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Introduction to the translationStudio-Android Program

The translationStudio-Android is a mobile app where translators can do offline translating. It can be downloaded for Android devices: see

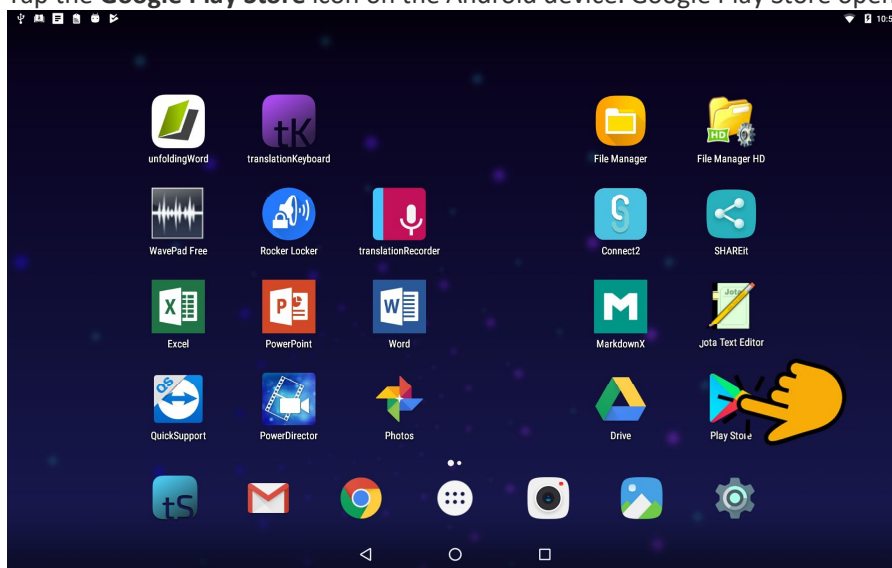
<https://play.google.com/store/apps/details?id=com.translationstudio.androidapp&hl=en>.


It contains the content that needs to be translated as well as translationHelps (See: [How to Use the translationHelps in translationStudio](#)). You can share information directly from device to device, and you can upload finished content to Door43 where it can be digitally published.

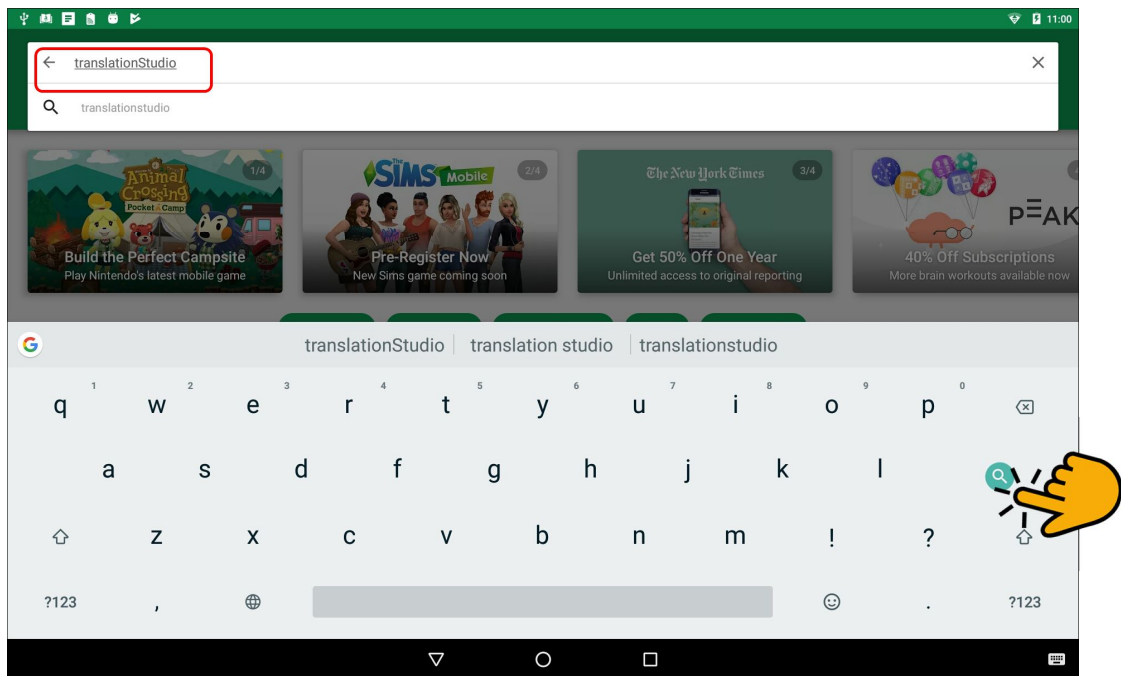
How do I install translationStudio on an Android device?

Note: This process requires an Internet connection.

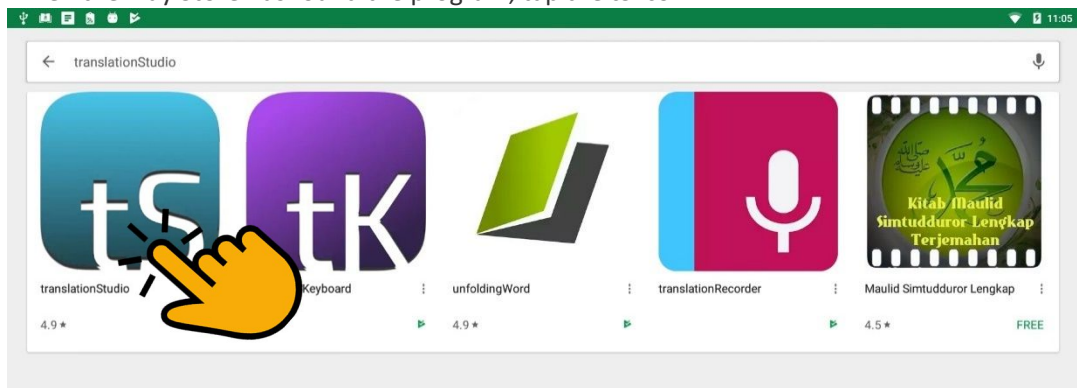
1. Tap the **Google Play Store** icon on the Android device. Google Play Store opens.



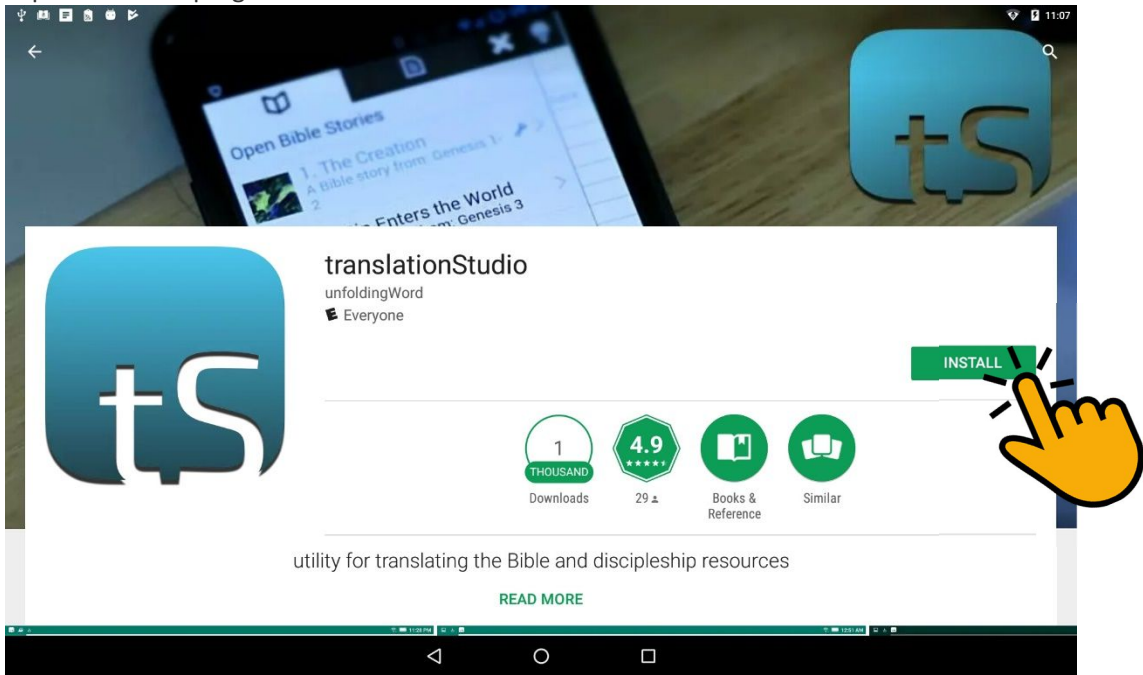
2. In the search bar at the top of the screen, type **translationStudio** with no spaces and tap the magnifying glass  on the keyboard.



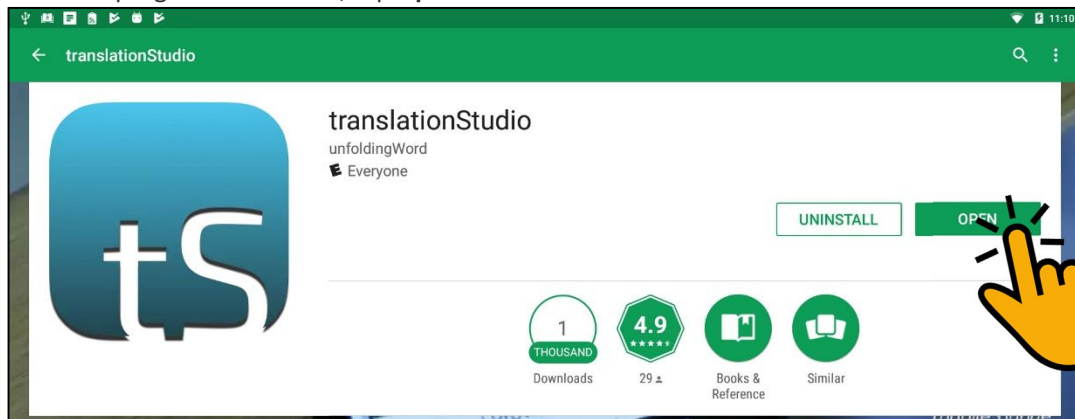
3. When the Play Store has found the program, tap the **ts** icon.



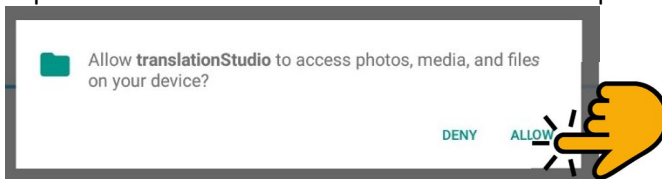
4. Tap **Install** . The program downloads and then installs.



5. Once the program is installed, tap **Open**.



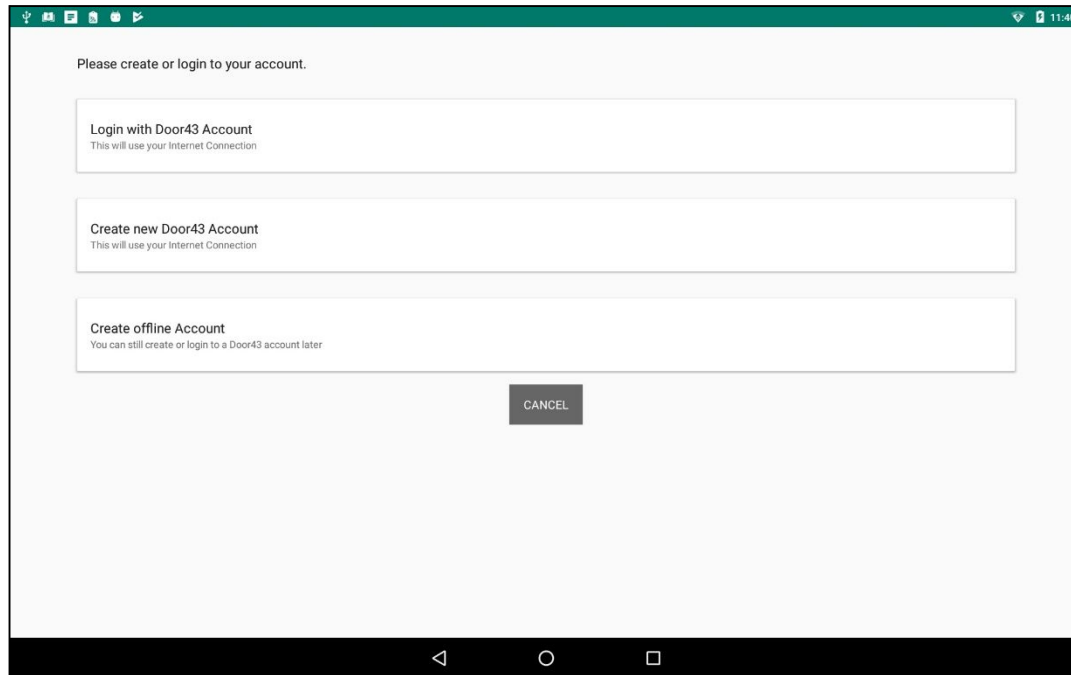
6. Tap **ALLOW** to enable translationStudio to access photos, media, and files on your device.



There may be an automatic update before the translationStudio app opens.

translationStudio-Android – Login Options

The welcome screen displays a request to create or log in to a user account.



NOTE: You may use a pseudonym instead of your real name. A pseudonym is a name that cannot be traced back to you.

Which Type of Account Do I Want to Use?

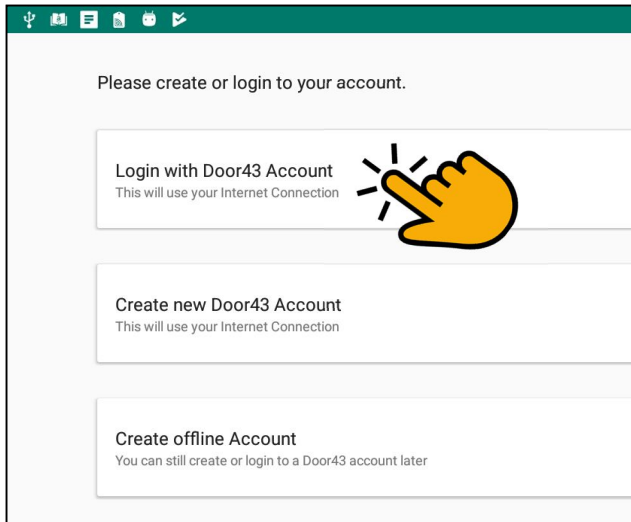
Offline Account – user has full use of the program except for uploading to Door43. You may want to start with an offline account and then switch to a Door43 account later when you want to upload your work (the work is attached to the device, not to the account). If you want to use an offline account, skip to the [Local Login or Offline Account](#) section.

Door43 Account – user has full use of the program and can upload to Door43 (requires Internet connection.)

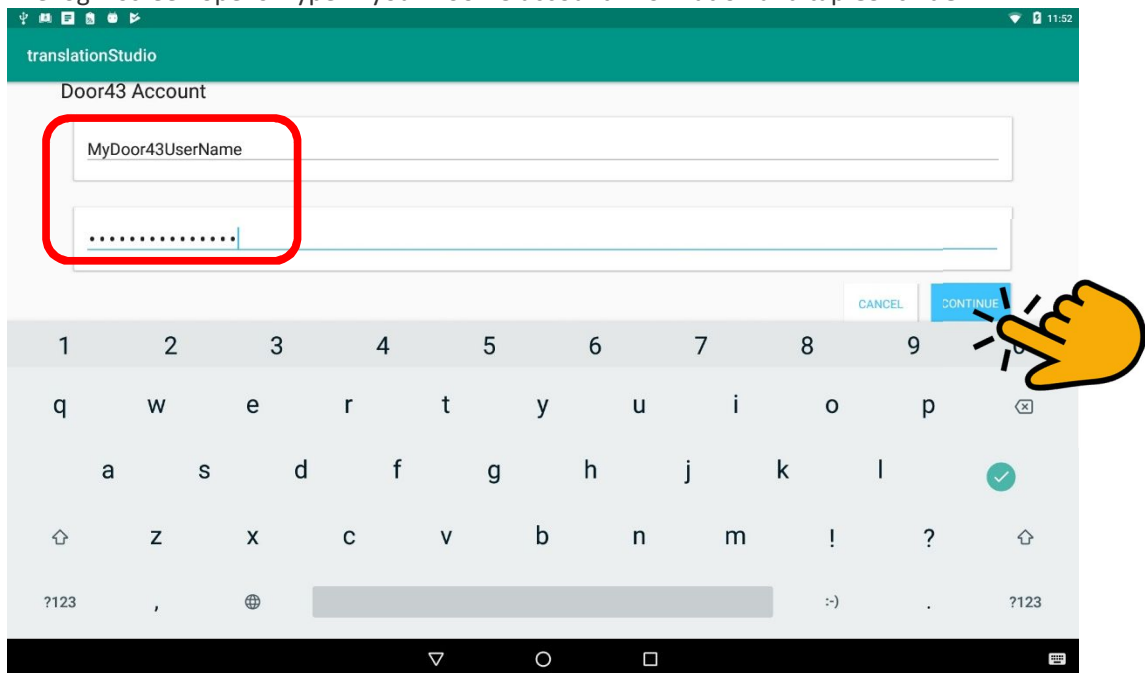
Existing Door43 Account

If you already have a Door43 account, you can log in with it. If not, skip to the [New Door43 Account](#) section.

