**Date:29-11-23**

**\*\*Topic : Introduction of Memsource CAT Tool , Pre-processing steps**

**\*\*Create a project:- Required--->**

1.Project Name

2.Source Language –-> If we define a Source language at once, then we cant edit target language.

3.Traget language --> We can select multiple Traget language at once

4.Templte --> If neccesarry we can use Template

5.Machine Translation Engine --> In most case we disable and save this option , but when if neccessary for traslation we can use it.

6.Now we can create a project .

**\*\*Project Dashboard -->**

1.Choose file option --> we can choose any file format file , and we can select multiples files at once.

2.Now we can select the Target language option , Generally in rear cases we can select particulare language .

3.Pre-tarnslation option disable

4.Now our job is succesfully completed

5.Now we can able to see translation editor for source and target language , and we can cross check the input file and source segment is correct or not .

6.we can use filter option for filtering the project.

**\*\*Full form** – **PM** - Project Maneger  
 **TM** – Translation Memory  
 **TB** - Term Base - glossary

**Date 30-11-23 :-**

**\*\*Topic : How we can create Translation memory (TM) and Term Base (TB). And Import and Export.**

**\*\*\* If necessary and we have requirement the we can create TM and TB. In our case only project manager is create the TM and TB \*\*\***

**\*\* Translation memory :-** We can create Translation memory by TWO ways , one is direct option is available and another the option is available on Project from that we can create a Translation memory.

1. Translation memory :- is a database based on preivisly transaltion project which we can used this TM for future projects for pre-transaltions .

**\*\*Term Based :-** We can create TB by two ways. One is direct option is available on project from that we can create a TB.

1.Term Based :- It used for keep translations consistent within projects.

**\*\*Import and Export :-** We can Import the file , but in TM and TB their is xlsx file format first we can download the xlsx file format then we filled with our source and target column and then by using that format we can able to import that file.And we can to see total segment also when we import the files.

**\*\*Date:1-12-2023:-**

**\*\*Topic :- MT on memsource tool**

1.First we have to create a project and select the source and Traget language , on the left side we have settings option , in that we have to select machine translation engine , in that google translate we choose and so many options are available. Then create a project.

**Ex: Step by Step –**

crate a project -- give source and target language -- MT engine -- save project -- create a bob -- select pre-translate -- pre-transalated where empty -- download file -- complete file .

2.Then we have to create a job and upload the files .then we have to select pre-translate option, in which we can click on “pre-translation where empty” option , then we have click on selected files , and then we can able to see , a editor is open and we can see the translated text on that. And we can able download the files in that select complete file option.

**Date:02-12-2023:-**

**Topic :- How we can used regex while pre-processing the file**

1.Create a project , define the source and target language , disable the MT option.

2.Create a job and upload a specific file and if you see their is options are available , 1.Translated text , 2.PMS tags , and also other options , we can set the regex for that , and then create a job.

3.After creation of job is done then , you can click on the input file and editor is open and we can able to see the source and target column . If our input file contains the HTML tags then we can also

able to see that in source column.

**Date :05-12-2023**

**Topic :- How we can analyse the word count.**

1.Create a project , define the source and target language , disable the MT option.

2.Create a job and upload a specific file and if you see their is options are available , 1.Translated text , 2.PMS /HTML tags , we can set the regex for that , and then create a job.

3.After the job is created then we can able to see the analyse option is available at the dashboard .

4.Click on the analyse option set the type default , set the count units source , and then click on the analyse .

5.At main dashboard to can able to see the analyse report is generated . In which we can finds words count , characters count , etc.

6.IMP : In our case the the word count report is generated by PM only.

**Date:06-12-2023**

**Topic :- how we can perform QA in Memsource Tool.**

**We perfome QA on the translated file.**

1.First we have to create a project and specify the source and target language. And create a job untick the pre-translate option , and create a job and upload the file .

2.Now the Project dashboard is open and we can able see the job , then if click on the input file

now we can able to see the editor is open.

3.At tha right side of the editor perform QA (Quality assurance) option is available if we click on QA option , then we can perform the QA on input file. In which many options are available   
1.Linguistic 2.Terminology 3.Formatting and tags 4.workflow.

If we select this options as per our requirement .

And at last we can click on the run all checks to able to see QA.

**Date:07-12-2023**

**Topic:- Introduction to MemoQ Tool**

**1.How to create a project ..?**

--> 1. First we have to open the MemoQ tool and we can able to see memoq dashboard at the top of we can see create a project option , in that option we can able to see two option 1.Project Template , and new project.

2.New Project , we have to choose New project option generally we cant use project template , if any case it necessary to use .

