



Lesson 3 -> Translator Guidelines

Lesson overview

Screen 01

1. *Introduction: **talking head***

- Describe topic in 1-2 sentences

2. *Introduction: narration + bullet points*

- Why is this topic important?

Screen 02

3. *Outcomes: narration + bullet points:*

- What will you learn in this lesson? What skills will you develop?

- On completion of this lesson, you will:

...

Lesson Content

Check thermo translator guidelines as an example!

Screen 01

Screen 02

Screen 03

... etc.





Set realistic timelines

Guidelines for translators

- Translating UI texts
- Following terminology
- Ask questions
- Activating tag settings in Trados
- Spell check
- QA

Context - Translators often don't have sufficient context in TM. So, provide a PDF of the source document. This makes a huge difference.

Provide glossaries for key terms and reference material where available. Translators are often all-rounders and may not always have the very specific product or industry knowledge of a technical writer.

Lesson Summary

- Key take aways

Take the lesson quiz to check your knowledge!

Lesson Quiz

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Audio	Screen
	