1. On the opening screen, tap **Login with Door43 Account**.



2. The login screen opens. Type in your Door43 account information and tap **Continue**.

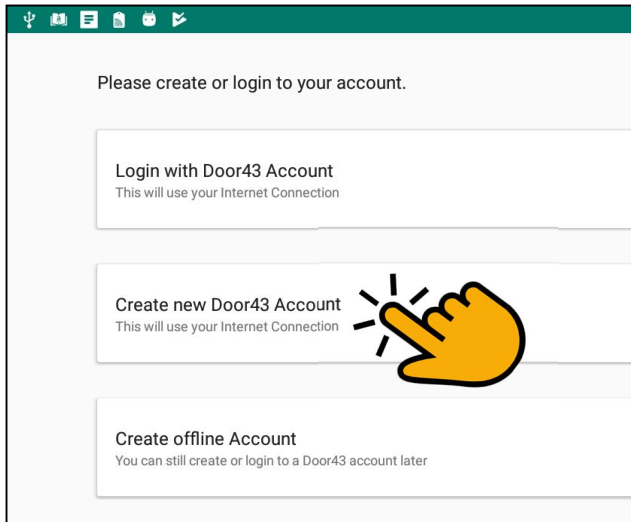


3. Skip to the [How do I use translationStudio for the first time](#) section.

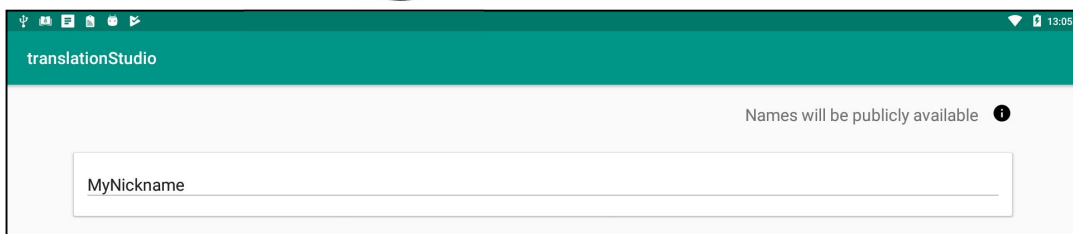
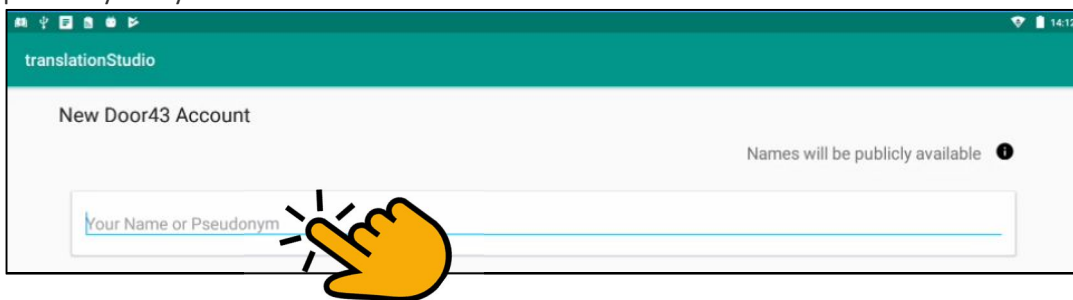
New Door43 Account

If you do not have a Door43 account, but you wish to be able to use an Internet connection to upload your work to Door43, you can create a Door43 account.

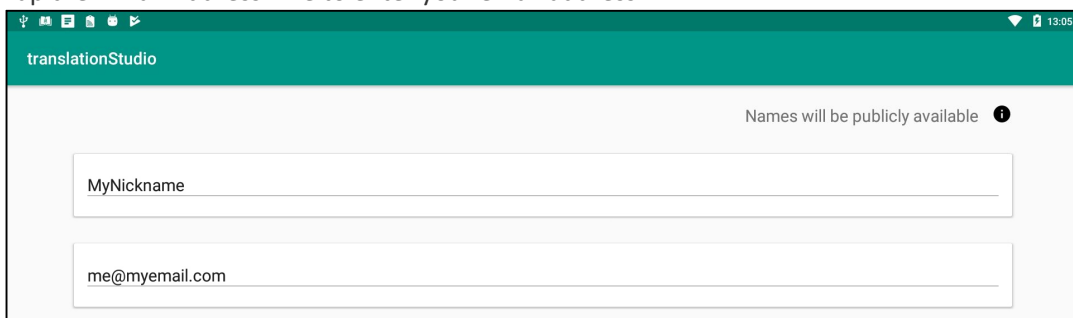
1. On the opening screen, tap **Create new Door43 Account** to create a new Door43 user account. The Door43 Account Creation window opens. (This requires an Internet connection.)



2. Tap the **Your Name or Pseudonym** field and type your user name or pseudonym into the field. This is the display name -- the name that will be listed as a contributor to any project files on this device.
Note: Because names are publicly available, you may prefer to use a pseudonym. Make up any pseudonym of your choice.

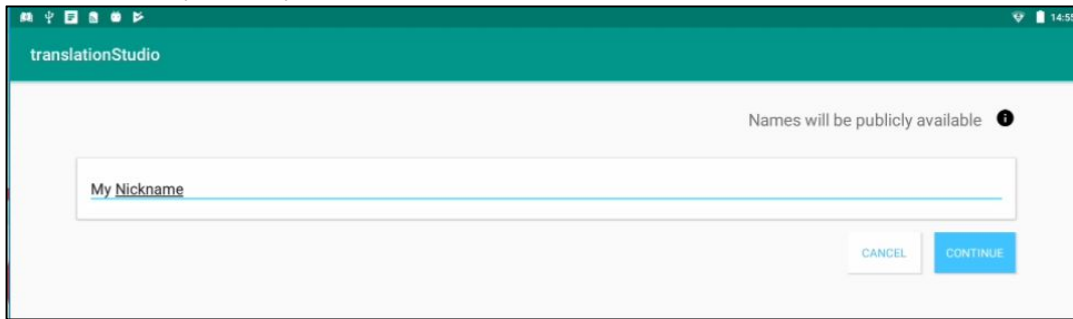


3. Tap the 'Email Address' line to enter your email address.

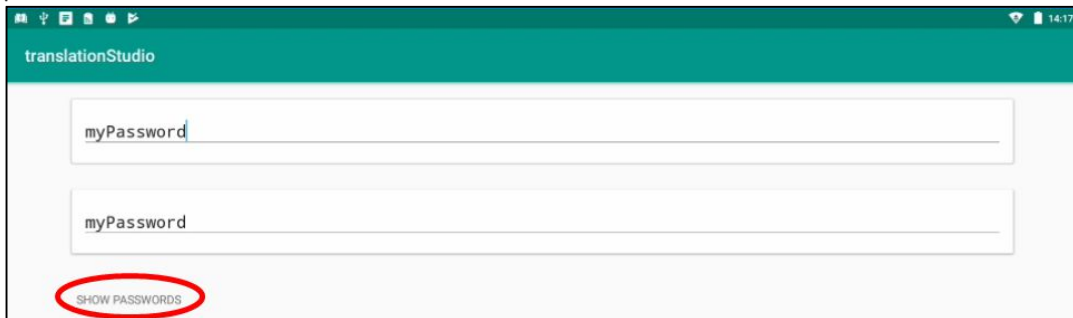


4. Enter your name or pseudonym in the **Login name** field. This is your Door43 user name that you will use to log in to Door43 and to the translationStudio app. If you used a pseudonym in step (2) above,

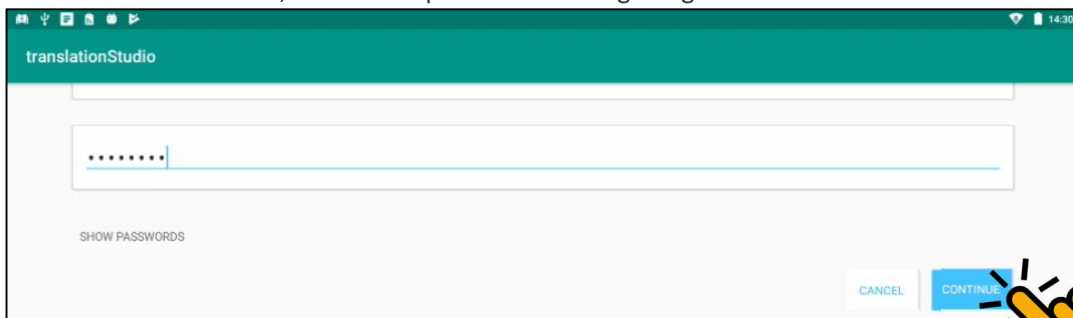
enter the same pseudonym here.

A screenshot of the translationStudio app's registration screen. The title bar is teal and says 'translationStudio'. Below it, a teal bar contains the text 'Names will be publicly available' with an information icon. A text input field labeled 'My Nickname' is in the center. At the bottom right are 'CANCEL' and 'CONTINUE' buttons.

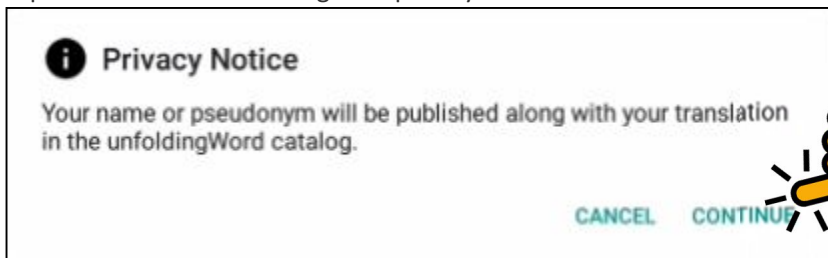
5. Enter a password in both fields. Tap **Show Passwords** at the bottom of the screen to display the passwords.

A screenshot of the translationStudio app's registration screen. It shows two password input fields, both containing 'myPassword'. Below the second field is a 'SHOW PASSWORDS' button, which is circled in red. The 'CANCEL' and 'CONTINUE' buttons are at the bottom right.

6. Confirm the information, and then tap **Continue** to begin registration.

A screenshot of the translationStudio app's registration screen. It shows a confirmation field with dots. Below it is a 'SHOW PASSWORDS' button. At the bottom right are 'CANCEL' and 'CONTINUE' buttons. A yellow hand icon is tapping the 'CONTINUE' button.

7. Tap **Continue** to acknowledge the privacy notice.

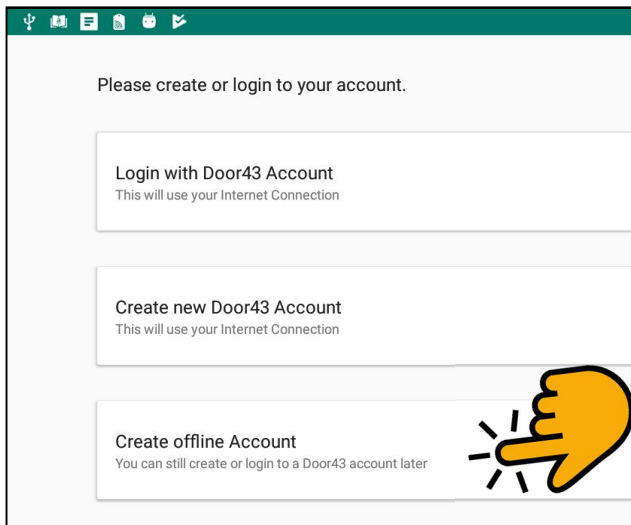
A screenshot of the translationStudio app's Privacy Notice dialog box. It has a title bar with an information icon and the text 'Privacy Notice'. The main text says 'Your name or pseudonym will be published along with your translation in the unfoldingWord catalog.' At the bottom are 'CANCEL' and 'CONTINUE' buttons. A yellow hand icon is tapping the 'CONTINUE' button.

8. Skip to the [How do I use translationStudio for the first time](#) section.

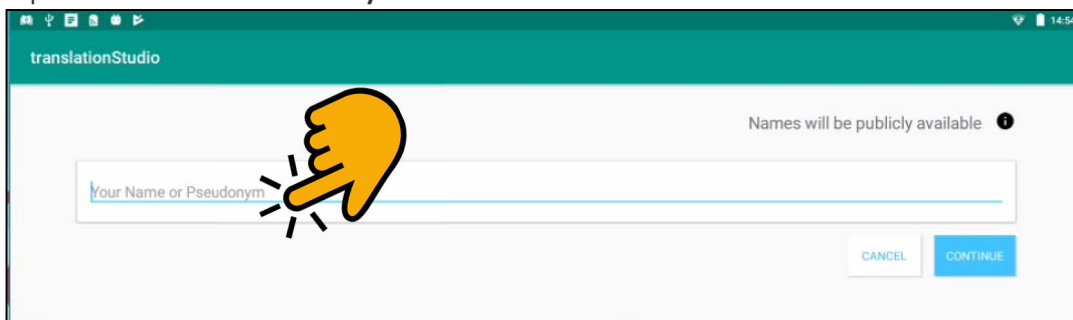
Local Login or Offline Account

If you do not want to create a new Door43 account at this time or are not able to connect to the Internet., you can create an offline account.

1. On the opening screen, tap **Create offline Account**. The login screen opens.



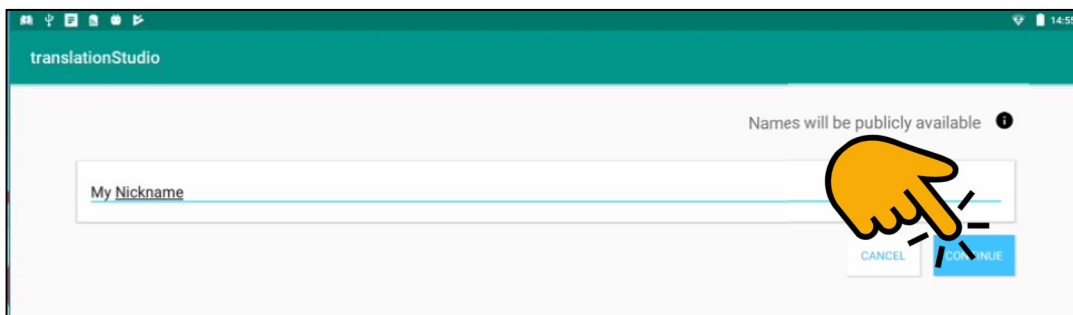
2. Tap the **Your Name or Pseudonym** field.



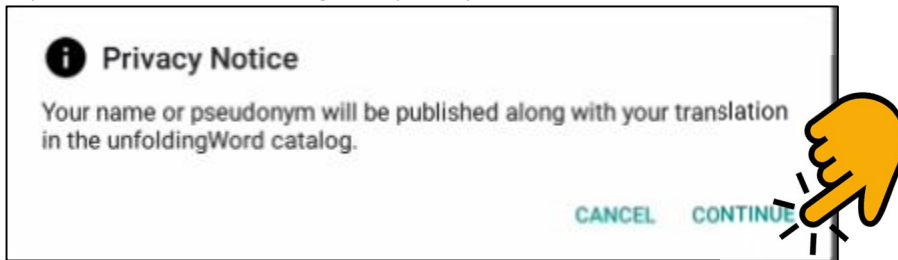
3. Type your user name or pseudonym into the field, and then tap **Continue**.

NOTE: You may use a pseudonym instead of your real name. A pseudonym is a name that cannot be traced back to you.

- 4.



5. Tap **Continue** to acknowledge the privacy notice.




Logging Out

You do not need to log out of the app before you close it. If you do not log out, when you reopen translationStudio you will still be logged in.

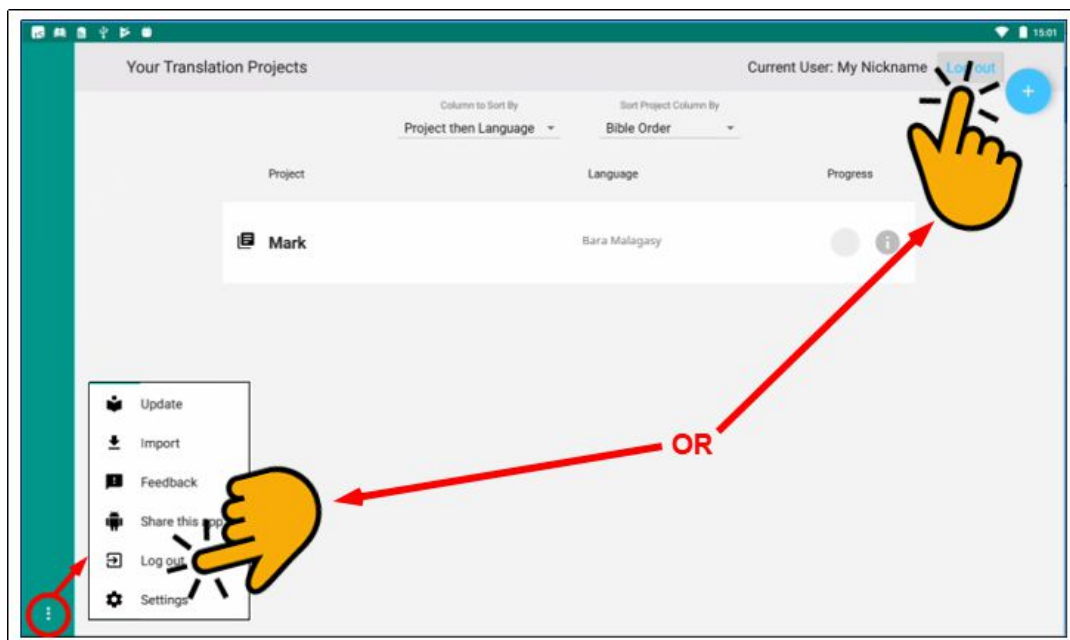
However, you may want to log out to change the logged-in user. For example, you may do your work offline with an offline account, but when you want to upload your work you need to use a Door43 account.

At any time you can perform the following steps to access the initial screen to change login or translator settings:

- From the *Your Translation Projects* screen:
 - Tap the 3-dot icon  to invoke the options menu. This icon is at the lower left if your tablet is held horizontally, or at the lower right if the tablet is held vertically.
 - Tap **Log out**.


OR

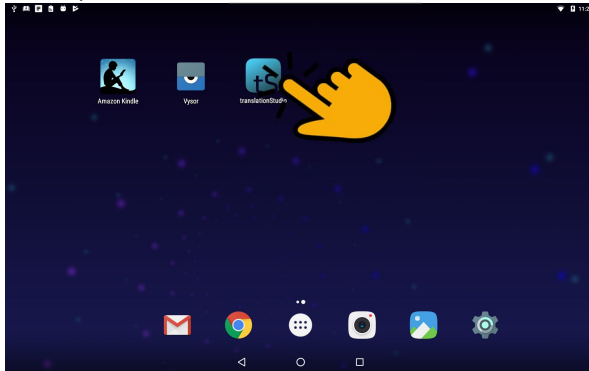
- Tap **Logout** at the top right of the screen next to the user name.



