To create synergies, we bring together other independant projects into the translation tool. More information on these projects can be found at www.afeefa.de/translate.

1. Choose a project
   There are two projects belonging to Afeefa.de:
   → Entries of public organisations (orgas@afeefa.de)
   → Offers of private initatives or people (MarketEntries@afeefa.de)
   Every content has to be translated.
   Market Entries will be prefered, since they are usually temporary.
   Via **Chat (1)** you can contact the phraseapp support team if you have any questions about navigation/management etc.
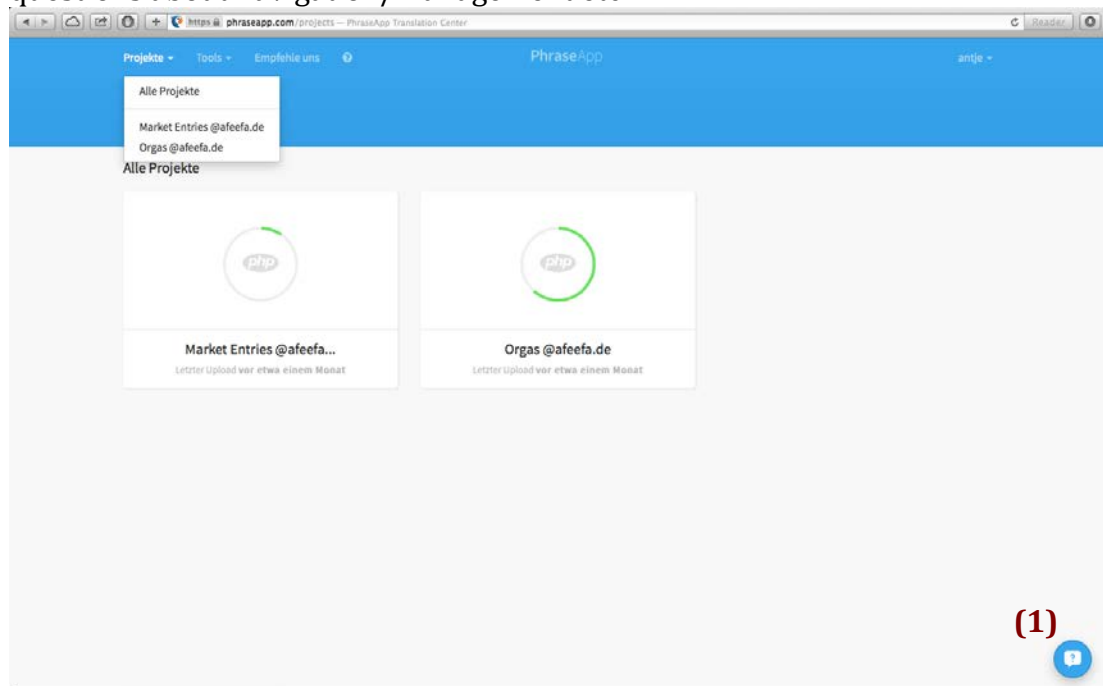
By viewing the **dashboard** you will always see the latest developments within the choosen project:
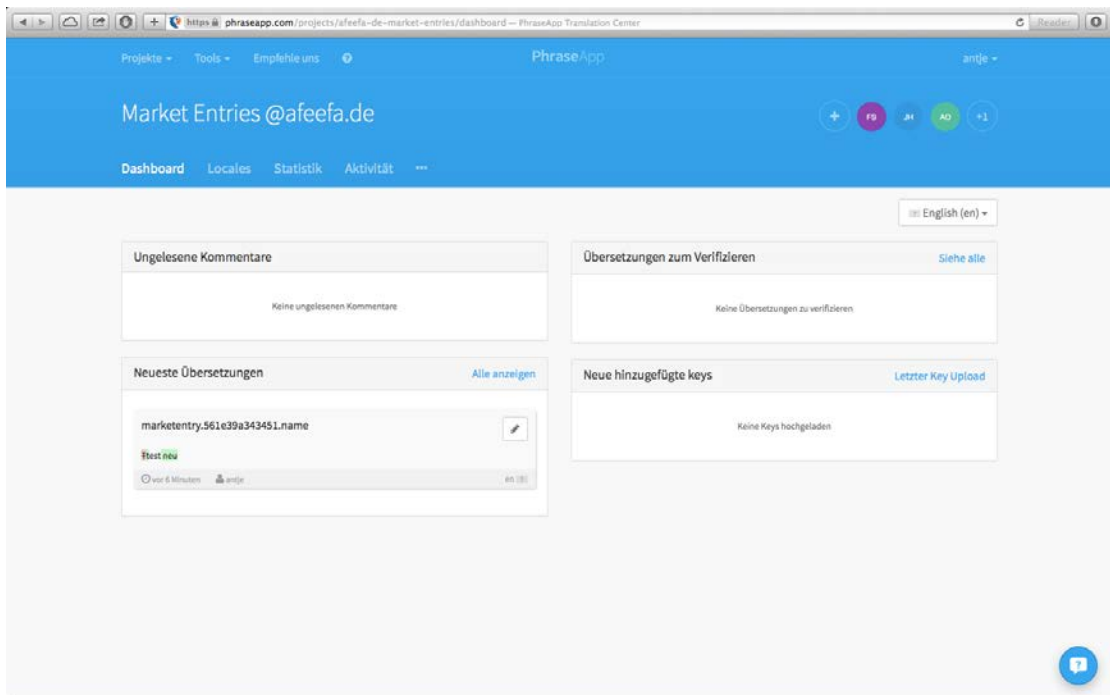
2. By using the display **Locales** all ten available languages on the website will be shown. There you get an overview about all missing translations in the particular language.
