



Human-True Translation Process



1 Selection

- Project assessment by PM team.
- Assign to translators and proofreaders.
- Transmit client specific instructions, glossaries nomenclature guides.

2 Translation

- Memories applied; human linguists conduct post-editing & formatting.
- PM team provides client with questions from translators as needed.
- PM team provides translators with client responses to inquiries.

3 Proofreading

- Proofreader reviews target document.
- Inconsistencies are addressed and reconciled.
- Cultural adaption and consensus by additional linguist as needed.

4 Formatting/Review

- PM team ensures original formatting is preserved.
- Examination of requirements set forth by client.
- Translation is submitted for client review and feedback.



5 Client Approval

- Client edits returned and addressed, as applicable.
- Final version of translated document is packaged and delivered to client.
- Memory translation approved for future projects.