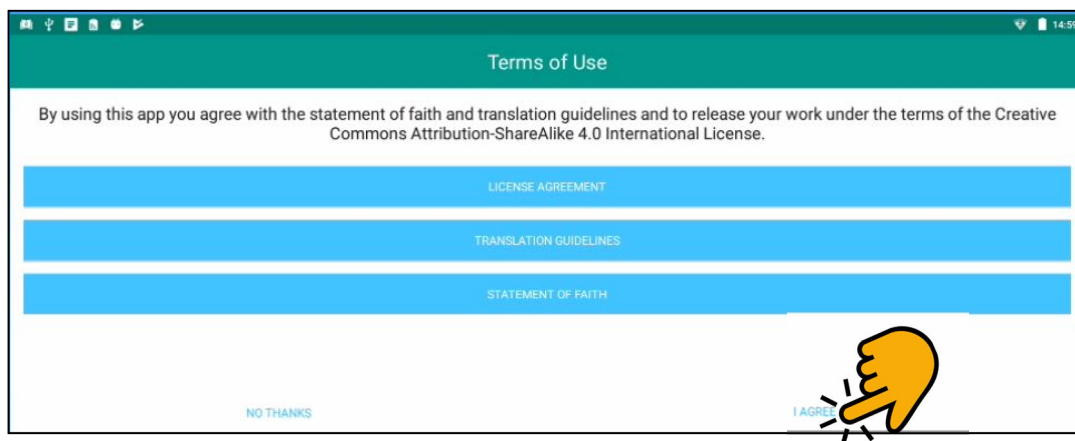
How do I use translationStudio for the first time?

Complete these steps to use translationStudio for the first time:

1. If translationStudio is open, skip to step 3. If it is not open, tap the **translationStudio icon**  on the tablet (this icon may not be on the main screen; you may need to scroll to a different screen to find it.)



2. Create or login to your account. See [translationStudio-Android - Login Options](#) for more information.
3. Read and agree with each of the statements in the Terms of Use by performing the following steps:
 - a. Tap each statement.
 - b. Scroll through the text to read the entire statement.
 - c. Tap **Close** for each statement.
 - d. When you have read all statements, tap **I Agree**.

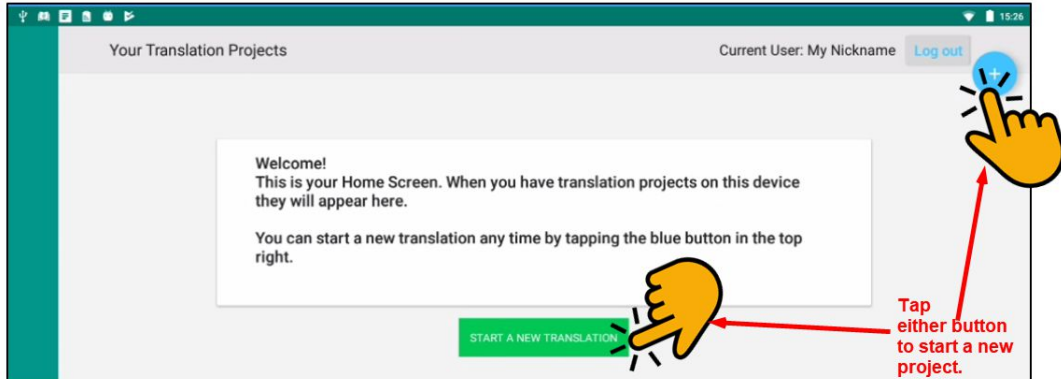


Note: At any time you can view the License Agreement, Statement of Faith, Translation Guidelines and the Software Licenses information from the Settings Menu. (See: [Settings Window](#))

4. The program opens to the *Your Translation Projects* screen (which is the home screen). The first time you use the program you have no existing projects, so the home screen displays a welcome message.

Tap the **plus icon**  in the upper right **or** the **Start a New Translation** button at the bottom to

start a new project.



A translation project consists of:

- A target language - the language into which you will be translating
- A project category - what you will be translating, such as Open Bible Stories or a book of the Bible
- A source language and text - the language and text you will be translating, such as the English ULB (Unlocked Literal Bible)

So, to start a translation project, you must specify each of these elements.

How do I select the target language?

When you start a new project, you need to choose the target language (the mother tongue language *into* which you will be translating).

1. Choose your target language (the one you will be translating *to*):
 - a. Swipe up (place a finger on the white area and slide up) to find the target language

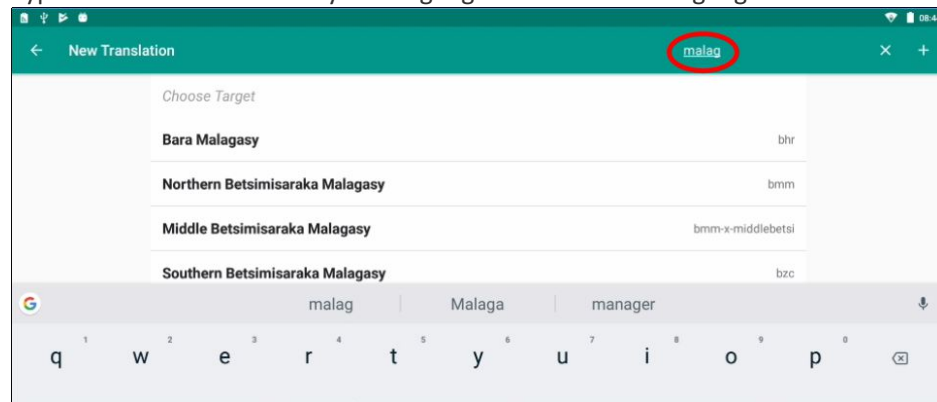
OR

- b. Tap the magnifying glass icon  located at the top right of the screen.

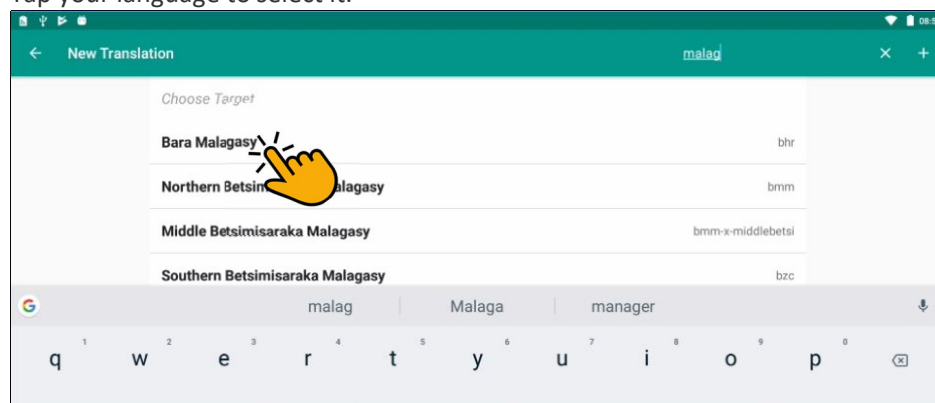


- The search field opens and the keyboard appears.

- Type the first few letters of your language to narrow the language list.




- d. Tap your language to select it.



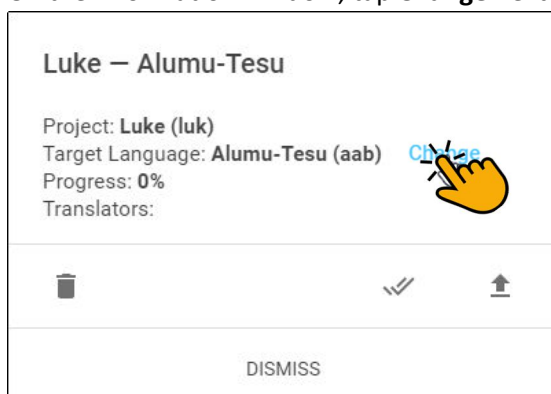
What if you cannot find the desired target language? Then see [Find My Language](#) for information on searching and requesting a new language.

Can I change the target language of an existing project?

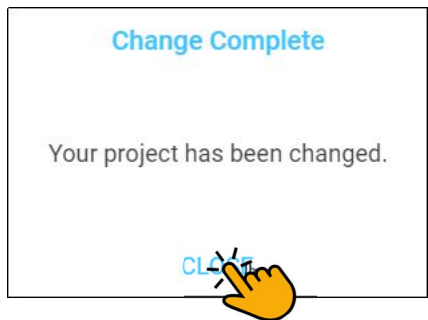
If you make a mistake and designate the wrong target language, after you have finished defining the project, you can change the target language.

On the Home page, tap the  icon next to the project whose target language you wish to change.

On the information window, tap **Change** next to the target language.



The *Choose target language* window appears, enabling you to select a different target language. As soon as you select a language, a message displays to tell you the change is complete.



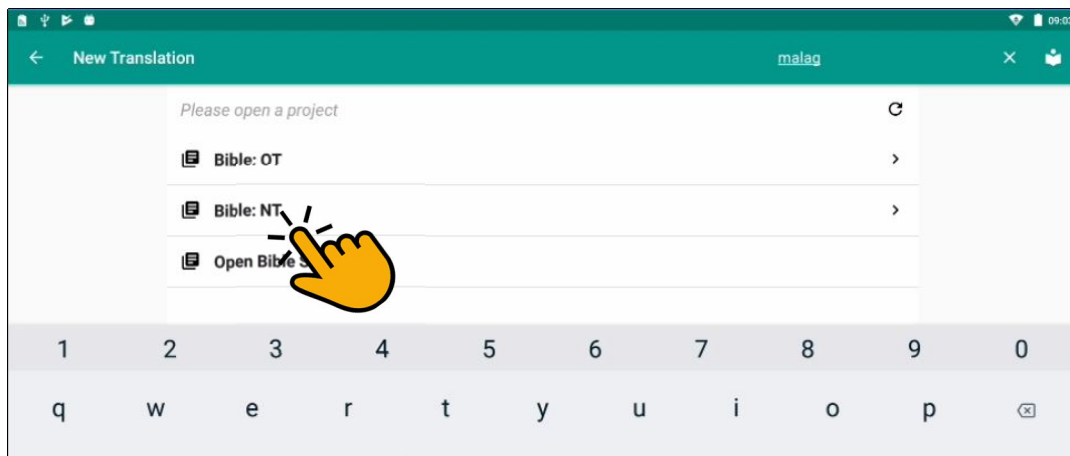
Tap **CLOSE** to dismiss the message.

How do I select what to work on?

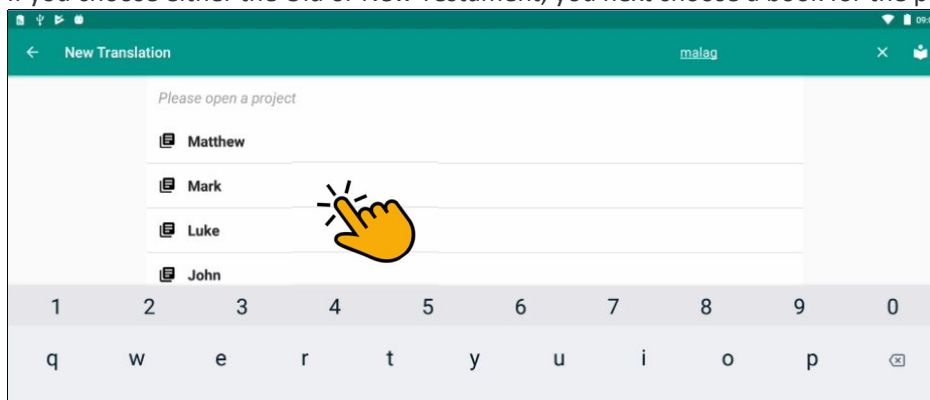
We recommend that you begin by translating Open Bible Stories. You can work your way through the Stories however you want, but we have found that Story #31 (see <https://door43.org/en/obs/31>) is a good first story to translate since it is short and easy to understand. For more information read [Choosing What to Translate](#).

To designate what to work on for this project, complete the following steps:

1. Choose a project from the *Bible: OT*, *Bible: NT*, or *Open Bible Stories* to start translating.



2. If you choose either the Old or New Testament, you next choose a book for the project.



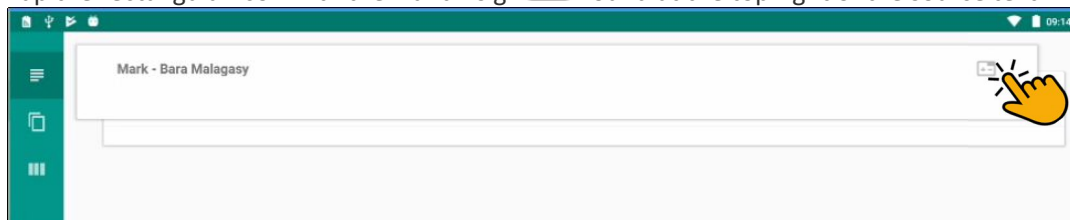
3. The new translation project opens showing the Chapter or Story view. If you choose an *Open Bible Stories* project, it opens to the first paragraph of The Creation

How do I select or change the source text language?

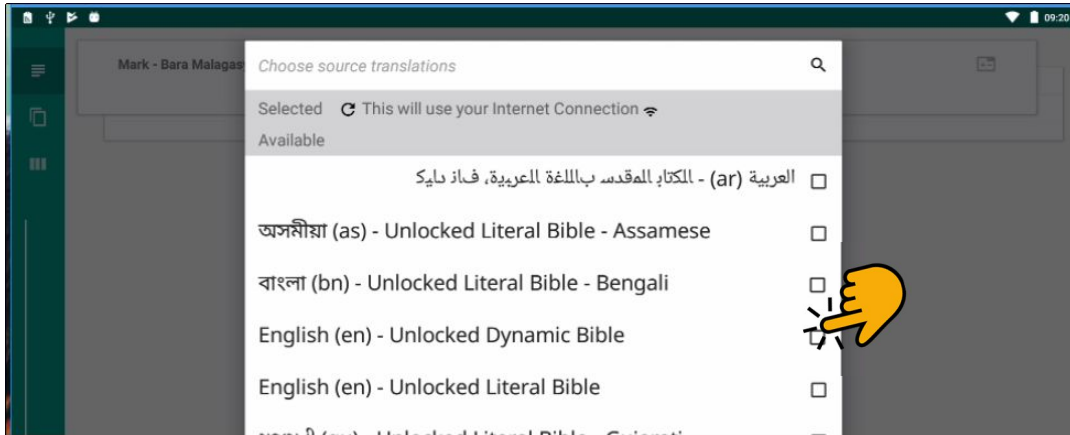
You can select and/or change your source text language whenever you use translationStudio. When first creating a new project, you must select a source text language. This is the text you will be translating *from*.

In the translation project complete the following steps to select or change the source text language:

- Tap the rectangular icon with the + and - sign  found at the top right of the source text window.



- Tap the empty square box next to the desired source text and language. You can scroll down to see additional languages, or search by using the magnifying glass icon at the upper right of the *Choose source translations* box.

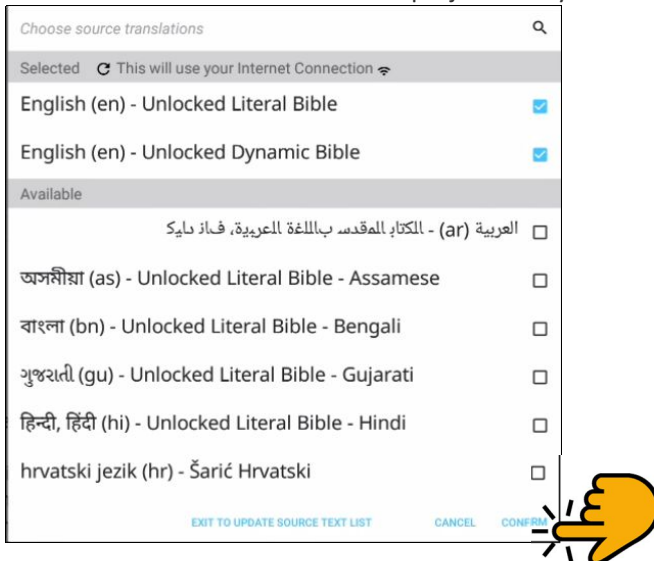


Note: You can choose multiple source texts; those selected are moved to the top portion of the *Choose source translations* box under the *Selected* heading.

- Choosing multiple source texts enables you to compare them as you are performing the translation work.
- For example, when translating the you should always choose the Unlocked Literal Bible (ULB) as a source, but you may want to also choose the Unlocked Dynamic Bible (UDB) if it is available in your language because it may be easier to understand. Looking at the UDB may help you to translate or check a passage.

To save the selection(s), tap **Confirm** at the bottom right of the *Choose source translations* box, OR tap **Cancel** to close without saving the selected language.

Note: You are not able to work in a project until you choose a source text language.



How do I navigate in translationStudio?

Layout

There are two screens in the translationStudio app:

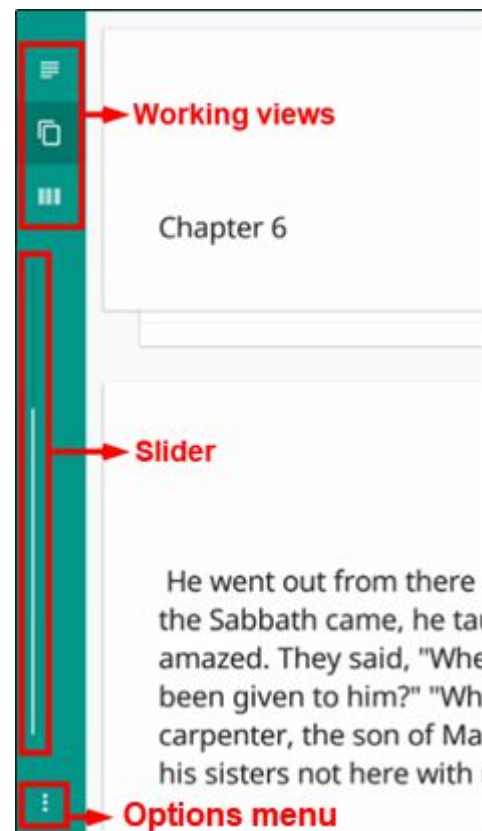
- The Home screen, or *Your Translation Projects* screen, shows any projects that have been created on the tablet. If there are no projects, the Home screen displays a welcome message. The Home screen also shows the user name and a Log out button.
- The *Project* screen shows the source and target texts, and can also display translationHelps.