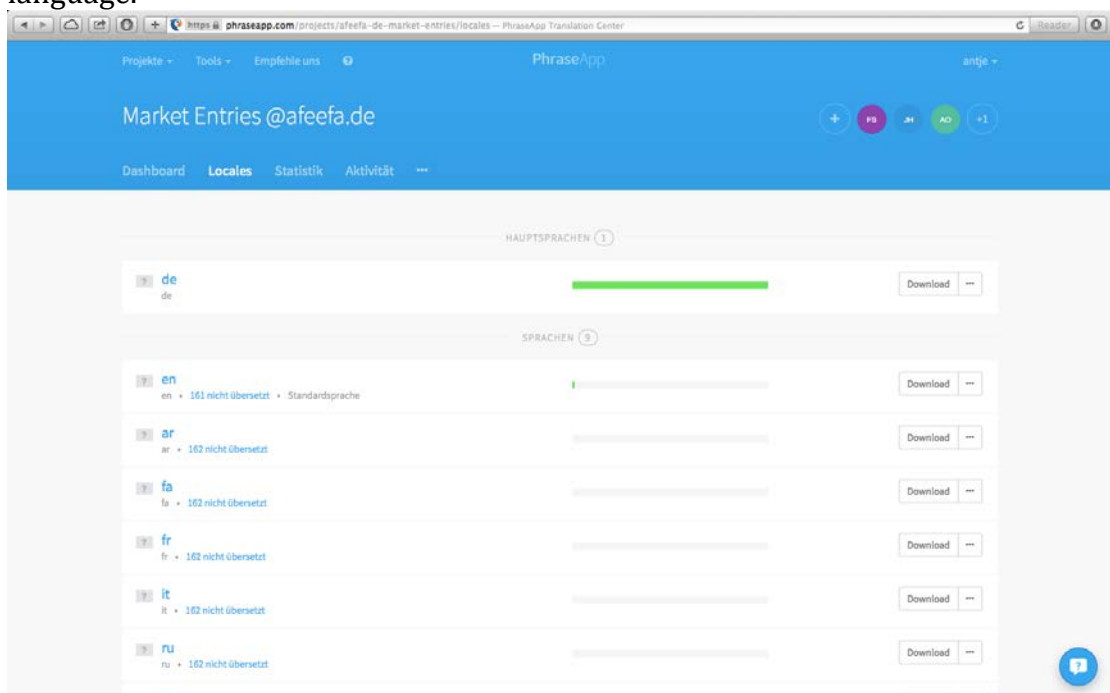
3. After you have choosen your target language you have the possibility to choose in which source language the content will be displayed on the left side (on condition that the entries are already translated in the choosen language). You can enter your translation in the (generally) blank field on the right side. For each entry you can leave requests or notes for other translators above the **function for**
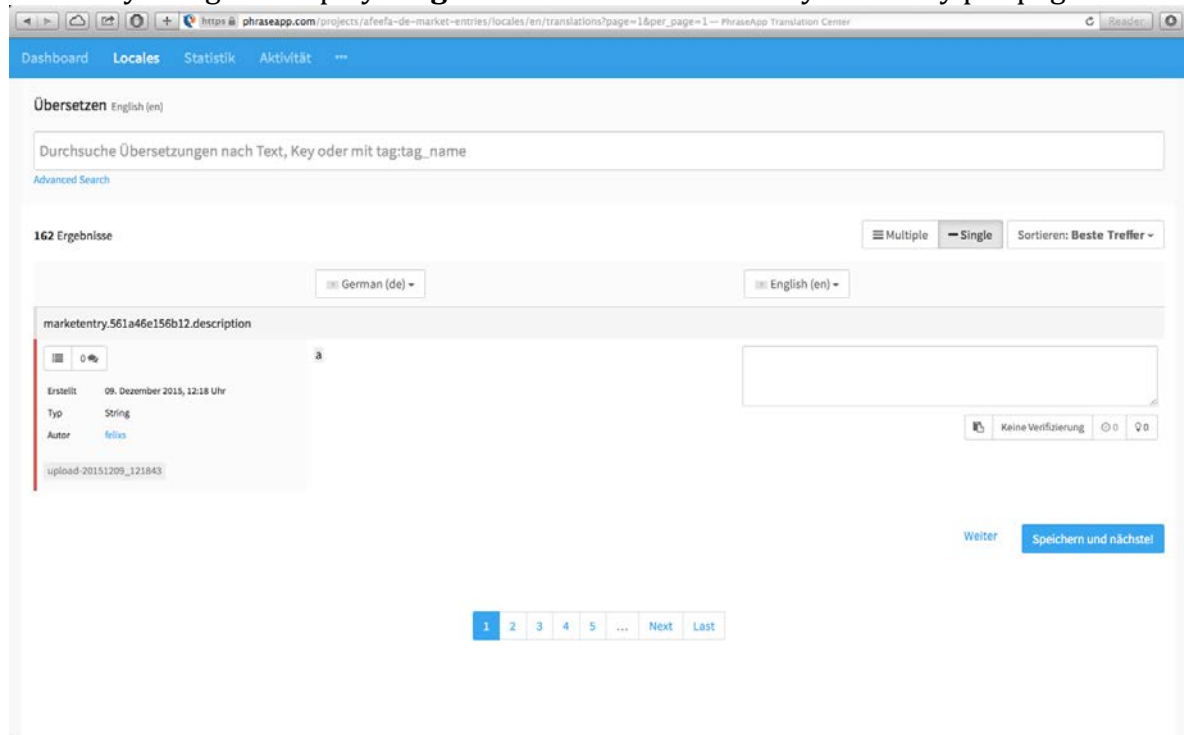
comments (2).

