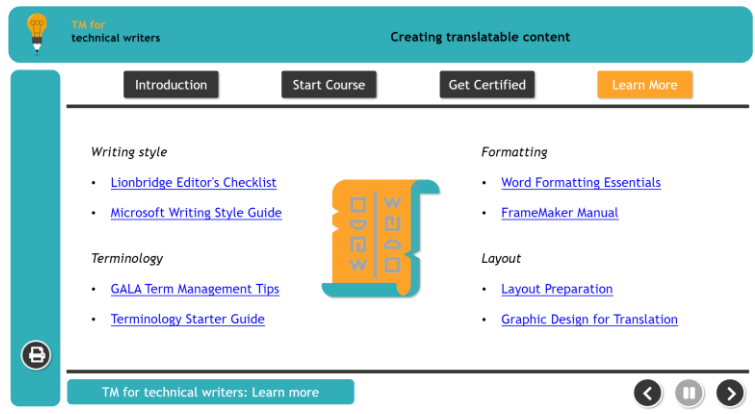




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<p>Module 1 - Creating translatable content</p> <p>Writing style</p> <ul style="list-style-type: none"> Lionbridge, (2019) Writing for Translation: 10 Translation Tips to Boost Content Quality: https://www.lionbridge.com/blog/translation-localization/writing-for-translation-10-expert-tips-to-boost-content-qual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





Links

Module 2 - Preparing translation resources

Translation memory databases

- Goldsmith Translations, (2019) An Introduction to Translation Memory: 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>
- eXcel translations, (2019) Best Practices for Consolidating & Merging Translation Memories from Multiple LSPs: A Case Study: <https://exceltranslations.com/translation-memories-multiple-lsps>

Termbases

- 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>
- 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>

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

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Translation memory databases

- [An Introduction to Translation Memory](#)
- [Using Alignment in Trados Studio](#)
- [Consolidating & Merging TMs](#)

Termbases

- [Creating a termbase in MultiTerm](#)
- [Creating a termbase \(data model\)](#)
- [What terms belong in a termbase?](#)

Translator guidelines

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<p>Module 3 - Preparing translation projects</p> <p>Testing translation output</p> <ul style="list-style-type: none"> SDL, (2019) About Pseudo-translation: http://producthelp.sdl.com/sdl_trados_studio_2014/client_en/About_Pseudo-translation.htm <p>Content filters</p> <ul style="list-style-type: none"> SDL, (2019) Editing with Advanced Display Filter: Editing with Advanced Display Filter <p>Exporting the translation</p> <ul style="list-style-type: none"> SDL, (2019) SDL Support: SDL Support <p>Bonus content: Troubleshooting</p> <ul style="list-style-type: none"> Between Translations, (2013) Disaster prevention in Trados Studio - making sure you can save the target file: Disaster Prevention 	