The *Project* screen is where you perform all of the translation work on a single project. It shows the source text and the translated text. The *Project* screen can display three different views of these and contains navigation and menu icons to enable you to move around in the program.


The navigation and menu icons are on the left of the screen if you hold the tablet or phone in a horizontal position, and at the bottom of the screen if you hold the device in a vertical (tall) position. **It is best to hold the tablet or phone in a horizontal position.**

In the horizontal position:

- The top three icons are the working views.
- The slider in the middle moves through the text.
- The options menu is the three dots icon at the bottom.

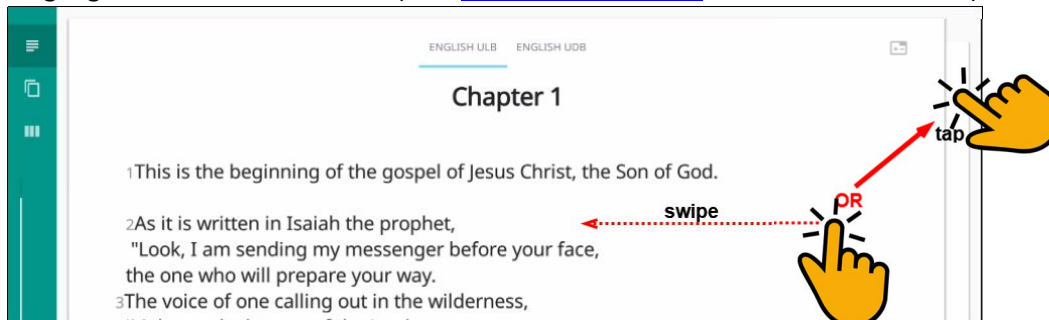



Working Views Icons

The **Chapter or Story** icon  is the top working views icon on the left (held horizontally) or bottom left (held vertically) and looks like 3½ horizontal lines.

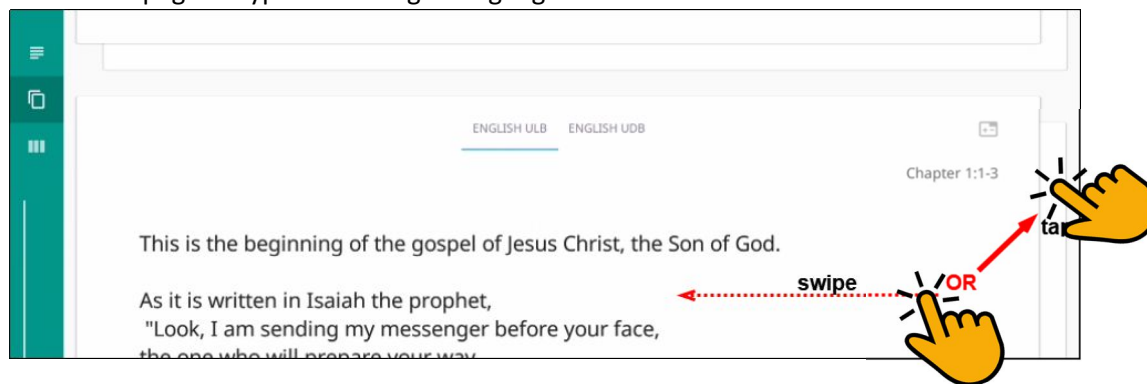
- Swipe up to read the entire chapter or story in the source text language.


- Swipe to either side, or tap the page behind the text, for a blank page to enter the target language translation of the text. (See: [Create and Edit Text](#) for more information.)



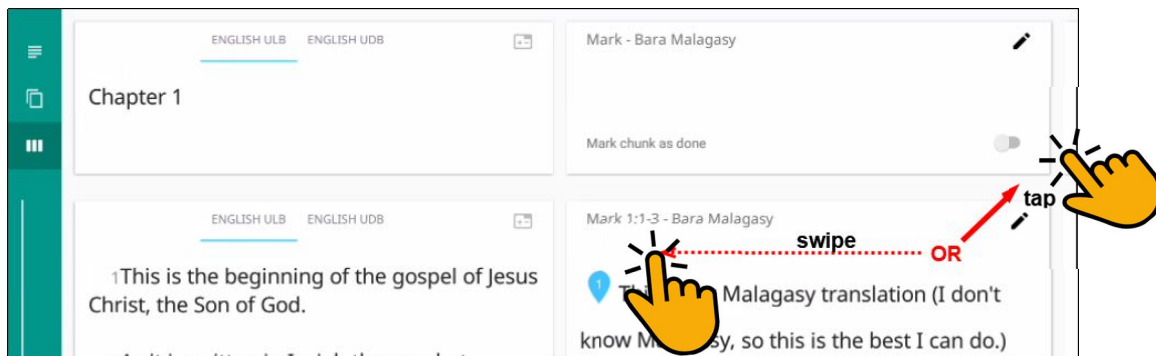
The **Chunk** icon  is the middle working views icon on the left (held horizontally) or bottom (held vertically) and looks like two pages, one behind the other. This shows the text divided into chunks, or small sections of the story or chapter.

Swipe down or up to move from chunk to chunk. Swipe to the side, or tap the page behind the chunk, for a blank page to type in the target language translation of the text.

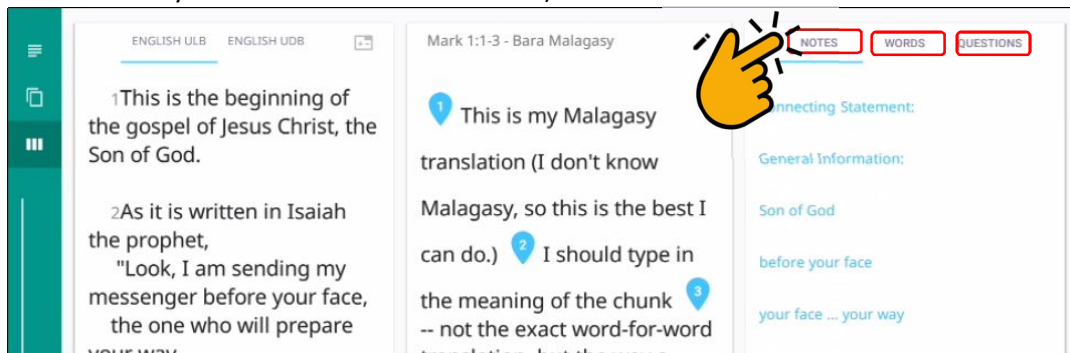


The **Check** icon  is the last working views icon on the left (held horizontally) or bottom (held vertically) and looks like three vertical lines. In this view the source text is on the left and the translation work is on the right.

Swipe up or down to move from chunk to chunk. Swipe from the right to the left side, or tap in the right margin, to show the resources for that chunk. (See: [Find the Resources \(Helps\) in translationStudio](#) for more information.)



The **Resources pane** is divided into three tabs. All of the **translationNotes**, **translationWords**, and **translationQuestions** are included in translationStudio. See [Find the Resources \(translationHelps\) in translationStudio](#) for more information. Tap either **Notes**, **Words**, or **Questions** to navigate among the tabs. If there are no existing resources for a particular chunk, the resources pane is blank. If there are no resources of one of the types (such as Words), then that tab does not exist on the resources pane (you would see only the Notes and Questions tabs).

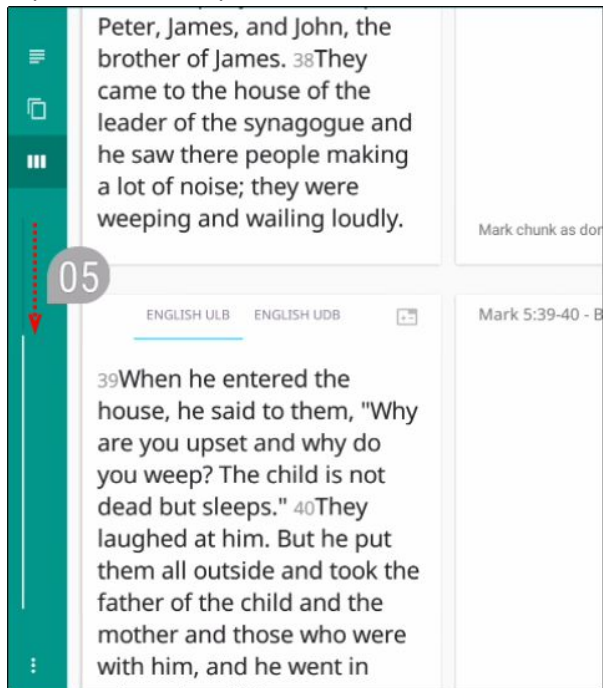


Slider


The **Slider** icon is a quick way to move through a story or book of the Bible. Tap-and-hold the dot and drag it towards the bottom (right) or the top (left) of the slider. Numbers may appear on the line that



represent the chapter of the book at that location of the slider.

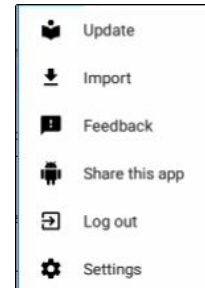


Options Menu

Tap the **three dots icon**  at the bottom left (or right) of the screen to open the options menu. The Project screen and the *Your Translation Projects* screen (home screen) have two different menus.

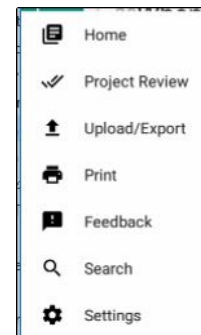
On the *Your Translation Projects* screen the options menu includes the following options:

- Update
- Import
- Feedback (See: [Report Problems and Making Suggestions](#))
- Share this app
- Log Out
- Settings (See [Settings Window](#))



On the Project screen the options menu includes:

- Home - returns to the *Your Translation Projects* screen (home screen)
- Project Review
- Upload/Export
- Print
- Feedback (See [Report Problems and Making Suggestions](#))
- Settings (See [Settings Window](#))



How do I translate in translationStudio?

A basic translation process for any unfoldingWord project is explained here.

As you translate, be sure that you:

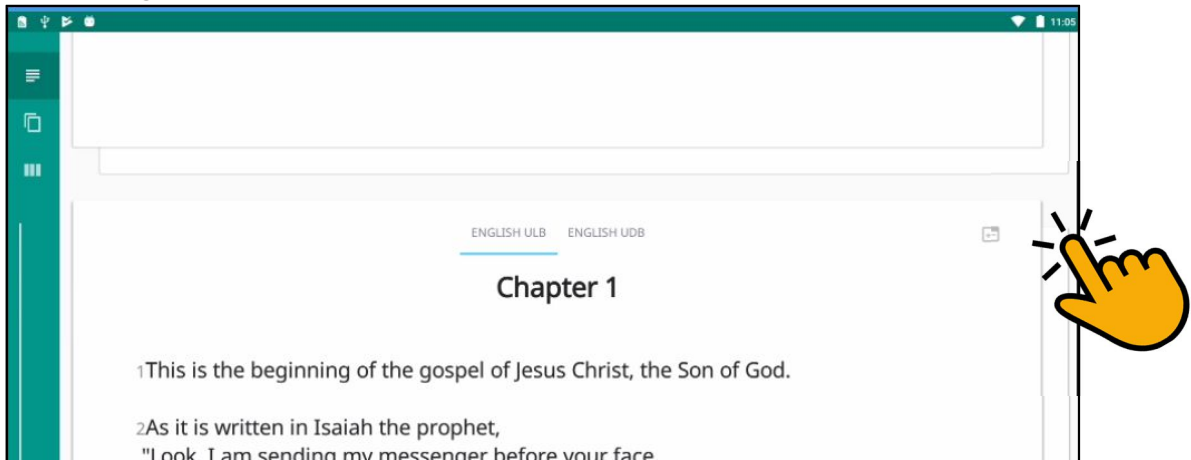
- Pray that God would help you make an easily-understandable, Scripturally-accurate translation
- Translate everything that is in the source text language.
- Do not add anything that is not necessary for comprehension.
- Always do your translation according to the Translation Guidelines (see <https://unfoldingword.org/guidelines/>).
- Always do your translation according to the Statement of Faith (see <https://unfoldingword.org/faith/>).
- Use the translationNotes (see <https://unfoldingword.org/tn/> for OBS and <https://unfoldingword.org/tn/> for the Bible) and the translationWords (see <https://unfoldingword.org/tw/>) to help you make a better translation (these resources are also available within translationStudio (see [Find the Resources \(Helps\) in translationStudio](#))).

Create and Edit Text

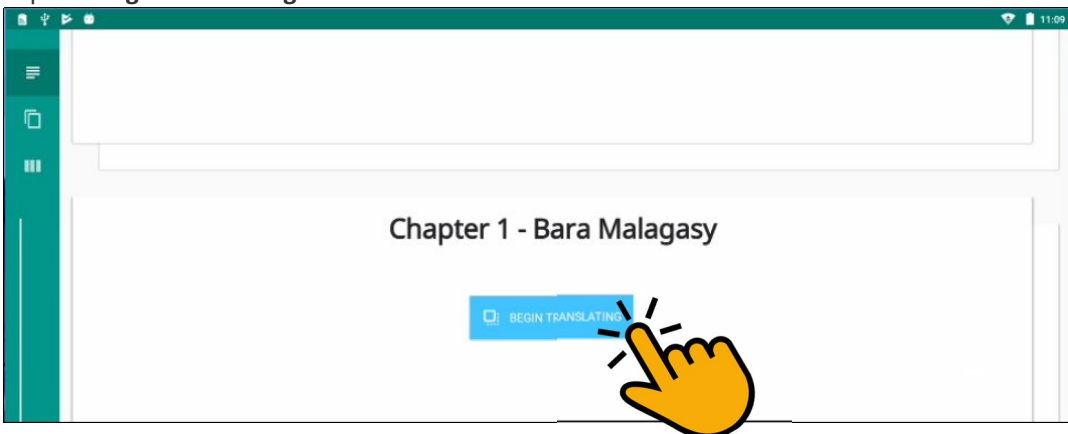
Translate Text

To write the translation in your language:

1. Go to the story or book that is being translated.
2. The screen is arranged to appear like two sheets of paper, one behind the other, with the **Chapter or Story** view initially on top. In this view, read the source text.
 - a. The app is organized to work with blind drafting.
 - b. You may want to read [MAST Core Concepts](#) to understand the steps of blind drafting translation.
3. When you are ready to begin translating, tap the “piece of paper” that is behind the one you have been reading.

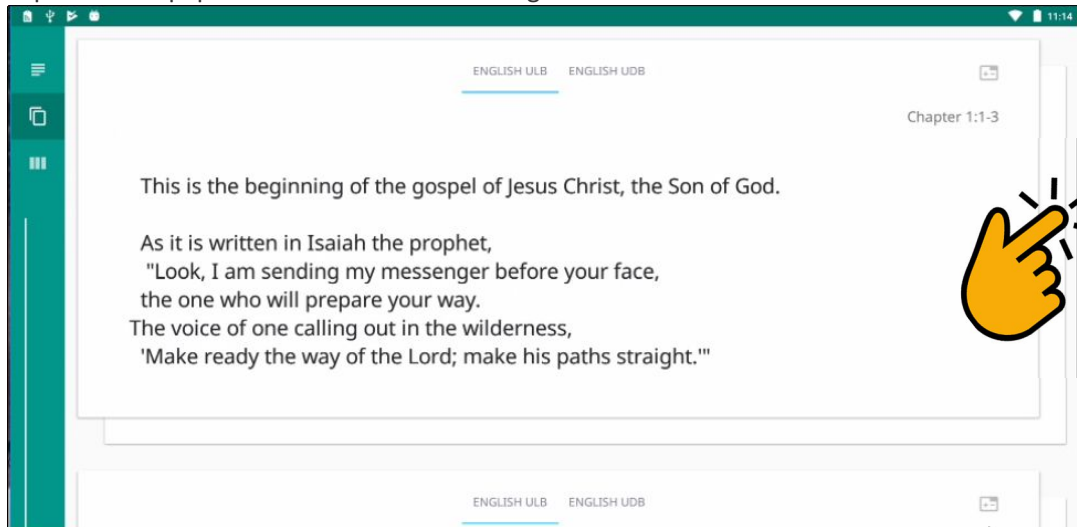


4. Tap the **Begin Translating** icon.

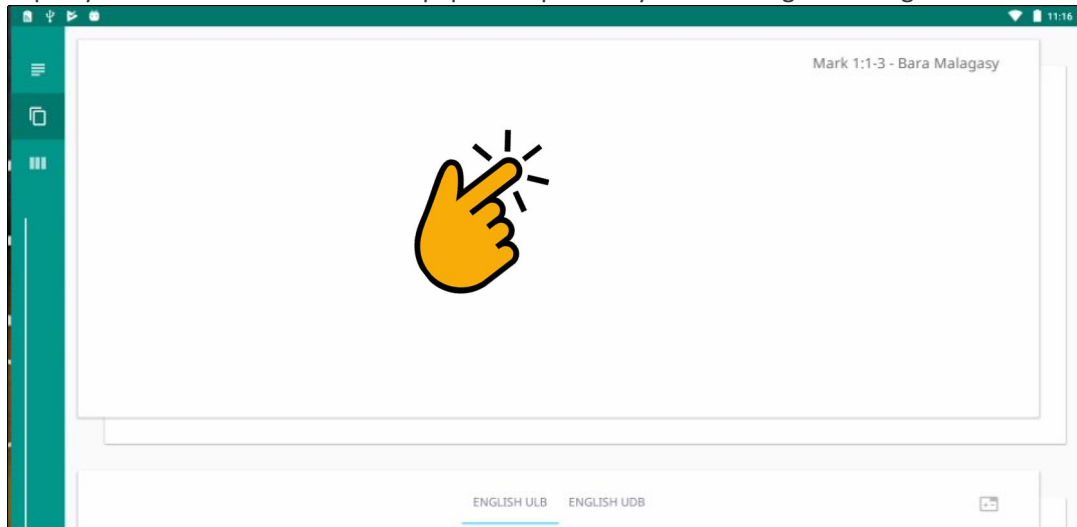


5. The **Chunk** view appears and displays the text divided into chunks, which are sections that you should be able to retell without looking. Read a chunk over until you can remember what it says.

