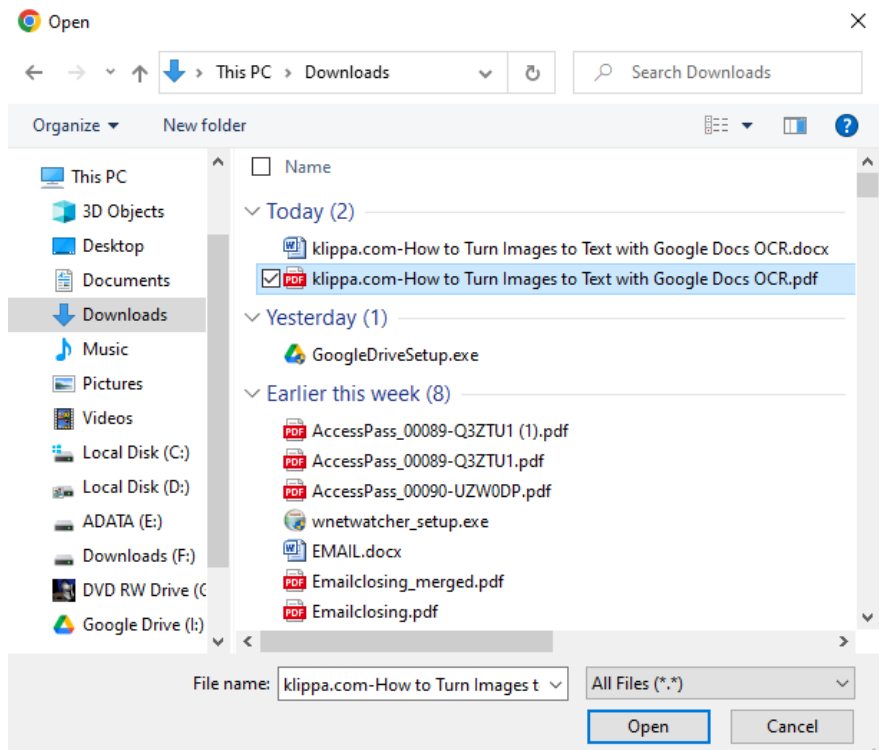
Step 2: Upload your scanned document into Google Drive:

Open Drive and right click on My Drive then on File Upload.