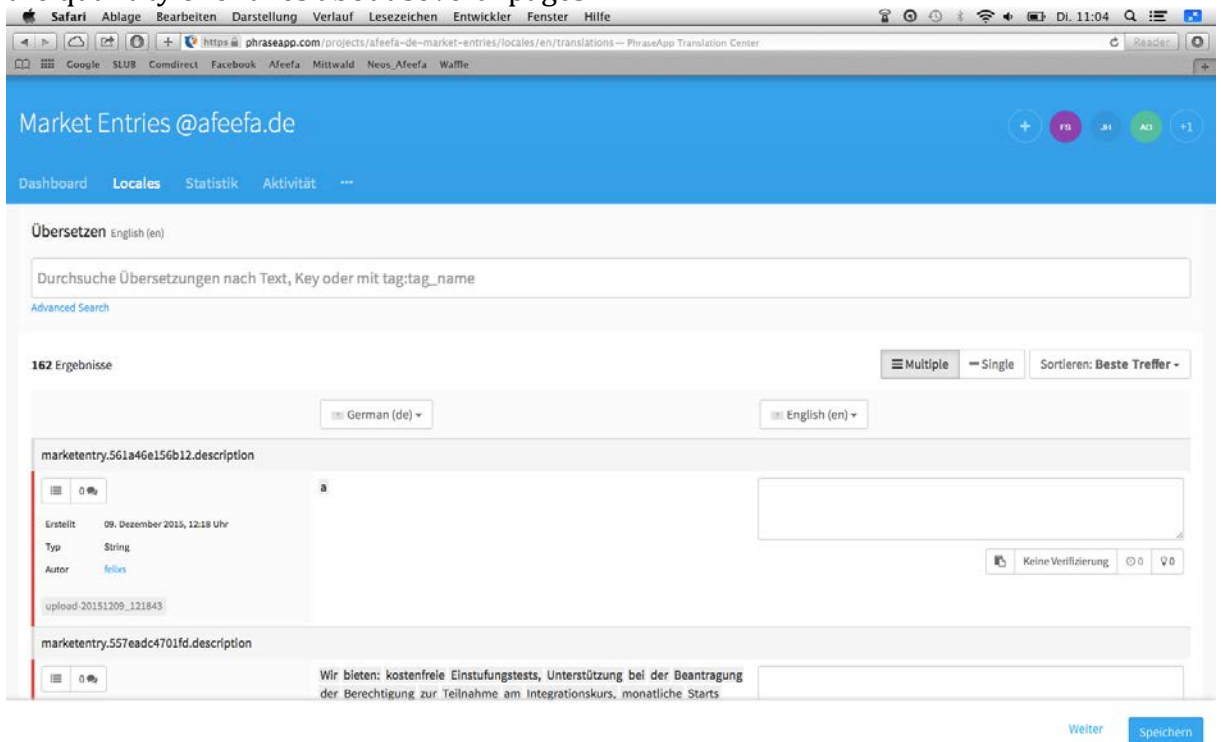You can change the target language on the right side again:
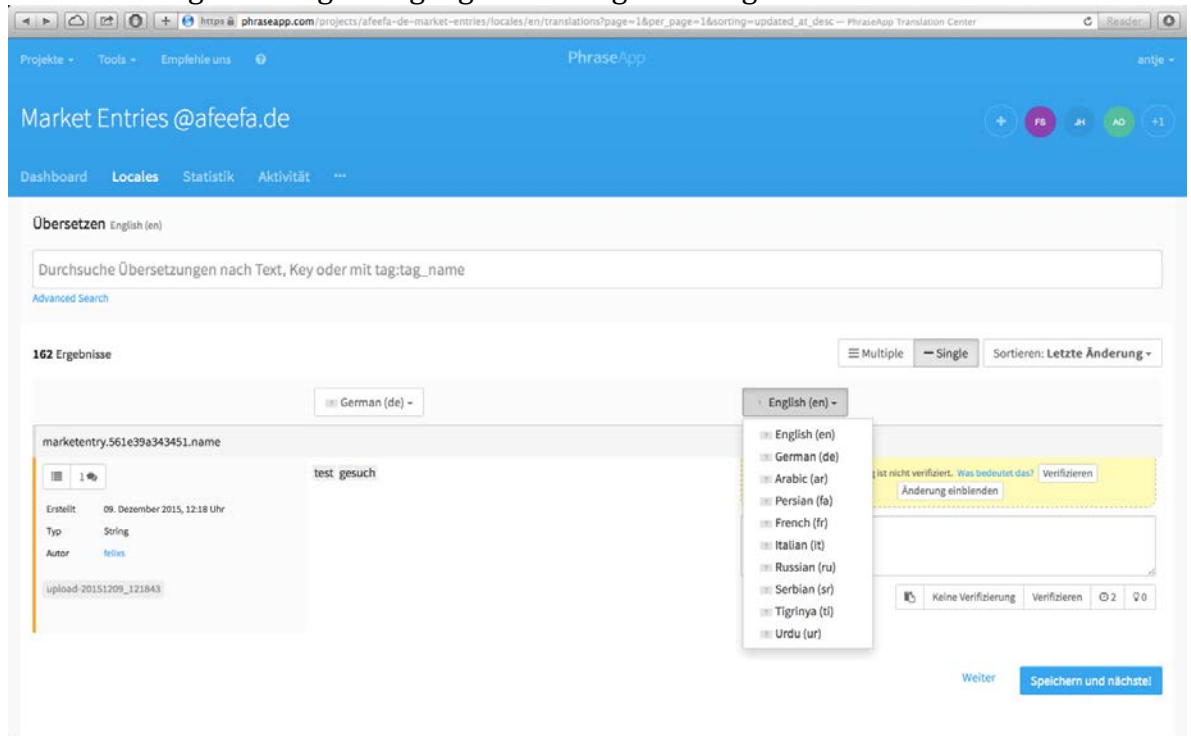