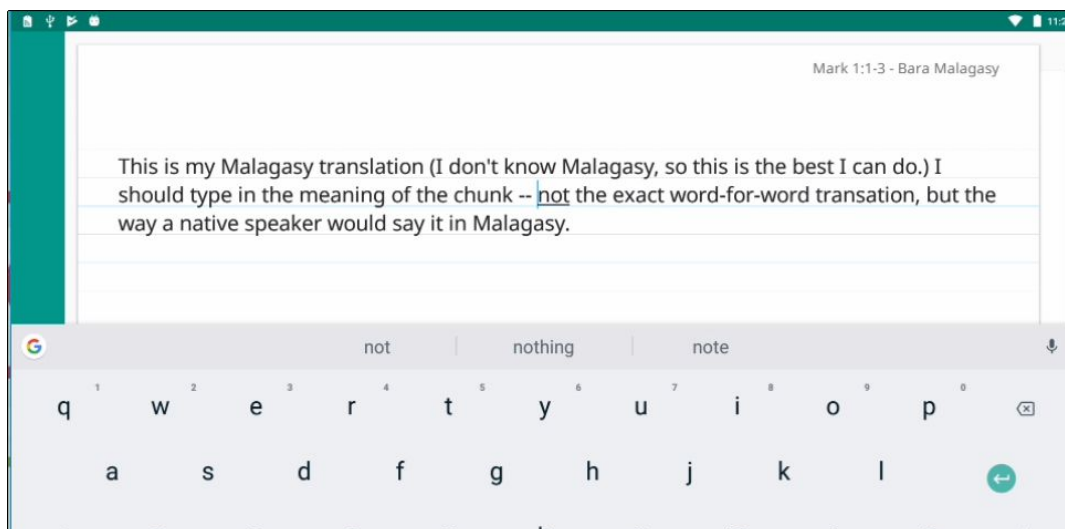
6. Tap the blank paper behind the one containing the text.



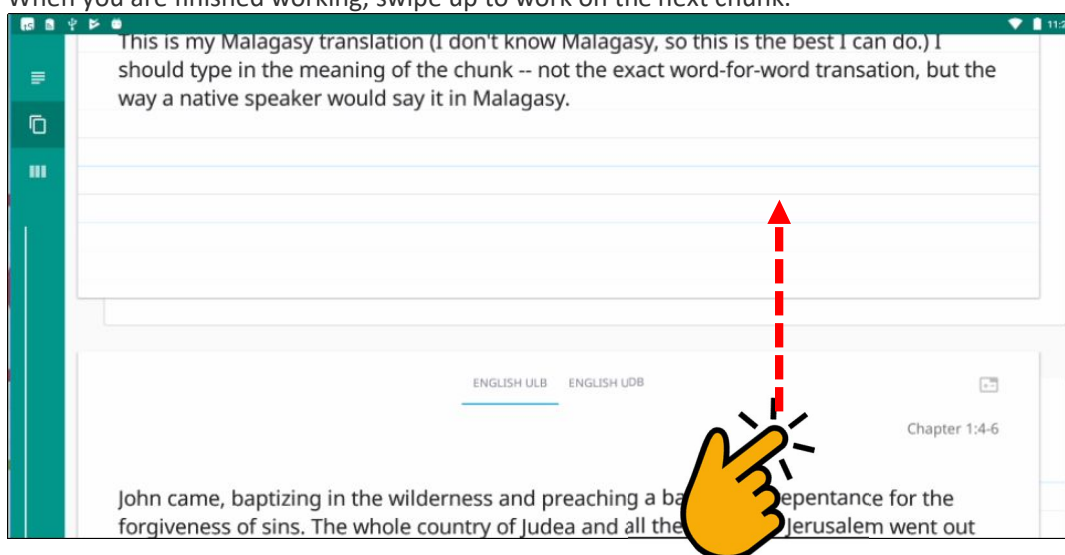
7. Tap anywhere on the blank sheet of paper to open a keyboard to begin working.



8. Type in the translation for that chunk on the page. This should not be a word-for-word translation, but it should be expressed in a way that would sound natural to a native speaker of the language.



- a. Start translating with a blind draft. Set aside the source text and draft the chunk as well as you can without looking back at the text.
 - b. Write everything that you remember about that chunk.
 - c. Do not look back at the source text for this chunk until you begin the editing steps.
9. When you are finished working, swipe up to work on the next chunk.

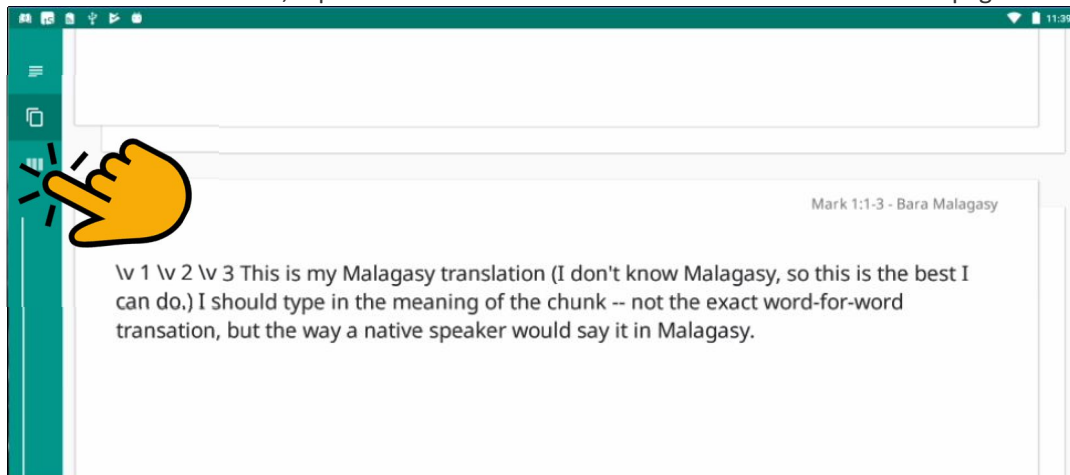


10. Continue doing this with each chunk of the chapter before moving to the checking steps.

Check and Edit Translated Text

When you use translationStudio, you can create and change text. Use the **Check** view to edit existing work that you or another translator created. Your work is saved automatically every five minutes.


To enter the Check view, tap the **Check View icon**  at the left or bottom of the page.

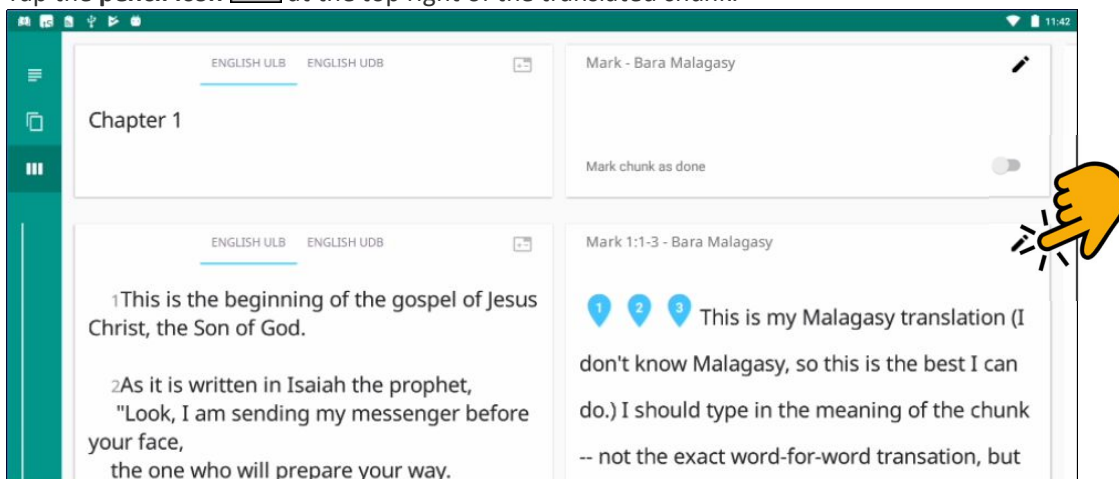


In the Check view the source text is on the left and the translation work is on the right. You can compare the two and then edit the translation to include all details in the source text.

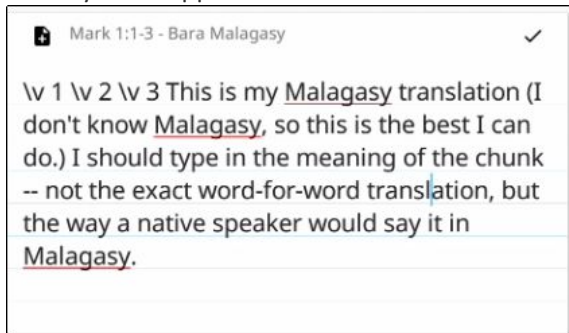
In the Check view you can access all of the translationNotes, translationWords and translationQuestions that have been included in the program. See [Find the Resources \(translationHelps\) in translationStudio](#) for more information.

If you need to make changes in the translated text, perform the following steps:

- 1) Tap the **pencil icon**  at the top right of the translated chunk.



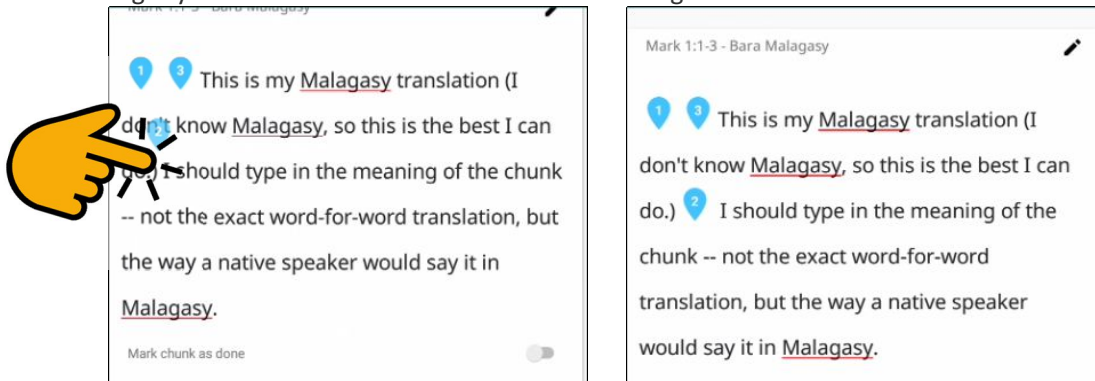
- 2) The keyboard appears. Edit the text to include all details and correct any grammatical or spelling errors.




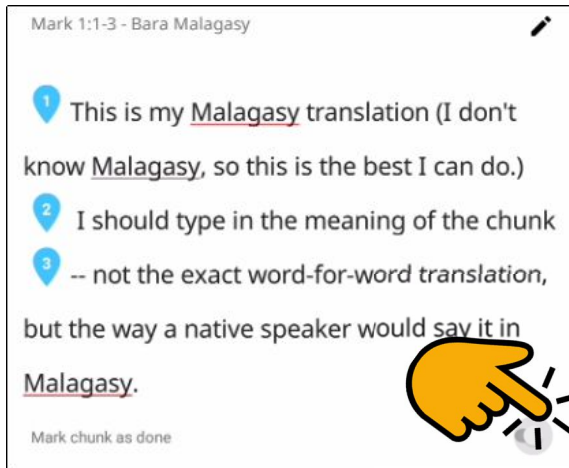
- 3) Tap the check mark icon  when done editing. The keyboard disappears.



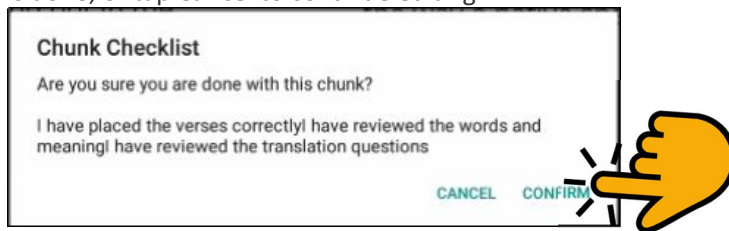
- 4) Place the verse markers (skip this step if you are translating Open Bible Stories, which are not divided into verses).
- There is a verse marker for each verse in the chunk.
 - Tap and hold each verse marker and drag it to the beginning of each verse, dropping it above and slightly to the left of the location where it should go.




- c) Continue until all verses are marked with a verse number.
- 5) When you are finished working, use the toggle  at the bottom of the chunk to mark the translation of that chunk done. Slide the toggle to the right, or just tap it, to indicate that the chunk is finished.





- a) A message appears for you to confirm that the chunk is done. Tap **Confirm** to indicate that the work is done, or tap **Cancel** to continue editing.

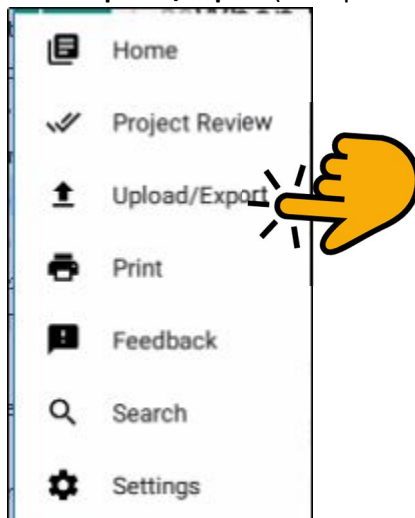


At any time you can slide the toggle  back to the left, or just tap it, to edit the chunk again. Use the above steps to edit.

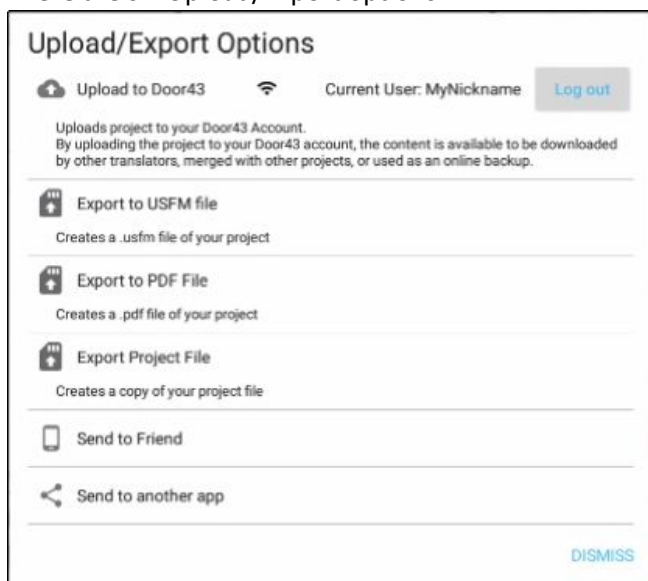
Upload/Export Your Work

When you work in translationStudio, your text is saved every five minutes to your device. Your work is not saved to Door43 until you upload it.

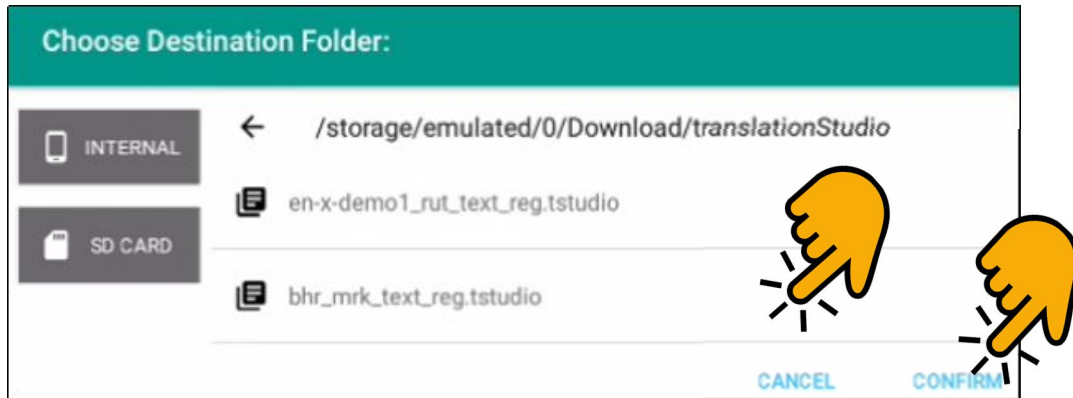
While you are in a project in translationStudio, tap the 3-dot icon  to access the options menu. Select **Upload/Export** (the upward arrow icon .



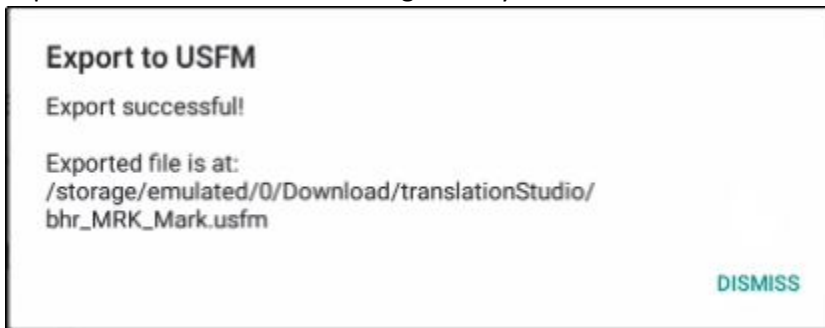
There are six Upload/Export options.



