



## Learn More

Links	Screen
<p><b>Module 1</b></p> <p>Writing style</p> <ul style="list-style-type: none"> <li>Lionbridge, (2019) Writing for Translation: 10 Translation Tips to Boost Content Quality: <a href="https://www.lionbridge.com/blog/translation-localization/writing-for-translation-10-expert-tips-to-boost-content-quality">https://www.lionbridge.com/blog/translation-localization/writing-for-translation-10-expert-tips-to-boost-content-quality</a></li> <li>Microsoft, (2019) Microsoft Writing Style Guide: <a href="https://docs.microsoft.com/en-us/style-guide/welcome">https://docs.microsoft.com/en-us/style-guide/welcome</a></li> </ul> <p>Terminology</p> <ul style="list-style-type: none"> <li>GALA, (2019) Professional Corporate Terminology Management: Tips and Tricks for a Successful Introduction: <a href="https://www.gala-global.org/publications/professional-corporate-terminology-management-tips-and-tricks-successful-introduction-0">https://www.gala-global.org/publications/professional-corporate-terminology-management-tips-and-tricks-successful-introduction-0</a></li> <li>TerminOrgs, (2019) Terminology Starter Guide: <a href="http://www.terminorgs.net/downloads/TerminOrgs_StarterGuide_V2.pdf">http://www.terminorgs.net/downloads/TerminOrgs_StarterGuide_V2.pdf</a></li> </ul> <p>Formatting</p> <ul style="list-style-type: none"> <li>How-To Geek, (2019) The Interface, Fonts, and Templates: <a href="https://www.howtogeek.com/school/microsoft-word-document-formatting-essentials/lesson1">https://www.howtogeek.com/school/microsoft-word-document-formatting-essentials/lesson1</a></li> <li>Rike Franklin, (2019) Frustrated with FrameMaker?: <a href="http://rikefranklin.com/homepage/tech_assignments/framemaker_manual.pdf">http://rikefranklin.com/homepage/tech_assignments/framemaker_manual.pdf</a></li> </ul> <p>Layout</p> <ul style="list-style-type: none"> <li>Accredited Language Services, (2019) How to Prepare a Document's Layout Before Translation: <a href="https://www.accreditedlanguage.com/translation/how-to-prepare-a-documents-layout-before-translation">https://www.accreditedlanguage.com/translation/how-to-prepare-a-documents-layout-before-translation</a></li> <li>MtM LinguaSoft, (2019) Tips on Graphic Design for Translation 1: Styles, Layouts, Fonts: <a href="https://www.mtmlinguasoft.com/tips-on-graphic-design-for-translation-1-styles-layouts-fonts">https://www.mtmlinguasoft.com/tips-on-graphic-design-for-translation-1-styles-layouts-fonts</a></li> </ul>	





## Links

### Module 2

#### Creating a TM

- Goldsmith Translations, (2019) An Introduction to Translation Memory:  
[https://www.goldsmithtranslations.com/publications/An\\_introduction\\_to\\_translation\\_memory.pdf](https://www.goldsmithtranslations.com/publications/An_introduction_to_translation_memory.pdf)
- SDL, (2019) How to use the translation alignment tool in SDL Trados Studio 2019:  
<https://www.youtube.com/watch?v=I9DGXVHkeYk>

#### Cleaning a TM

- SDL, (2019) Experience easier ways to manage your translation memory:  
<https://www.sdl.com/software-and-services/translation-software/sdl-trados-studio/tm-maintenance.html>
- eXcel translations, (2019) Best Practices for Consolidating & Merging Translation Memories from Multiple LSPs: A Case Study: <https://exceltranslations.com/translation-memories-multiple-lsps>

#### Creating a Termbase

- SDL, (2019) How to create a termbase in SDL MultiTerm:  
<https://www.sdltrados.com/video/how-to-create-a-termbase-in-sdl-multiterm/112370>
- SDL, (2019) Creating a termbase - the data model, data categories and what to include:  
<https://www.sdl.com/video/creating-a-termbase-video/72090>

#### Cleaning a Termbase

- SAP, (2019) Are they worthy: What terms belong in a termbase?:  
<https://blogs.sap.com/2013/06/28/are-they-worthy-what-terms-belong-in-a-termbase>
- SDL, (2019) About Termbase Maintenance:  
[http://producthelp.sdl.com/SDL\\_Multiterm\\_2015/client\\_en/Creating\\_and\\_Maintaining\\_Termbases/Managing\\_Termbases/About\\_Termbase\\_Maintenance.htm](http://producthelp.sdl.com/SDL_Multiterm_2015/client_en/Creating_and_Maintaining_Termbases/Managing_Termbases/About_Termbase_Maintenance.htm)