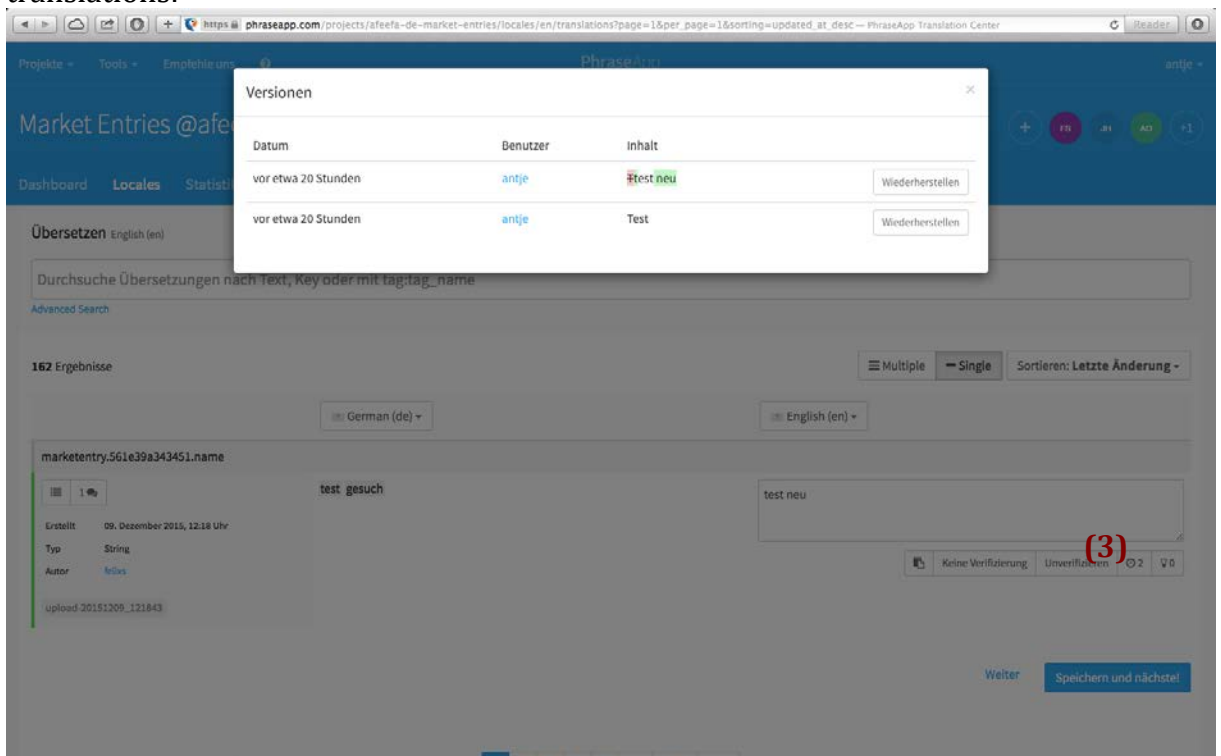

4. Display/order of the entries

By using the display **Single** there will be shown only one entry per page.