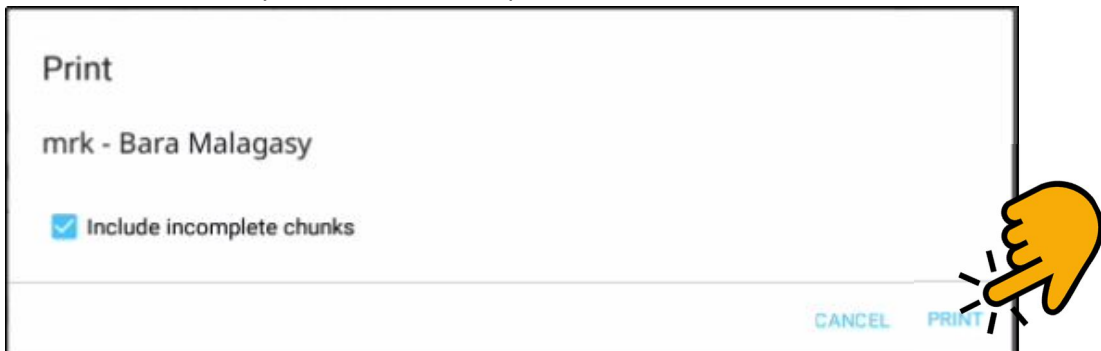
- Tap **Upload to Door43** to copy your work to the online Door43 server, making it available to other translators and creating an online backup. You can upload to Door43 only if you have an internet connection and are logged in to a Door43 account. A pop-up message appears after a successful upload. This pop-up message includes the repository that the translation is in on the Door43 server. Tap the link to view the repository. The translation has been uploaded to the server. There is a documentation process that takes place for public publishing. See [Publish Content to unfoldingWord](#) for more information.
- Tap **Export to USFM or SD Card** to create a USFM (paratext) file. You can specify where to store the USFM file. Tap **Confirm** to start the export. You can then edit the file name or leave it as is.



A pop-up message appears after a successful download to show the location of your file. Tap **Dismiss** to dismiss the message once you make note of the file location.

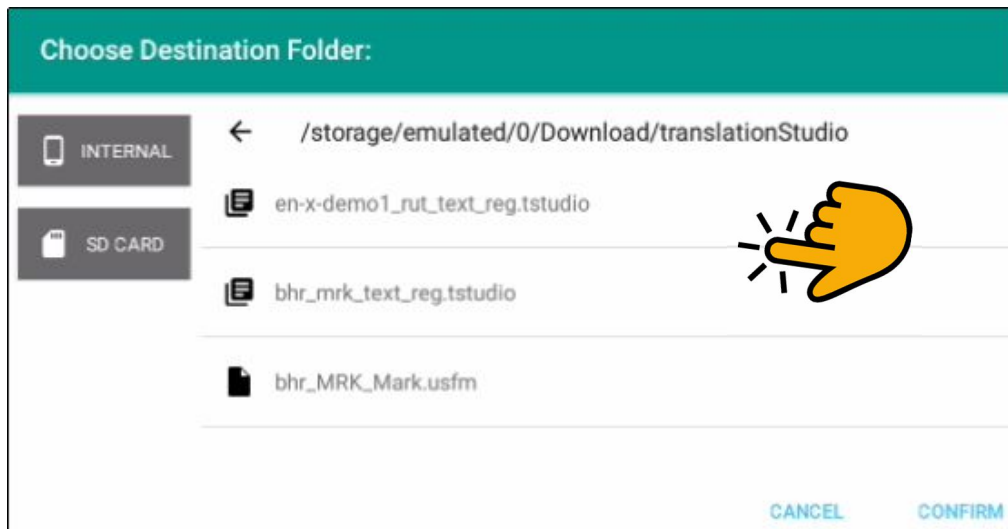


- Tap **Export to PDF** to create a PDF file of your work. You have the option to include incomplete chunks or not. When you have decided, tap **Print**.

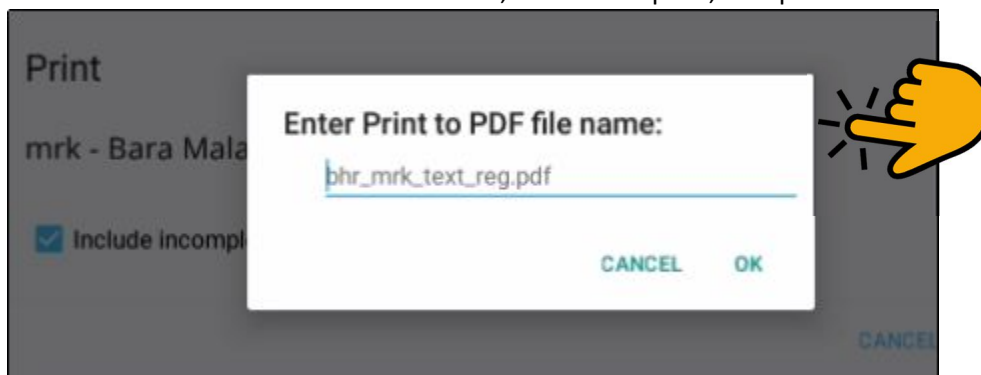


Choose your destination folder and tap **Confirm**.

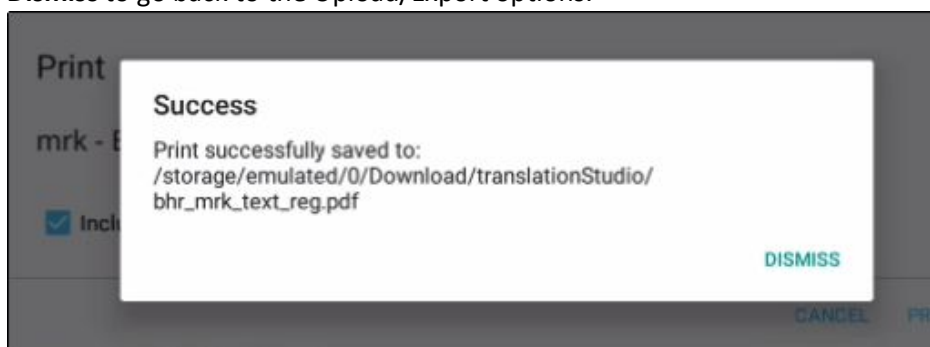




You can edit the file name or leave it as is, and then tap **OK**, or tap **Cancel** to cancel the export.

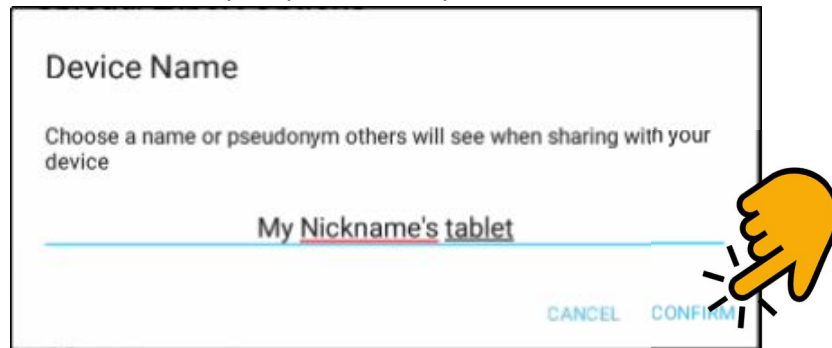


Choose where to share the PDF. A processing window appears (and may quickly disappear). Tap **Dismiss** to go back to the Upload/Export options.



- Tap **Export Project File** to create a copy of the entire project file. The steps are the same as exporting to a PDF above.
- Tap **Send to Friend** to export the file to another device.

- You are asked to specify a name for your device. Enter a name and then tap **Confirm**.

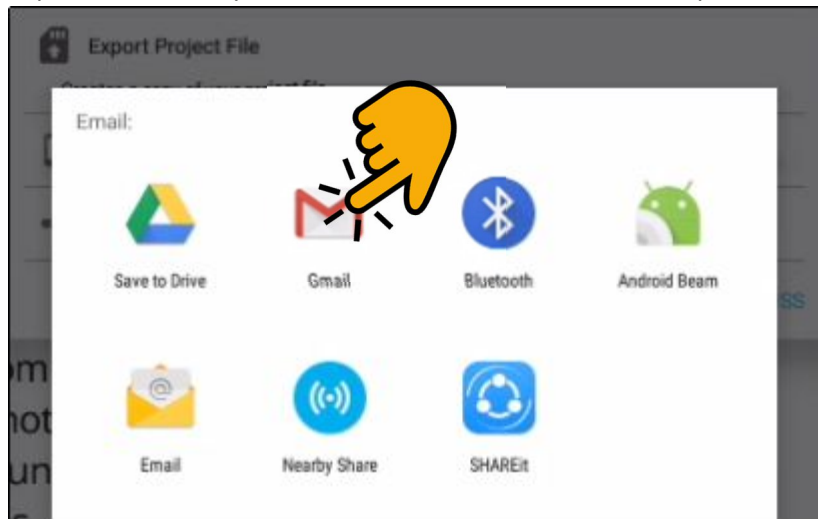


- A window then displays all available devices. Tap the one where you wish to export the file.
If no devices are available, tap **Cancel**.

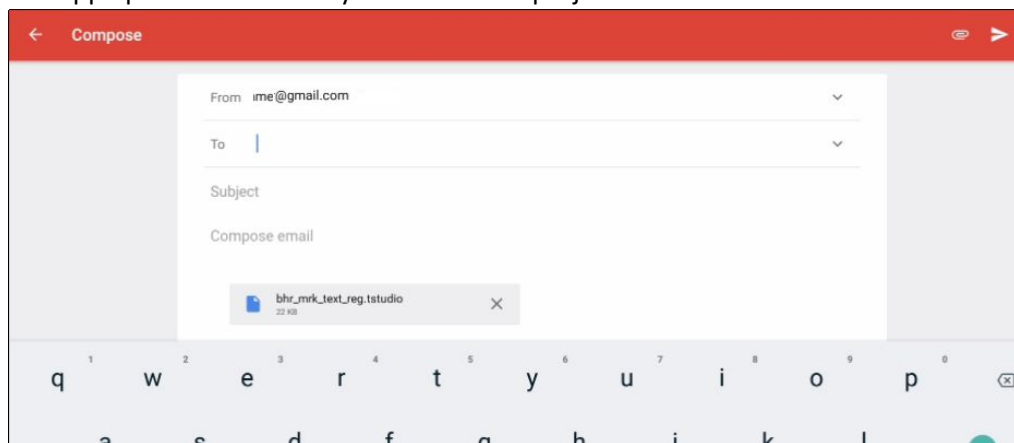


- Close the window when told that the export process is complete.
- Tap **Send to another app** to send the file to other apps on your device, such as email. Tap the desired app:
 - Tap **Save to Drive** to send your work to a Google Drive that has been created before. This requires an Internet connection.
 - Tap **Nearby Share** or **Android Beam** to send your work to a nearby device that has translationStudio installed on it. The app will attempt to locate the device.
 - Tap **Bluetooth** to send your work to a nearby device that is paired to yours through Bluetooth. If the app continues searching for more than a minute, exit the screen and verify that the devices are paired through Bluetooth.

- Tap **Gmail** to send your work to an email account. This requires an Internet connection.



The app opens and enables you to send the project file as an attachment.



Recovering Deleted Translation Text

If you accidentally delete a large amount of work, contact help@door43.org.

Publish Content to unfoldingWord

When you upload your work to Door43 it is automatically available online under your user account. You can upload to Door43 as often as you wish to create a backup of your work. (See [Backup and Share Your Work.](#))

When you have completed the entire project, you may initiate the publication of your work to unfoldingWord.


This is referred to as self-publishing. You can access a web version of your project at http://door43.org/u/user_name/project_name (where user_name is your username and

project_name is your translation project). The translationStudio app gives you the correct link when you upload. You can also browse all works on <http://door43.org>.

From your Door43 project page you can:

- See the web version of your project with default formatting
- Download documents of your project (like a PDF)
- Get the links to the source files (USFM or Markdown) for your project
- Interact with others about your project

There are several steps to the process of publishing your work.

The process in translationStudio begins when you select **Upload** from the option menu (3-dot icon ).

This uploads the translation to the Door43 cloud server.

The process continues when you submit the **Request to Publish** form for your translation to appear in unfoldingWord web and applications.

The Request to Publish form includes several pieces of data such as your contact information, the requested checking level, translation contributors, etc. The person who reviews the request will verify that each contributor provided a legal signature.

Complete the following steps to publish your work:

Upload your work

In translationStudio, tap the **3-dot icon**  to access the options menu.

1. Select the **Upload**, the upward arrow icon.

The 4 steps to upload are displayed at the top of the screen.

1. **Book** - Review sections of the book for final review. Scroll down to the bottom of the list of all the chunks. Tap on the blue **Next Step** button to continue.
 1. We suggest that you review any chunk that has a review button. These are chunks that are not marked done.
 2. Tap on the Review button to finish translating, or set the verse markers and then slide the 'done' button.
2. **Translators** - This is where you enter who translated the work. Remember that the names will be publicly available.
 1. Tap the pencil to edit the translator's name.
 2. Tap the "Add Contributor" to include another translator. The contributor needs to check off that they have read and agree to the 'Statement of Faith', 'License Agreement', and the 'Translation Guidelines.'
 3. Tap on the blue **Next Step** button to continue.

3. **Review** - Green checks on each line confirms the translated work can be submitted for publishing. Tap on the blue **Next Step** button to continue.
4. **Publish** - There are three choices to self-publish:
 1. Upload the work to unfoldingWord (requires an Internet connection). A pop-up message appears after a successful upload. This pop-up message includes the repository that the translation is in on the Door43 server. Tap on the link to view the repository.
 2. Export to the SD card
 3. Send to another app.

The translation has been uploaded to the server. At that time the documentation process takes place.

Questions Regarding the Request to Publish Form and Process

What Happens After Text is Approved?

When the Request to Publish is approved, the text is made available on unfoldingword.org for online viewing, as a downloadable, print-ready PDF, and it appears in the unfoldingWord app.


Can Text Be Changed After Level 3 Checking?

Approved text can always be modified in translationStudio even after all checking levels are completed, HOWEVER if you or another user were to submit a Request to Publish for text that has already completed Level 3 checking, there would be questions regarding the reason for overwriting the previously published and checked materials. The approver will look to see who contributed to the change and may contact the requestor and others involved with the translation of the text in question to ensure the changes are valid.

Must All Contributors Be Named?

Due to copyright laws (and these exist no matter what country you are in and no matter what people tell you about laws in that country), you must list every contributor as they prefer to be mentioned. Normally this is the person's name or pseudonym.

Settings Window

To open the settings window, tap the 3-dot icon  at the bottom left (or right) of the screen and tap **Settings** on the menu.

Tap the **Back Arrow** at the top left of the screen to exit the settings window.

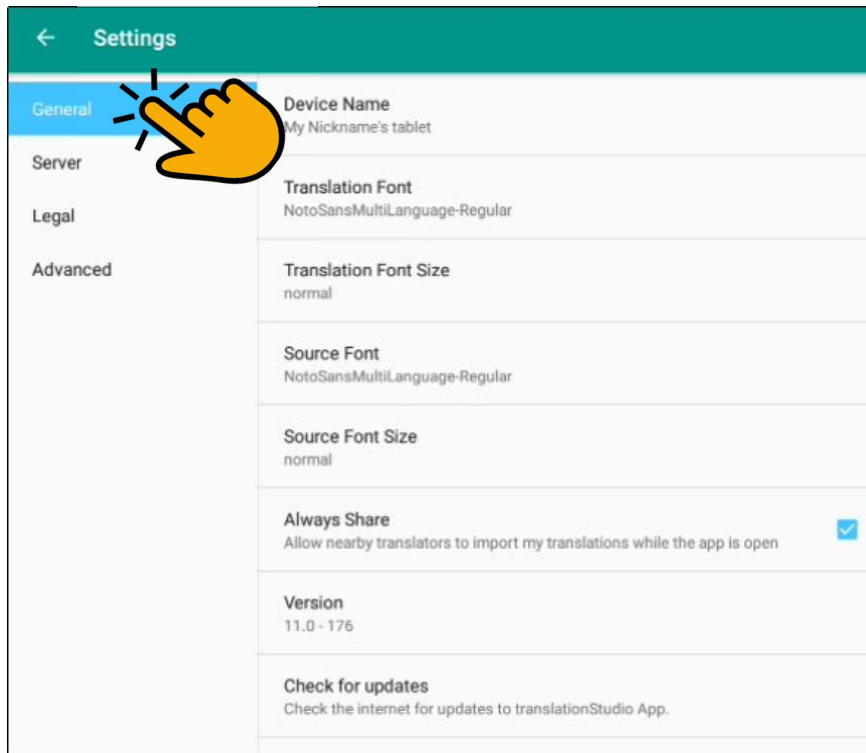
The Settings window allows for personalization of the program. It also displays useful information. Settings are divided into four categories:

1. General
2. Server

3. Legal
4. Advanced

General Settings

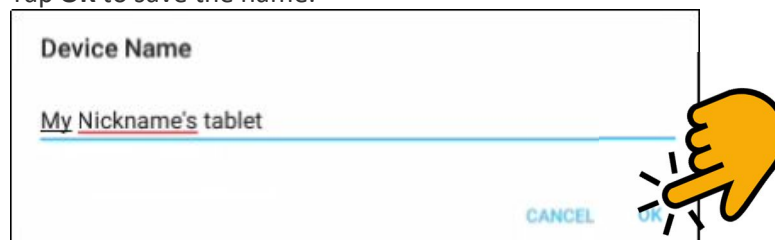
Tap **General** to view or change general settings.



