Screen



# Learn More

# Module 1 - Creating translatable content

## Writing style

Links

- 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: <a href="https://docs.microsoft.com/en-us/style-guide/welcome">https://docs.microsoft.com/en-us/style-guide/welcome</a>

#### **Terminology**

- 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>
- TerminOrgs, (2019) Terminology Starter Guide: http://www.terminorgs.net/downloads/TerminOrgs\_StarterGuide\_V2.pdf

#### **Formatting**

- 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

## Layout

- 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>
- 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

#### TM for technical writers Creating translatable content Introduction Start Course Get Certified Writing style Formatting ✓ Lionbridge Editor's Checklist ✓ Word Formatting Essential ✓ Microsoft Writing Style Guid ✓ GALA Term Management Tip: ✓ Layout Preparation ✓ Terminology Starter Guide ✓ Graphic Design for Translation **(B)** 0 0 0

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#### Links

#### Module 2 - Preparing translation resources

# Translation memory databases

- Goldsmith Translations, (2019) An Introduction to Translation Memory:
   <a href="https://www.goldsmithtranslations.com/publications/An\_introduction\_to\_translation\_memory.">https://www.goldsmithtranslations.com/publications/An\_introduction\_to\_translation\_memory.</a>
   <a href="pdf">pdf</a>
- 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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#### Links Screen Module 3 - Managing translation projects TM for technical writers Managing translation projects Introduction Start Course Get Certified Importing a file • SDL, (2019) How to prepare XML files in SDL Trados Studio: Importing a file Translation packages https://www.sdltrados.com/video/how-to-xml-files/148860 ✓ Preparing XML files for Trados ✓ Being smart with Studio packages SDL, (2019) How to update a file mid-project in SDL Trados Studio 2019: ✓ Working with packages https://www.youtube.com/watch?v=Mv9d0ph65jE&feature=youtu.be ✓ Updating a document midproject Testing translation output multifarious, (2019) Cutting through the Studio Analysis...: ✓ Cutting through studio analysis SDL pseudo-translation help https://multifarious.filkin.com/2015/10/18/cttsa **(B)** Translation packages 0 0 0 multifarious, (2019) Being smart about a Studio Package...: https://multifarious.filkin.com/2016/10/02/sdlppx be smart SDL, (2019) Overview: Working with Packages: http://producthelp.sdl.com/sdl%20trados%20studio/client\_en/Projects\_View/Packages/P\_Over view\_Working\_with\_Packages.htm Testing translation output

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• SDL, (2019) About Pseudo-translation:

http://producthelp.sdl.com/sdl\_trados\_studio\_2014/client\_en/About\_Pseudo-translation.htm



Links

# Module 4 - Finalizing the project

#### Content filters

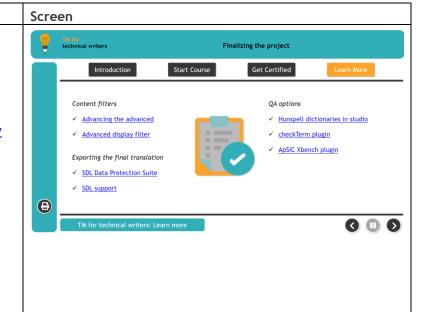
- multifarious, (2019) Advancing the Advanced...: https://multifarious.filkin.com/2017/12/19/advancing-the-advanced
- SDL, (2019) Editing with Advanced Display Filter: <u>LiveContent Editing with Advanced Display</u> Filter

## **QA** options

- multifarious, (2019) Hunspell dictionaries in Studio...:
  https://multifarious.filkin.com/2018/10/31/hunspell-dictionaries-in-studio
- SDL, (2019) checkTerm: https://appstore.sdl.com/language/app/checkterm/749
- SDL, (2019) ApSIC Xbench Plugin: <a href="https://appstore.sdl.com/language/app/apsic-xbench-plugin/354">https://appstore.sdl.com/language/app/apsic-xbench-plugin/354</a>

# Exporting the final translation

- SDL, (2019) SDL Data Protection Suite: <a href="https://appstore.sdl.com/language/app/sdl-data-protection-suite/936">https://appstore.sdl.com/language/app/sdl-data-protection-suite/936</a>
- SDL, (2019) SDL Support: <a href="https://www.sdl.com/support">https://www.sdl.com/support</a>



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