3.Create a project , write a project name specify the source and target language , and click on the next button , and new slide is open and we can able to see at the bottom of the slide their is import with options , click that option and if we want to use TM and TB so click on next button otherwise click on finish button and our project is created .

4.We can able to see the project name , and if we right click , then open translation option is there and then we can see the translation editor is open .

5.Inside Editor if we click on one segment or all segments and we can confirm the segment translation and it will direct goes to TM as same we can confirm for all selected segments .

6.Same as we can able to lock the segment we want , for speacific segment and for all segments .

For single segment options is available inside translation and for all segment lock option is available on preparation options .

**Date:08-12-2023**

**Topic: How to create TM , TB and Import and Export the file.**

**1.How to create TM.**

1.If we open the MemoQ tool , first we have to create a project and specifiy the source and target language and create a project .

2.In MemoQ dashboard and project dashboard we can able to see TM option is available , click on that and TM dashboard is open , right click and open and create new file , and gave file name.save the file.

3.And like that we export the file , right click on TM dashboard and export the file in TMX file format .

4.In in Tm dashboard if we untick the file name then we can able to delect the TM file

**2.How to create TB**

1.If we open the MemoQ tool , first we have to create a project and specifiy the source and target language and create a project .

2.In MemoQ dashboard and project dashboard we can able to see TB option is available , click on that and TB dashboard is open , right click and open and create new file , and gave file name.save the file.

3.And like that we export the file , right click on TB dashboard and export the file in three file format 1.CSV , 2.XLSX , 3.XML file format.

4.In TB dashboard if we untick the file name then we can able to delete the TB file .

**Date: 11-12-2023**

**Topic :- How we can add the filter in MemoQ tool. While prepare the file.**

1.First we have to create a project and set source and target language .

2.Then we have import the files and if we click on next then we can able to see filter and configuration option click on that , then we can able to see the add filter options we can click on regex text filter also give a name to filter and encoding is set as UTF-8 for all files and add the filter.And close the window.

3.First we have to choose the filter and we can able to see file name and click on finish option . Then we can see the project name , if we can right click on project name , then we can see the editor is open and also the source and target column.

**Date:12-12-2023:**

**Topic : Prepare different types of files using regular expression .**

1.First we have to create a project and set source and traget language , project name and click on next button.

2.Then we have to import the file and and click on next button and at down we can able to see default filter and at the bottom we can see the filter and configuration option is available click on that .

3.Now we can see the filter and filter configuration options are available . , click on filter option and set cascading filter for .md.txt file. And now add cascading filter and set the regex tagger for the same and add the regular exprestions as required and save the filter and close the current window and click on ok button. And finish.

4.Now we can able to see project home and in that our project name is available, right click on that and open the transaltion editor. And cross check with our input file.

**Date:13-12-2023**

**Topic : Word count analysis in memoQ tool .**

1.Open the MemoQ tool and at MemoQ dashboard we can see documents object are available at the right side of project click on documents . Then we can able to see , the statistics option click on that .

2.After that we can able to see that three options scope , count and analysis .

3.scope -->project , and tick on show result for each file .

4.counts -->show counts .

5. analysis –-> set as it is default settings.

6. And at last click on calculate option , then we can able to see the statistics report at current dashboard.we can also see the word count for separate file and for all the filse, And also we can export the in Hmtl and csv file .

**Date:19-12-2023**

**Topic Name : - Ho we can perform QA in Memoq Tool**

1.open the Memoq tool and at the top of the memoq dashboard we see the Resource Console option is available , at the left side QA settings is available click on that and open it.

2.click on create new , Name the QA option set and click on okk.

3.After that we can edit the the created QA as per requirement and save the settings. We can also clone, delete , edit , and Import and Export the New QA. At the end close the page.

4.At the Home dashboard of memoq we can able to see preparation option is available click on that after that click on quality Assurance , run QA then we can select the project , selected documents and active documents and selecte the location where you want to saved and click on ok.

5.Now we successfully export/download the QA report in html format.

**Date 20-12-2023**

**Topic : Perform QA using Xbench tool.**

1.Open the Xbench tool , we can see the dashboard is open and then we can click on project and add the file and selected the file type and click on next button then , add file and open the file in xbench . Select the priority low in property menu when traslation is done and select high when we import the term base in xbench. And tick on on going translation and click on ok.

2.After adding the file , we can add checklist for custom check , and select the check group option as necessary requirement then click on , check ongoing translation option and we can see the file is report is open and we can check the source and target column and we can see the Error Description also so we can identify the following error.

3.And at last we can export/download the report in html format.