The General settings are as follows:

1. Device name

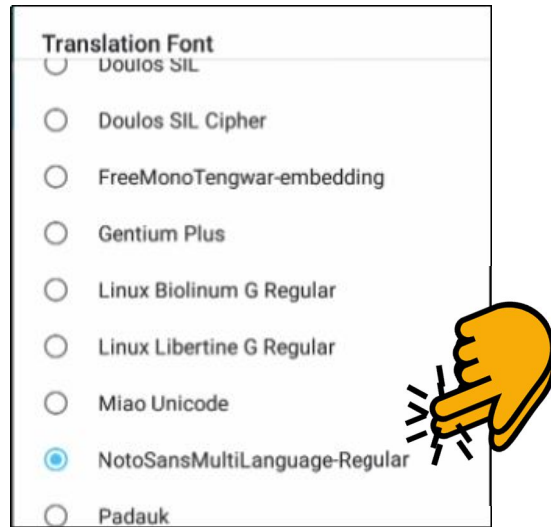
- a. Naming the tablet is helpful when sharing with a friend. See [Backup and Share Your Work](#) for more information.
- b. Tap **Device name** to name the tablet. A pop-up window opens where you can enter a name for your tablet.
- c. Tap **OK** to save the name.



2. Translation Font

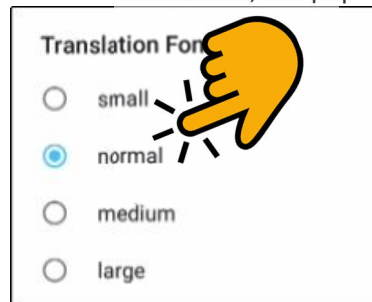
- a. The name of the chosen font is displayed. Tap **Translation Font** to change the displayed font in the text.

- b. A pop-up window shows the available fonts. Scroll through the names of the fonts and tap the name to select the desired font.



3. Translation Font Size

- a. The size of the chosen font is displayed. Tap **Translation Font size** to change the displayed font size in the text.
- b. A pop-up window shows the available sizes. Tap the desired size to select it. When you have selected a font, the pop-up window disappears.



4. Source Font

- a. The name of the chosen font is displayed.
- b. Tap **Source Font** to change the displayed font in the source.
- c. A pop-up window shows the available fonts. Scroll through the names of the fonts and tap the name to select the desired font. When you have selected a font, the pop-up window disappears.

5. Source Font Size

- a. The size of the chosen font is displayed.
- b. Tap **Source Font Size** to change the displayed font size in the text.
- c. A pop-up window shows the available sizes. Tap the desired size to select it. When you have selected a font size, the pop-up window disappears.

6. Always Share

- a. Tap in the empty square if you want the program to allow nearby translators to import your translations while the app is open.
- b. A blue square with a white check mark means that the option has already been chosen.

7. **Version:** The version of the translationStudio program is displayed.

8. **Check for updates:** Tap to check for updates to translationStudio. This uses an internet connection.

Server Settings

Keep the settings for the server as determined by the program. There is no need to edit any of the settings unless directed by an unfoldingWord support technician.

Legal Settings

Tap **Legal** to view important legal information.

Settings	
General	License Agreement
Server	Statement of Faith
Legal	Translation Guidelines
Advanced	Software Licenses
	Attribution

- **License Agreement** - read what you are permitted to do with the content in the program and the content that you create.
- **Statement of Faith** - you, the user of the program, agreed to this the first time the program was started. Read this to review what the Essentials Beliefs are.
- **Translation Guidelines** - read this document to learn about the guidelines that can help the translator clearly, accurately and naturally translate the text.
- **Software Licenses** - this file contains all the licenses for the various softwares that are used to create the translationStudio program.
- **Attribution** - read this document to learn about the restrictions of using the derivative works and name branding.

Advanced Settings

Check Hardware Requirements: Specify whether to check for suggested hardware when the app starts.

Backup Interval

The program sets the backup to occur every 5 minutes. This can be changed by the end user.

- Tap the words 'Backup Interval' to open the option screen.
- Tap the words to change the interval to '1 Minute', '5 Minutes', '10 Minutes' or to 'Disable Backup.' It is NOT recommended to disable the backup.

Logging Level and Developer Tools


The settings in these areas are set by the program. You should not change these settings unless directed to do so by a translationStudio technician.

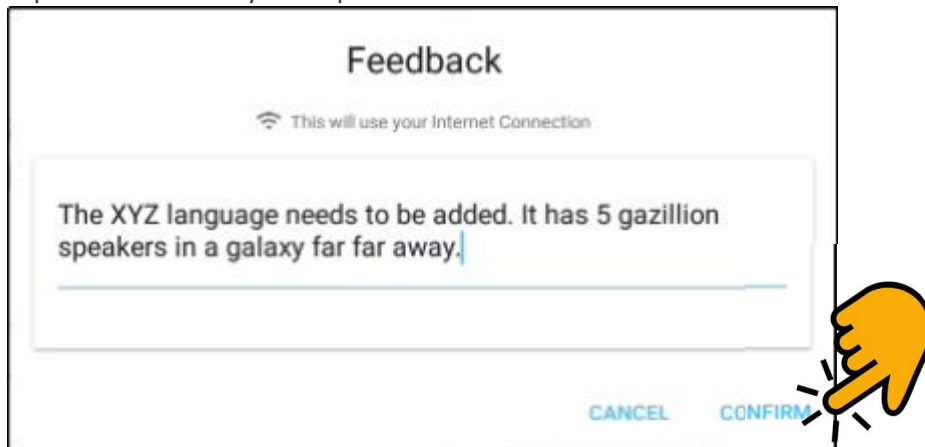
Find My Language

If you do not see your language in the list of target languages, first try alternate spellings, dialect names, and any variant names for your language. If you still can't find it, you can request that your language be added.

The best way to submit a request is to send an email to help@door43.org. Another method is to use the Feedback option from the options menu to submit a Bug Report. In either case, please provide as much information as you can about the language, such as the local name of the language, any other names it is known by, approximate number of speakers, where it is spoken, any similar languages, any published works in that language, etc.

Use **Feedback** in the 3-dot options menu to request a new language:

1. From any screen in translationStudio, tap the 3-dot icon  on the left or bottom.
2. In the list of options, tap **Feedback**.
3. The **Feedback** screen opens. Type the name of the language you would like added to translationStudio. Provide the location of the speakers and other names the language is known by. If you used a language that is already in the APP, tell which language you used.
4. Tap **Confirm** to send your request.



Note that even after requesting a new language, certain approvals are required before it will be added to translationStudio. Until your language is added to the APP, use *English Demo1* or *English Demo2*. You will need to use the Feedback option from the options menu to send a comment stating

that you used another language for your own. Once your translation has been received, the tS workers will put it in the correct language. Your translation will then show in your language.

Backup and Share Your Work

You can share your work with another program, send it to another device, or put it on an SD card. When your work is on a storage card, you can put it on a computer or device that has the translationStudio app.

Note: You can move or share only the changes that have been made on the device you are using to perform this function. In these instructions, "your work" means any changes made on this device.

To share, move, or store your work, see [Upload/Export Your Work](#).

MAST Core Concepts

What is MAST?

MAST stands for **M**obilized **A**ssistance **S**upporting **T**ranslation

MAST is a program for the rapid drafting of Scripture that is designed to be easy to learn and follow. The steps are designed to work together in sequence so that, when a translator follows them carefully, the outcome will be a draft of Scripture text that speaks naturally in the target language, and has been checked by several people to make sure that it communicates everything that the source text communicated.

Methodology Steps in MAST

MAST methodology is comprised of eight steps. The first four describe the Drafting Steps and the last four describe the Checking Steps.

Drafting Steps

1. **Consume** - Take in the source text, usually one chapter at a time for scripture translation. For a written translation, the translator would read the chapter, and for an oral translation the translator would listen to the chapter.
2. **Verbalize** - Express what you just consumed to someone else. Tell this other person what the chapter is about. It is best if you can do this in the target language. This should not be a detailed discussion of the text in exegetical form. This should largely focus on the expression of the main points of the chapter.
3. **Chunk** - Group the text of the chapter into sections. These sentences in each section should fit together because of a shared topic, theme, or chain of logic. The sections should be bigger than sentences or verses, often 2, 3, or 4 verses at a time. If you are translating in translationStudio from the ULB and UDB texts, you do not need to do this step because the chunking has been done for you. But if you would like to make different chunks than the ULB and UDB have, then go ahead and do so.
4. **Blind Draft** - Set aside the source text and draft the chunk as well as you can without looking back at the text. Write everything that you remember about that chunk. Do not look back at the

source text for this chunk until you begin the editing steps. Continue doing this with each chunk of the chapter before moving to the checking steps. (This step is for translating OL Bibles, not for translating the GL translation tools. In order to translate the GL translation tools such as the ULB, UDB, and Notes, you must have the source available to look at as you translate.)

Checking Steps

1. **Self edit** - The translator can now examine their newly drafted scripture chunks and compare them to the source text(s). Any error can be edited and corrected at this point. The key focus question at this step is, "What did I miss?" Anything that was missed in blind drafting should be added into the translation now, in the place where it is most natural in the target language.
2. **Peer edit** - When the translator has finished the self-edit step for the whole chapter, they should trade it for a chapter that another translator has finished self-editing. The translators will examine each other's chapter, looking for anything that seems unnatural as well as anything that seems to be inaccurate. When they find a problem, they should mark it and then discuss the problems and fix them together.
3. **Keyword Check** - a facilitator, working with the translator, should examine each new drafted chapter for all key words in two steps:
 - A. The facilitator should ask if each key word is present in the newly translated scripture. If it is not, then it either needs to be added or there needs to be a good reason why it is not, such as the meaning being communicated by a different word or words.
 - B. The facilitator should ask the translator to provide a definition of each key word in the text and compare it to an already developed list of contextual definitions. These definitions should match. If they do not, the translation team needs to discuss which word is the best to use for the key term in this context.
4. **Verse-by-Verse Check** - a facilitator should examine each verse of the newly translated chapter and compare it to the source text to make sure that it accurately communicates the same message as the source and to verify with the translator that the verses flow naturally in the target language.

Choosing What to Translate

What Should I Translate First?

At some point, the translation team will have to figure out what they should translate first, or, if they have already done some translation, what they should translate next. There are several factors that need to be considered:

- What does the church want to be translated?
- How experienced is the translation team?
- How much Biblical content has been translated into this language?

The answers to all of these questions are important. But remember this:

Translation is a skill that grows with experience.

Because translation is a skill that grows, it is wise to start translating content that is less complicated so that the translators can learn the skill while translating something simple.

Translation Difficulty

Wycliffe Bible Translators have rated the difficulty of translating the different books of the Bible. In their rating system, the most complicated books to translate receive a level 5 difficulty. The easiest books to translate are a level 1.

In general, books that have more abstract, poetic, and theologically loaded terms and ideas are more difficult to translate. Books that are more narrative and concrete are generally easier to translate.

Difficulty Level 5 (Most Difficult to Translate)

- Job, Psalms, Isaiah, Jeremiah, Ezekiel
- New Testament
 - Romans, Galatians, Ephesians, Philippians, Colossians, Hebrews

Difficulty Level 4

- Old Testament
 - Leviticus, Proverbs, Ecclesiastes, Song of Solomon, Lamentations, Daniel, Hosea, Joel, Amos, Obadiah, Micah, Nahum, Habakkuk, Zephaniah, Haggai, Zechariah, Malachi
- New Testament
 - John, 1-2 Corinthians, 1-2 Thessalonians, 1-2 Peter, 1 John, Jude

Difficulty Level 3

- Old Testament
 - Genesis, Exodus, Numbers, Deuteronomy
- New Testament
 - Matthew, Mark, Luke, Acts, 1-2 Timothy, Titus, Philemon, James, 2-3 John, Revelation

Difficulty Level 2

- Old Testament
 - Joshua, Judges, Ruth, 1-2 Samuel, 1-2 Kings, 1-2 Chronicles, Ezra, Nehemiah, Esther, Jonah
- New Testament
 - *none*

Difficulty Level 1 (Easiest to Translate)

- *none*

Open Bible Stories

Though Open Bible Stories was not assessed according to this rating system, it should fall under Difficulty Level 1. We recommend that you begin by translating Open Bible Stories. There are many good reasons to start by translating Open Bible Stories:

- Open Bible Stories was designed to be easily translated.
 - It is largely narrative.
 - Many difficult phrases and words have been simplified.
 - It has many pictures to help the translator understand the text.

- Open Bible Stories is much shorter than the Bible or even the New Testament, so it can be quickly completed and distributed to the Church.
- Since it is not Scripture, Open Bible Stories removes the fear that many translators have of translating the Word of God.
- Translating Open Bible Stories before translating the Bible gives the translators experience and training in translation, so that when they translate the

Bible, they will do it well. By translating Open Bible Stories, the translation team will gain:

- Experience in creating a translation and checking team
- Experience in doing the translation and checking process
- Experience in using the Door43 translation tools
- Experience in resolving translation conflicts
- Experience in getting church and community participation
- Experience in publishing and distributing content
- Open Bible Stories is a great tool to teach the church, evangelize the lost, and train the translators in what the Bible is all about.

You can work your way through the Stories in whatever order that you want, but we have found that Story #31 (see <http://ufw.io/en-obs-31>) is a good first story to translate since it is short and easy to understand.


Conclusion

Ultimately, the church needs to decide what they want to translate, and in what order. But because translation is a skill that improves with use, and because the translation and checking teams can learn so much about translating the Bible by translating Open Bible Stories, and because of the immense value that the translated Open Bible Stories gives to the local church, we highly recommend starting your translation project with Open Bible Stories.

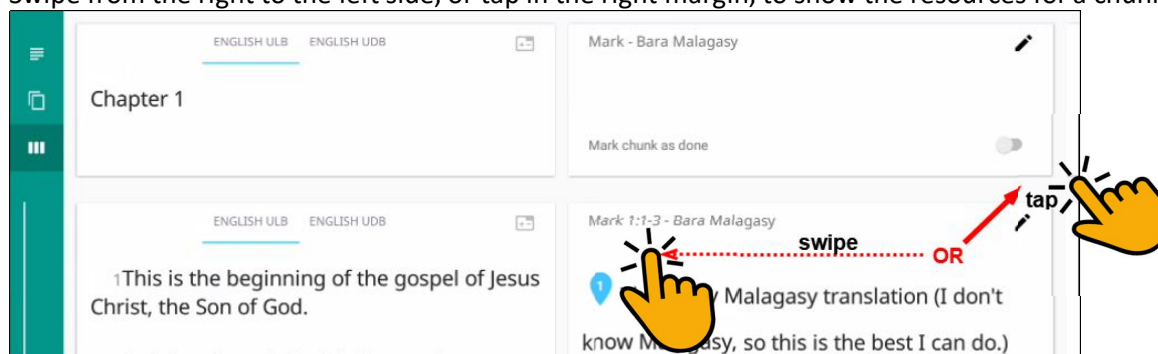
After translating Open Bible Stories, the church will need to decide if it would be more beneficial to start with how everything began (Genesis, Exodus) or with Jesus (New Testament gospels). In either case, we recommend starting Bible translation with some of the Difficulty Level 2 and 3 books (like Genesis, Ruth, and Mark). Finally, after the translation team has a lot of experience, then they can start translating Difficulty Level 4 and 5 books (like John, Hebrews, and Psalms). If the translation team follows this schedule, they will make better translations with far fewer mistakes.

Find the Resources (Helps) in translationStudio

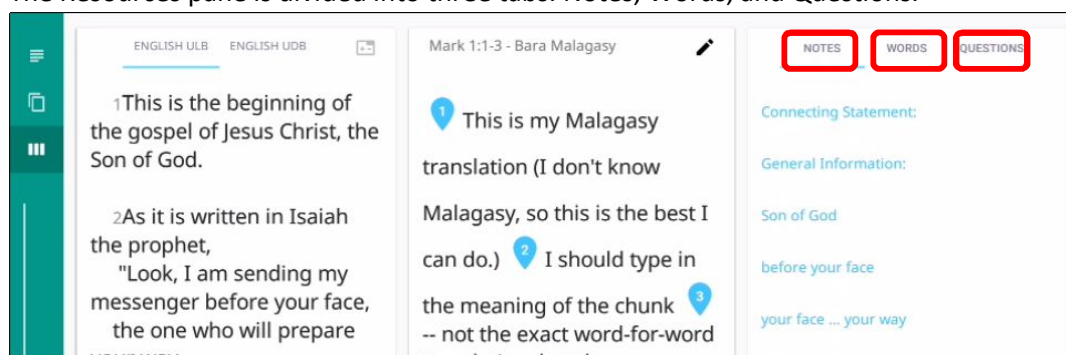
All of the translationNotes, translationWords and translationQuestions are included in the translationStudio mobile app.

Tap the **Check** icon  that looks like three vertical lines.

Swipe from the right to the left side, or tap in the right margin, to show the resources for a chunk.

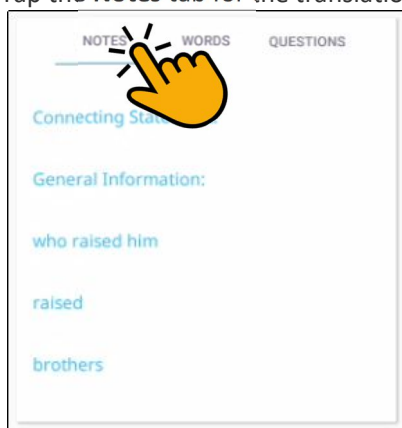


The Resources pane is divided into three tabs: Notes, Words, and Questions.



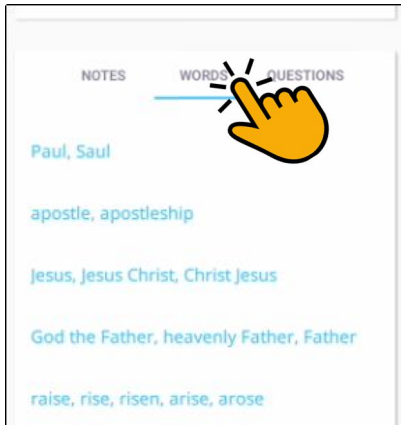
If there are no existing resources for a particular chunk, the resources pane is blank. If there are no resources of one of the types, then that tab does not exist on the resources pane. For example, if there are no Words for a chunk, then you would see only the Notes and Questions tabs on the Resources pane for that chunk.

- Tap the **Notes** tab for the translationNotes.