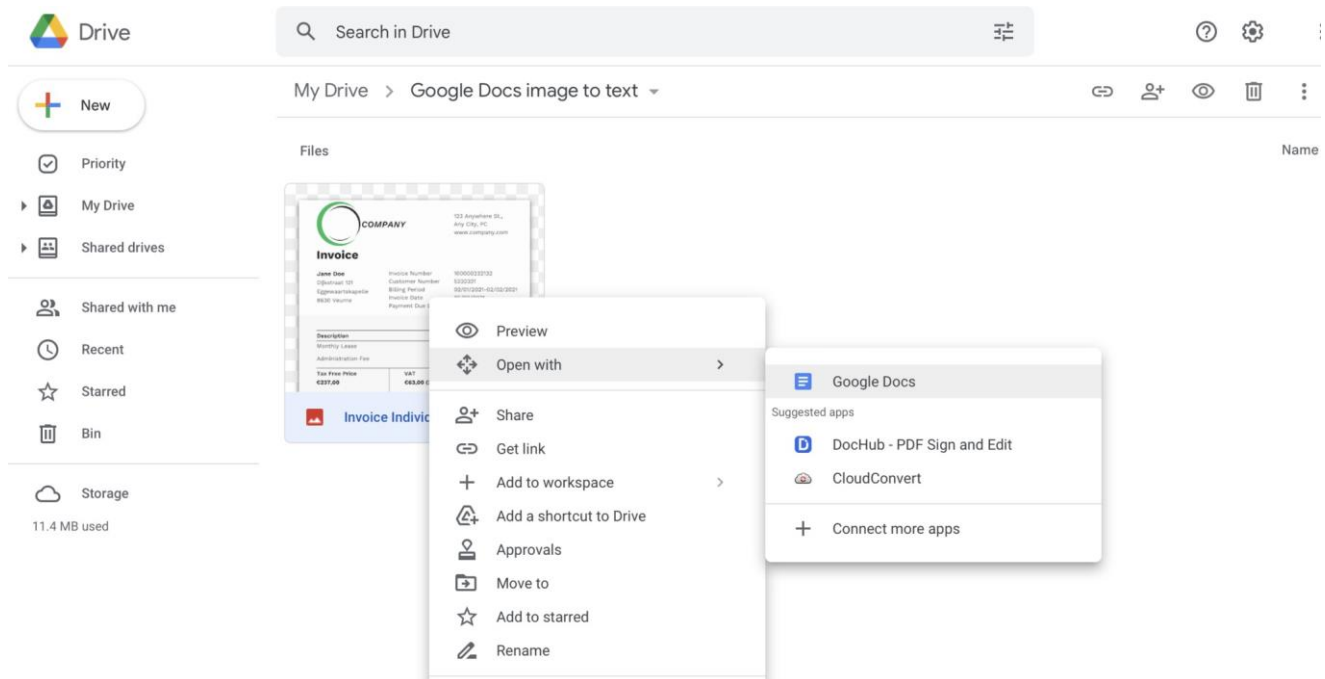


It is important to remember that Google Drive supports documents with .jpg, .png, .gif extensions and PDF files with a maximum size of 2 MB.

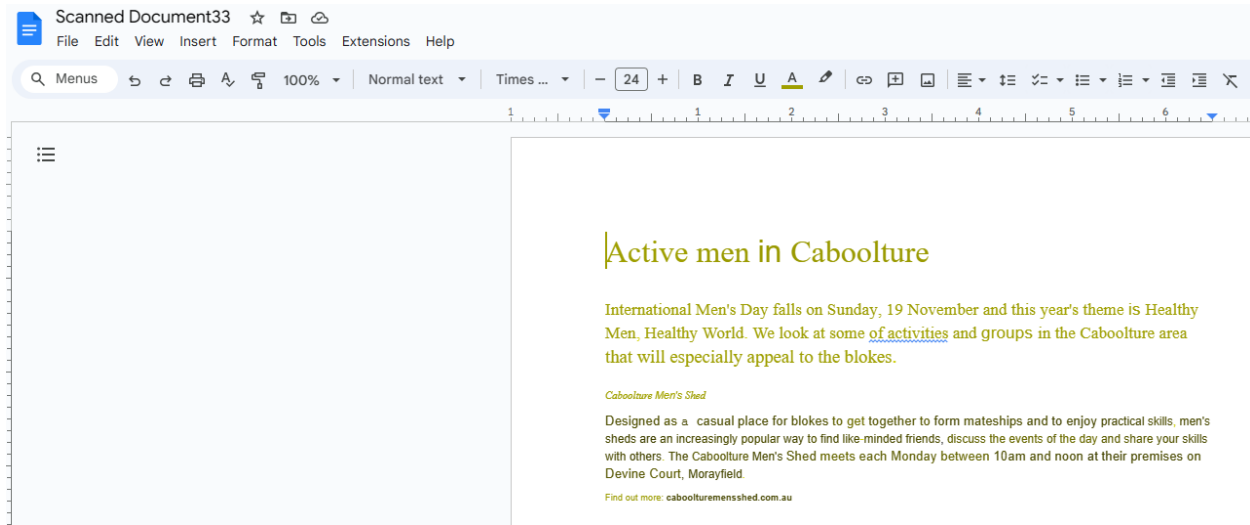
Step 3: Select the file you want to upload and click Open:



Step 3: In Google Drive: Right-click on your image. Select Open with > Google Docs.



After selecting to open your file with Google Docs, wait for a bit and a new document will open, containing the newly converted text.



Now you can edit the document.
Documents are automatically saved when using Google Documents.