## Screen

TM for technical writers

Preparing translation resources

Introduction Start Course Get Certified Learn More

Creating a TM

- ✓ An Introduction to Translation Memory
- ✓ Using Alignment in Trados Studio

Cleaning a TM

- ✓ Easy TM management
- ✓ Consolidating & Merging TMs from Multiple LSPs

Creating a termbase

- ✓ Creating a termbase in MultiTerm
- ✓ Creating a termbase (data model)

Cleaning a termbase

- ✓ What terms belong in a termbase?
- ✓ SDL termbase maintenance help

TM for technical writers: Learn more





## Links

### Module 3

#### File types

- SDL, (2019) How to prepare XML files in SDL Trados Studio:  
<https://www.sdltrados.com/video/how-to-xml-files/148860>

#### Importing a file

- SDL, (2019) How to update a file mid-project in SDL Trados Studio 2019:  
<https://www.youtube.com/watch?v=Mv9d0ph65jE&feature=youtu.be>

#### Testing translation output

- SDL, (2019) About Pseudo-translation:  
[http://producthelp.sdl.com/sdl\\_trados\\_studio\\_2014/client\\_en/About\\_Pseudo-translation.htm](http://producthelp.sdl.com/sdl_trados_studio_2014/client_en/About_Pseudo-translation.htm)

#### Project statistics

- multifarious, (2019) Cutting through the Studio Analysis...:  
<https://multifarious.filkin.com/2015/10/18/cttsa>

#### Translation packages

- multifarious, (2019) Being smart about a Studio Package...:  
[https://multifarious.filkin.com/2016/10/02/sdlppx\\_be\\_smart](https://multifarious.filkin.com/2016/10/02/sdlppx_be_smart)

#### Translator guidelines

- AFIT ROMÂNIA, (2019) Key requirements of the translation services standard EN ISO 17100:2015 and its implications:  
[http://afit.ro/doc/fisiere/FT2016/1\\_Monika\\_Popiolek\\_ISO\\_17100\\_Keynote.pdf](http://afit.ro/doc/fisiere/FT2016/1_Monika_Popiolek_ISO_17100_Keynote.pdf)

## Screen

TM for technical writers

Managing translation projects

Introduction Start Course Get Certified Learn More

File types

- ✓ XML file types in Trados Studio

Importing a file

- ✓ Updating a document mid-project

Testing translation output

- ✓ SDL pseudo-translation help

Project statistics

- ✓ Cutting through Studio analysis

Translation packages

- ✓ Being smart with Studio packages

Translator guidelines

- ✓ ISO 17100 - key requirements

TM for technical writers: Learn more





## Links

### Module 4

#### Filter options

- multifarious, (2019) Advancing the Advanced...:  
<https://multifarious.filkin.com/2017/12/19/advancing-the-advanced>

#### Spell check options

- multifarious, (2019) Hunspell dictionaries in Studio...:  
<https://multifarious.filkin.com/2018/10/31/hunspell-dictionaries-in-studio>

#### Term check

- SDL, (2019) checkTerm: <https://appstore.sdl.com/language/app/checkterm/749>

#### QA checker options

- SDL, (2019) ApSIC Xbench Plugin: <https://appstore.sdl.com/language/app/apsic-xbench-plugin/354>

#### Updating the TM

- SDL, (2019) SDL Data Protection Suite: <https://appstore.sdl.com/language/app/sdl-data-protection-suite/936>

#### Troubleshooting

- SDL, (2019) SDL Support: <https://www.sdl.com/support>

## Screen

The screenshot shows the 'TM for technical writers' interface. At the top, there's a teal header with the logo and the text 'TM for technical writers'. Below the header, there's a navigation bar with buttons: 'Introduction', 'Start Course', 'Get Certified', and 'Learn More'. The main content area is titled 'Finalizing the project'. It features a central icon of a clipboard with a checkmark. To the left of the icon, there are three sections: 'Filter options' with a link to 'Advancing the advanced', 'Spell check options' with a link to 'Hunspell dictionaries in studio', and 'Term check' with a link to 'checkTerm plugin'. To the right of the icon, there are two sections: 'QA checker options' with a link to 'ApSIC Xbench plugin' and 'Updating the TM' with a link to 'SDL Data Protection Suite'. Below these sections, there's a 'Troubleshooting' section with a link to 'SDL support'. At the bottom of the screen, there's a teal bar with the text 'TM for technical writers: Learn more' and navigation arrows.