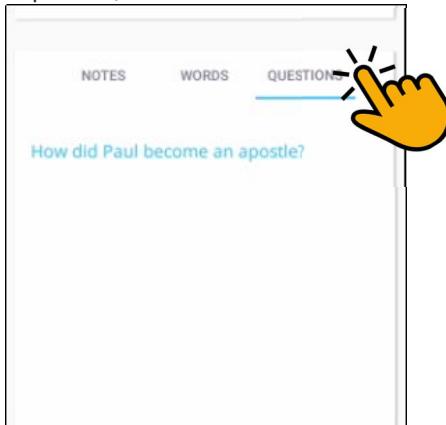
The words or phrases are listed as they appear in the story or in the ULB. Tap the phrase for help in understanding how to translate into the target language. See [Using the translationNotes](#) for more information.

- Tap the **Words** tab for the translationWords.



The words are listed as they appear in the story or in the ULB. Tap the word or phrase for help in understanding how to translate the word into the target language.

- Tap the **Questions** tab for the translationQuestions.



The questions are about information as it appears in the story or in the ULB. Read the question and answer it according to the translated text. Tap the question for the expected answer. If the given answer and the expected answer are the same then the translation might be clear and accurate.

When you are done with the translationHelps, swipe from left to right to make the pane disappear.

How to Use the translationHelps (Resources) in translationStudio

To help translators make the best translation possible, translationHelps have been created. The Resources include translationNotes, translationWords, and translationQuestions.

The **translationNotes** are cultural, linguistic, and exegetical notes that help to describe and explain the context in which the stories from Open Bible Stories and the Bible were written. They also inform the translator of translation options available to them. See [Using the translationNotes](https://door43.org/en/obs/notes) for more information.

- <https://door43.org/en/obs/notes>
- <https://door43.org/en/bible/notes/home>

The **translationWords** are important terms found in Open Bible Stories and the Bible. It is crucial that they be translated correctly. Each translationWord has a small article written about it as well as cross-references to

other places that term is used in Open Bible Stories and the Bible to ensure that it has been translated correctly there, too.

- <https://door43.org/en/obe/home>

The comprehension **translationQuestions** can be used to check the translation. These questions can be asked of anyone checking the translation work. Can the Target Language translation be used to correctly answer each of the questions? Read the question, answer the question from the information in the translated text, look at the answer in the program. Do both of the answers match? If so, then the translation is clear and accurate.

- <https://door43.org/en/obs/notes/questions/home>
- <https://door43.org/en/bible/questions/comprehension/home>

Once you have consulted the translationHelps, then you are ready to make the best translation.

Please use the Translation Resources when checking your translation!

Using the Translation Notes

To Translate from the ULB

Read the ULB. Do you understand the meaning of the text so that you can accurately, clearly and naturally translate the meaning into your language?

- YES? Start translating.
- NO? Look at the UDB if you have selected it as one of your source texts (see [How Do I Select or Change the Source Text Language?](#)). Does the UDB help you understand the meaning of the ULB text?
 - YES? Start translating.
 - NO? Read the translation notes for help.

Translation Notes are words or phrases copied from the ULB and then explained. In English, every note that explains the ULB starts with a bullet point, the ULB text in bold followed by a dash, and then translation suggestions or information for the translator. For example:

- **copied ULB text** - translation suggestion or information for the translator

There are many different types of notes in the Translation Notes. Each type of note gives the explanation in a different way. Knowing the type of note will help translators make decisions on the best way to translate the Bible text into their language.

- [Notes with Definitions](#) - Sometimes you may not know what a word in the ULB means. Simple definitions of words or phrases are added without quotes or sentence format.
- [Notes that Explain](#) - Simple explanations about words or phrases are in sentence format.

Suggested Translations

There are several types of suggested translations.

- [Notes with Synonyms and Equivalent Phrases](#) - There are times that the notes provide a translation suggestion that can replace the word or phrases in the ULB. These replacements can fit into the sentence without changing the meaning of the sentence. These are synonyms and equivalent phrases and are written in double-quotes. These mean the same as the text in the ULB.
- [Notes with Alternate Translations \(AT\)](#) - An alternate translation is a suggested change to the form or content of the ULB because the target language has a different form. The alternate translation should only be used when the ULB form or content will not fit into the form of your language.
- [Notes that Include a Quote from the UDB](#) - There may be no note if the UDB provides a good alternate translation for the ULB. However, on occasion there may be text from the UDB as well as a suggested translation. There will be "(UDB)" after the text from the UDB.
- [Notes that have Alternate Meanings](#) - Alternate meanings refer to when there are multiple ways to express something or when there are different understandings of what the word or phrase means.
- [Notes with Possible Meanings](#) - Sometimes Bible scholars do not know for sure, or do not agree on, what a particular phrase or sentence in the Bible means. Some reasons for this include: there are minor differences in the ancient Bible texts, or a word may have more than one meaning or use, or it may not be clear what a word (such as a pronoun) refers to in a particular phrase.
- [Notes that Identify Figures of Speech](#) - In the notes there will be an explanation on how to translate the Figure of Speech that is in the passage. Sometimes an Alternate Translation (AT:) is provided. There will also be a link to the translationAcademy page for additional information and translation strategies to help the translator accurately translate for the meaning of the passage.
- [Notes that Identify Indirect and Direct Quotes](#) - There are two kinds of quotations: direct quotation and indirect quotation. When translating a quotation, translators need to decide whether to translate it as a direct quotation or an indirect quotation.
- [Notes for Long ULB Phrases](#) - Sometimes there are notes for a phrase and separate notes for portions of that phrase. In that case, the larger phrase is first, and its parts afterward. The longer phrase is broken down so that translation suggestions for parts of the phrase can be explained for each part.

Notes with Definitions

Description

Sometimes you may not know what a word in the ULB means. The notes may have a definition or a description of the word or phrase to help you understand what it means.

Translation Notes Examples

Simple definitions of words or phrases are added without quotes or sentence format. Here are examples:

It is like children playing in the marketplace, who sit and call to one another and say, 'We played a flute for you (Matthew 11:16-17 ULB)

- **marketplace** - a large, open-air area where people would come to sell their goods
- **flute** - a long, hollow musical instrument which is played by blowing air in or over one end

people who dress in splendid clothing and live in luxury are in kings' palaces (Luke 7:25 ULB)

- **kings' palaces** - a large, expensive house that a king lives in

Translation Principles

- Use words that are already part of your language if possible.
- Keep expressions short if possible.
- Represent God's commands and historical facts accurately.

Translation Strategies

See [Translate Unknowns](#) for more information on translating words or phrases that are not known in your language.

Notes that Explain

Description

Sometimes you may not know what a word or phrase in the ULB means. And sometimes the same word or phrase is also used in the UDB. So the word or phrase is explained in the notes.

These explanations are meant to help you understand the word or phrase. Do not translate the explanations into your Bible. Instead use them to help you understand the meanings so you can translate the Bible text correctly.

Translation Notes Examples

Simple explanations about words or phrases are written as full sentences. They begin with a capital letter and end with a period (".").

The fishermen had gotten out of them and were washing their nets. (Luke 5:2 ULB)

- **washing their nets** - They were cleaning their fishing nets in order to use them again to catch fish. If you did not know that fishermen used nets to catch fish, you might wonder why the fishermen were cleaning their nets. This explanation can help you choose good words for "were washing" and "nets."

they motioned to their partners in the other boat (Luke 5:7 ULB)

- **motioned** - They were too far from shore to call so they made gestures, probably waving their arms.

This note can help you understand what kind of motion the people made. It was a motion that people would be able to see from a distance. This will help you choose a good word or phrase for "motioned."

He will be filled with the Holy Spirit, even while in his mother's womb. (Luke 1:14 ULB)

- **even while in his mother's womb** - The word "even" here indicates that this is especially surprising news. People had been filled with the Holy Spirit before, but no one had heard of an unborn baby's being filled with the Holy Spirit.

This note can help you understand what the word "even" means in this sentence, so you can find a way of showing how surprising this was.

Notes with Synonyms and Equivalent Phrases

Description

Sometimes immediately after the bolded words and hyphen there is a phrase in double quotation marks. This phrase means the same as the bolded words from the ULB and it can replace it in your translation. It may clarify who or what a pronoun refers to, or it may use words that you understand better.

Translation Notes Examples

'Make ready the way of the Lord, (Luke 3:4 ULB)

* **the way** - "the path" or "the road"

In this example, the words "the path" or the words "the road" can replace the words "the way" in the ULB. You can decide whether it is natural to say "way," "path," or "road" in your language.

whoever has food should do likewise." (Luke 3:10 ULB)

* **do likewise** - "do the same thing"

In this example, the words "do the same thing" can replace the words "do likewise" in the ULB. You, as the translator, can decide what is natural for your language.

Notes with Alternate Translations (AT)

Description

An alternate translation is a suggested change to the form or content of the ULB because the target language has a different form. The alternate translation should only be used when the ULB form or content would give a wrong meaning, or would be unclear or unnatural.

The alternate translation suggestion may involve, for example, stating implicit information clearly, changing passive voice to active, or rewording rhetorical questions as statements. The notes often explain why there is an alternate translation and have a link to a page that explains the topic.

Translation Notes Examples

The "AT:" indicates that this is an alternate translation. Some examples are:

Making Implicit Information Clear

it is the law of the Medes and Persians, that no decree or statute that the king issues can be changed. (Daniel 6:15 ULB)

- **no decree...can be changed** - An additional sentence may be added here to aid in understanding. AT: "no decree...can be changed. So they must throw Daniel into the pit of lions." (See: [Assumed Knowledge and Implicit Information](#))

The additional sentence shows what the speaker wanted the king to understand from his reminder that the king's decrees and statutes cannot be changed. Translators may need to state some things clearly in the translation that the original speaker or writer left unstated or implicit.

Passive to Active

to him who blasphemes against the Holy Spirit, it will not be forgiven. (Luke 12:10 ULB)

- **it will not be forgiven** - This can be expressed with an active verb. AT: God will not forgive him. This can also be expressed in a positive way using a verb that means the opposite of "forgive." AT: "God will consider him guilty forever" (See: [Active or Passive](#))

Translators whose languages do not have passive sentences will need to know how they can translate passive sentences that they find in the Bible.

Rhetorical Question

Saul, Saul, why are you persecuting me? (Acts 9:4 ULB)

- **why are you persecuting me?** - The Lord used this question to rebuke Saul. In some languages a statement would be more clear. AT: "You are persecuting me!" (See: [Rhetorical Question](#))

Notes That Include a Quote from the UDB

Description

There may not be a note if the Unlocked Dynamic Bible provides a good alternate translation for the ULB. However, on occasion a note may include text from the UDB as a suggested translation. In that case the text from the UDB will be followed by "(UDB)."

Translation Notes Examples

they implored him to stay with them (John 4:40 ULB)

they urged him to stay a longer time with them (John 4:40 UDB)

- **implored him** - "begged him" or "urged him" (UDB)

Here the suggested translation for the words 'implored him' is 'begged him.' The words, 'urged him' from the UDB mean the same thing and are included as another suggestion.

When he saw Jesus, he fell on his face (Luke 5:12 ULB)

When he saw Jesus, he bowed down to the ground (Luke 5:12 UDB)

- **he fell on his face** - "he knelt and touched the ground with his face" or "he bowed down to the ground" (UDB)

Here the words from the UDB are provided as another translation suggestion.

Notes That Have Alternate Meanings

Description

Alternate meanings refer to when there are different understandings of what a word or phrase means.

The note will have the ULB text followed by an explanation starting with the words "Possible meanings are." The meanings are numbered, and the first one is most likely correct. If a meaning is given in a way that it can be used as a translation, it will have quote marks around it.

The translator needs to decide which meaning to translate. Translators may choose the first meaning, or they may choose one of the other meanings if the people in their community use and respect another Bible version that has one of those other meanings.

Translation Notes Examples

You are like a young lion among the nations, like a monster in the seas (Ezekiel 32:2 ULB)

- **like a monster in the seas** - Possible meanings are that 1) he was powerful or 2) he was not doing anything important.

This note has the ULB text followed by two meanings. The note starts with 'Possible meanings are,' and the meanings are numbered. The first meaning is most likely correct.

But Simon Peter, when he saw it, fell down at Jesus' knees (Luke 5:8 ULB)

- **fell down at Jesus' knees** - Possible meanings are 1) "bowed down at Jesus' feet" or 2) "lay down on the ground at Jesus' feet" or 3) "knelt down before Jesus." Peter did not fall accidentally. He did this as a sign of humility and respect for Jesus.

This note explains what 'fell down at Jesus' knees' might mean. The first meaning is most likely correct, but the other meanings are also possible. If your language does not have a general word that could refer to any of these actions, you may need to use a word that shows specifically how Simon Peter did this.

Notes with Possible Meanings

Description

Sometimes Bible scholars do not know for sure, or do not agree on, what a particular phrase or sentence in the Bible means. Some reasons for this include:

1. There are minor differences in the ancient Bible texts.
2. A word may have more than one meaning or use.
3. It may not be clear what a word (such as a pronoun) refers to in a particular phrase.

Translation Notes Examples

When many scholars say that a word or phrase means one thing, and many others say that it means other things, we show the most common meanings that they give. Our notes for these situations begin with "Possible meanings are" and then give a **numbered list**. We recommend that you use the first meaning given. However, if people in your community have access to another Bible that uses one of the other possible meanings, you may decide that it is better to use that meaning.

But Simon Peter, when he saw it, fell down at Jesus' knees, saying, "Depart from me, for I am a sinful man, Lord." (Luke 5:8 ULB)

- **fell down at Jesus' knees** - Possible meanings are 1) "bowed down at Jesus feet" or 2) "lay down on the ground at Jesus feet" or 3) "knelt down before Jesus." Peter did not fall accidentally. He did this as a sign of humility and respect for Jesus.

Translation Strategies

1. Translate it in such a way that the reader could understand either meaning as a possibility.
2. If it is not possible to do that in your language, then choose a meaning and translate it with that meaning.
3. If not choosing a meaning would make it hard for the readers to understand the passage in general, then choose a meaning and translate it with that meaning.

Notes That Identify Figures of Speech

Description

Figures of speech are ways of saying things that use words in non-literal ways. That is, the meaning of a figure of speech is not the same as the more direct meaning of its words. There are many different types of figures of speech.

In the translationNotes there will be an explanation about the meaning of a figure of speech that is in the passage. Sometimes an alternate translation is provided. This is marked as "AT," which is the initial letters of "alternate translation." There will also be a link to a translationAcademy page that gives additional information and translation strategies for that kind of figure of speech.

In order to translate the meaning, you need to be able to recognize the figure of speech and know what it means in the source language. Then you can choose either a figure of speech or a direct way to communicate that same meaning in the target language.

Translation Notes Examples

Many will come in my name and say, 'I am he,' and they will lead many astray. (Mark 13:6 ULB)

- **Many will come in my name** - The word "name" represents the authority of Jesus. AT: "Many will come, claiming my authority and permission." (See: [Metonymy](#))

The figure of speech in this note is metonymy. The note explains the metonymy in this passage and gives an alternate translation. After that, there is a link to the tA page about metonymy. Click on the link to learn about metonymy and general strategies for translating metonymys.

"You offspring of poisonous snakes, who warned you to flee from the wrath that is coming? (Luke 3:7 ULB)

- **You offspring of poisonous snakes** - This is a word picture. Poisonous snakes are dangerous and represent evil. AT: "You evil poisonous snakes!" or "You are evil like poisonous snakes."
(See: [Metaphor](#))

The figure of speech in this note is metaphor. The note explains the metaphor and gives two alternate translations. After that, there is a link to the tA page about metaphors. Click on the link to learn about metaphors and general strategies for translating them.

Notes That Identify Indirect and Direct Quotes

Description

There are two kinds of quotations: direct quotation and indirect quotation. When translating a quotation, translators need to decide whether to translate it as a direct quotation or an indirect quotation. (See: [Direct and Indirect Quotations](#))

When there is a direct or indirect quote in the ULB, the notes may have an option for translating it as the other kind of quote. The translation suggestion may start with "It can be translated as a direct quote:" or "It can be translated as an indirect quote:" and it will be followed by that kind of quote. This may be followed by a link to the information page called "Direct and Indirect Quotations."

There is a likely to be a note about direct and indirect quotes when a quote has another quote inside of it, because these can be confusing. In some languages it may be more natural to translate one of these quotes with a direct quote and the other quote with an indirect quote. The note will end with a link to the information page called "[Quotes within Quotes](#)."

Translation Notes Examples

He instructed him to tell no one (Luke 5:14 ULB)

- **to tell no one** - This can be translated as a direct quote: "Do not tell anyone." The implied information is "that you have been healed." (See: [Direct and Indirect Quotations](#))
Here the translation suggestion is to change the indirect quote to a direct quote.

At the time of the harvest I will say to the reapers, "First pull out the weeds and tie them in bundles to burn them, but gather the wheat into my barn." (Matthew 13:30 ULB)

- **I will say to the reapers, "First pull out the weeds and tie them in bundles to burn them, but gather the wheat into my barn"** - You can translate this as an indirect quote: "I will tell the reapers to first gather up the weeds and tie them in bundles to burn them, then gather the wheat into my barn." (See: [Direct and Indirect Quotations](#))

Here the translation suggestion is to change the direct quote to an indirect quote.

Notes for Long ULB Phrases

Description

Sometimes there are notes for a phrase and separate notes for portions of that phrase. In that case, the larger phrase is explained first, and its parts afterward.

Translation Notes Examples

But it is to the extent of your hardness and unrepentant heart that you are storing up for yourself wrath in the day of wrath (Romans 2:5 ULB)

- **But it is to the extent of your hardness and unrepentant heart** - Paul compares a person who refuses to listen and obey God to something hard, like a stone. The heart represents the whole person. AT: "It is because you refuse to listen and repent" (See: [Metaphor](#) and [Metonymy](#))
- **hardness and unrepentant heart** - The phrase "unrepentant heart" explains the word "hardness" (See: [Doublet](#))

In this example the first note explains the metaphor and metonymy, and the second explains the doublet in the same passage.