By using the display **Multiple** there will be shown several entries. According on the quantity of entries about several pages.

By using **Versionen (3)** you can display or recover all previous suggestions for translations:

By using the **Avanced Search (4)** you can display all entries that are not translated in the respective language.

Every entry gets a **(KEY)** which is constituted by a **key.description (5)** and a **key.name (6)**
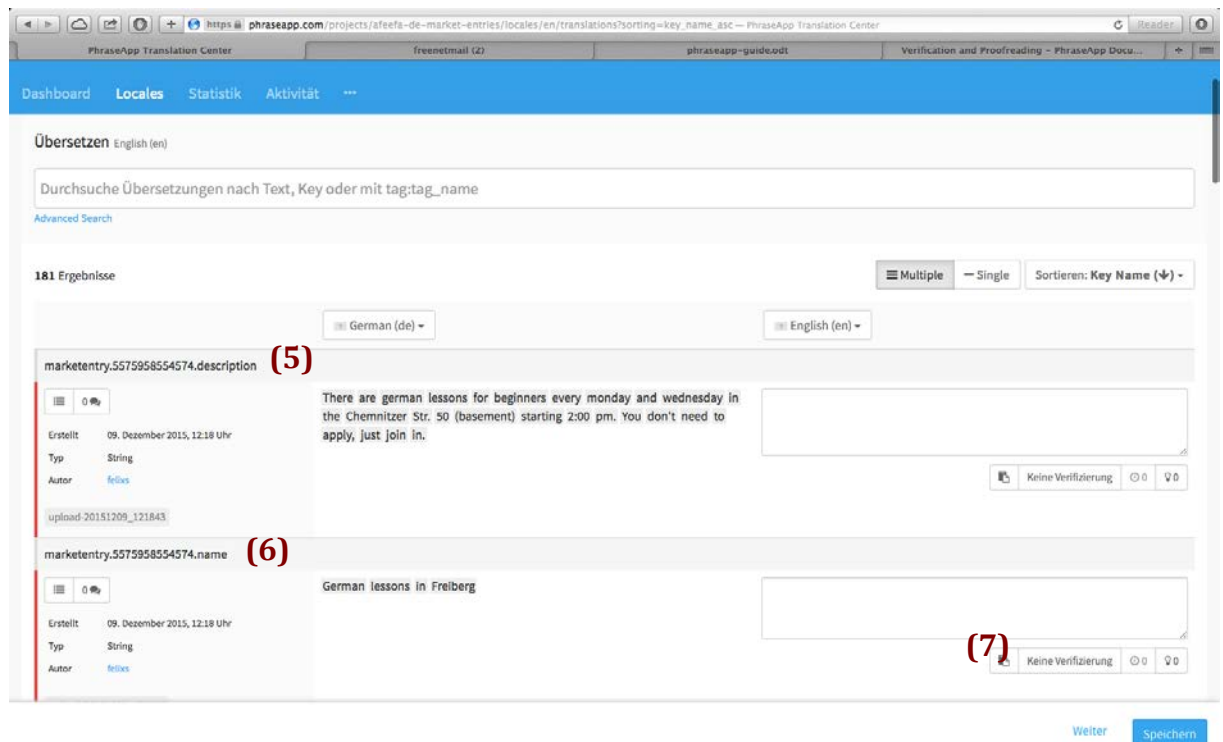
The **key.description** contains a detailed description of the offer, which should be translated completely.

The **key.name** contains always the name of the organisation/initiative or the person, that made the offer. A translation for that name is only needed if it's useful (if it's a contribution for the understanding of the users). If there is no translation necessary, there is also no transfer in the target input field needed.
Useful translation f. i.: „Das Interkulturelle Sofa" > „The intercultural couch"
No translation needed, f. i.: „Ökumenisches Informationszentrum e. V."

Verifcation (7) of the single entries:
After the translation of an entry it have to be verified by the translatorThereby the entry is approved for publishing.
In case of a modification in the original entry (in German; German is the main language), every previous verification in the target language will be abolished. So the translation has to be updated and verified again.