eZ Publish Translators Guide

This guide will explain the usage of the translation manager extension for the eZ publish content management system.

Short Introduction Into the eZ Publish Backend

- [Login page](#)
- [Overview](#)

Configuring SDL Trados

If you are using the translation manager the first time, you will need to apply the Trados definition files to your Trados installation to properly display our XML output.

You can acquire a download package including the definition files at http://admin.example.com/tm/download/trados. The package itself is in the compressed format "tgz" (tar + gzip).

Inside the file you find two Trados settings file:
- "ez-translation.ini": Translation of standard web pages
- "ez-gui.ini": Translation of user interface string (e.g. web site buttons, etc.)

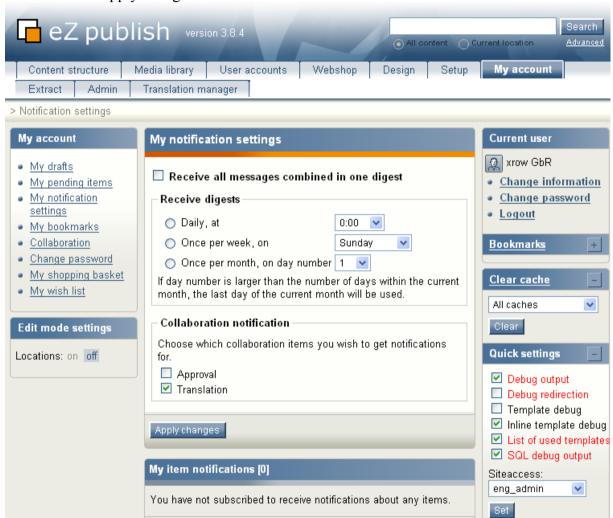To setup this file with Trados go through the following steps:
1. Open the TagEditor
2. Select Tools > DTD Settings from the menu.
3. Press the "Add" button.
4. Select the "ez-translation.ini" file and confirm.
5. Repeat steps 3 and 4 for the "ez-UI.ini" file.

The setup is now complete.

Receiving Email Notifications

In order to receive email notifications for translation jobs from the system, it is necessary to change your notification settings in eZ publish.

1. Login to the backend.
2. Select "My account".
3. Select "My notification settings".
4. Check the "Translation Checkbox" in the "Collaboration Notification" box
5. Press "Apply changes" to confirm.

Content Publishing

The publishing process involving the translators work
Creation of new content in source language by the editor
Translation by the translator
Approval by a second translator or the translator him/herself
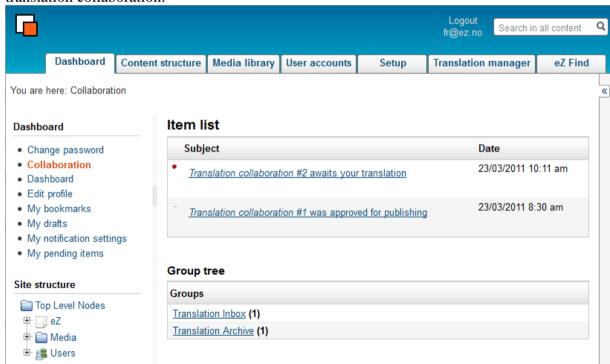Publishing of content in all languages

During the publishing process you will be notified via email that new content awaits your translation. That is time the editor has assigned you to translate new content in one or more target languages.

The email includes a link directly to the corresponding translation job in the eZ publish backend.

Translation

To view your current active translation jobs that need your attention you will need to login into eZ publish. After you are logged in you need to go to "Dashboard" in the top navigation bar.
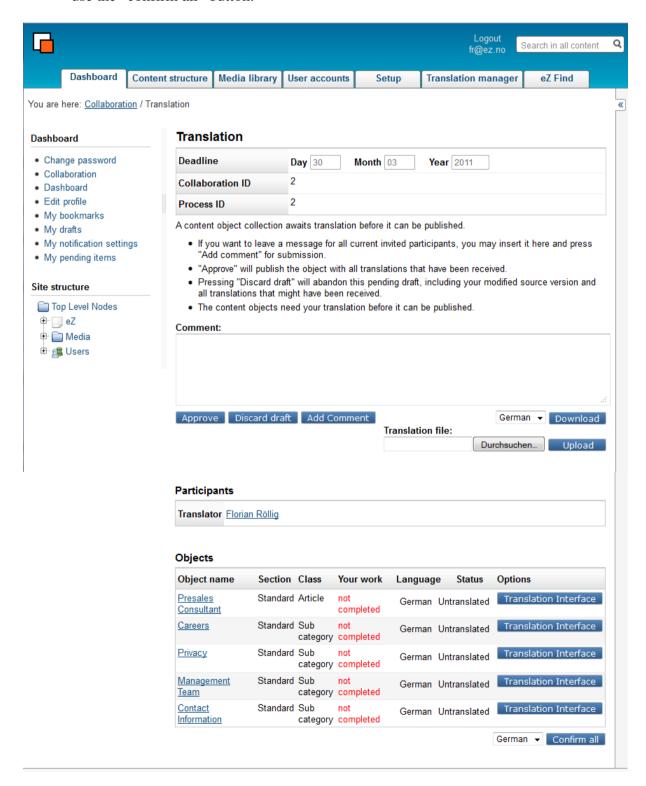
The following screen you see is the "Collaboration summary" which lists all open jobs in the system. Among those jobs you will probably find open translation jobs. For example: #2 hasn't been translated yet. If you click on the link you will get to the full view of the translation collaboration.

In the translation collaboration screen you have the following options before you upload the translated XML file back into the system:

- Download the untranslated XML file for each target language.
- Upload the translated XML file for this translation job.
- Leave a comment for all participants. They will receive an email and they will also be able to see the message in this screen.

- The object list will show you if your work for each content object is completed or not. Additionally you can also open the translation interface that will give you an overview over each language you had been assigned to and the option to preview and confirm your translations. The preview option might be not available for every content object because of missing frontend design files.
- After you have uploaded your translations you need to confirm each single object or use the "confirm all" button.

When you have pressed the button "Translation Interface" you can see a screen with following options which will give you an overview over each object and its translation assigned to you:

- View the object in source language.
- View the object in selected target language.
- Confirm translation of the object for selected language.

After upload and confirmation of your translations the status for each object has turned to "confirmed" and your work status is "completed". You have now successfully translated one or more content objects. You may logout now and wait for your next assignment.

Approval

The approval process is very similar to the Translation process. Once a Translation has been confirmed the workflow could lead into an approval event where a second translator has to approve all translation that has been done by the first translator.

End

In the end when the first translators confirmed and the second approved the work. The items are send back to the editor or directly to publishing.

Glossary

eZ Publish

An enterprise content management system

Content Object / Object

A container defined by a certain definition that holds information and assets.

Translation manager

An eZ publish extension which optimizes the translation workflow and integrates SDL Trados for translation.