

AAB UNIVERSITY

Lecture 5

Use of technology in translation process

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SDL Trados Studio 2014 Getting Started

Agenda

- Introducing SDL Trados Studio
- SDL Trados Studio 2014 – Technology, concepts and workflow overview
- Translation workflow
- Questions and answers

Introducing SDL Trados Studio

- SDL Trados Studio enables organizations to effectively manage all aspects of their translation projects.
- SDL Trados Studio incorporates project management and computer-aided translation (CAT) tools for use by project managers, translators, editors, proofreaders and other language professionals.
- These are presented in easy to-use views which you can arrange in whatever way you prefer.

SDL Trados Studio 2014 – components and their interaction

- Translation Memory
- Termbase
- AutoSuggest Dictionary
- Editing environment

How to...

- How to open and translate a simple document in SDL Trados Studio 2014?
- How to open a project package in SDL Trados Studio 2014?
- How to translate the documents contained in the project package in the editor?
- How to work with automatic suggestions from the translation memory, the termbase and the AutoSuggest Dictionary?

How to...

- How to create a return package with the finished translation
- How to configure quality checks in SDL Trados Studio
- How to run quality checks on the translated document
- How to configure the spelling checker in SDL Trados Studio to work with the Albanian language
- How to run the spell checker in SDL Trados Studio
- How to insert comments for the reviewer

SDL Trados Studio Technologies

- Translation memories (TM)
- Termbases (TB)
- AutoSuggest Dictionaries (ASD)
- Editing environment
- Translation workflow and processes

TM in DSL Trados studio

- Translation memories (TMs for short) are databases that store source sentences and their translations as segment pairs.
- Note that as not every text element in a document is a full sentence, translation tools refer to segments rather than sentences.
- Usually a segment is a sentence, but it could also be just a few words, like the heading Getting Started.



You should use a
Translation Memory
to store your
translated segments,
and make use of
them later.

TM in DSL Trados studio

- The TM 'remembers' each segment that is translated, and stores the source/target segment pairs in the TM database as translation units (TUs).
- If an identical or a similar segment comes up later, it does not need to be translated from scratch.
- Instead, the translation can be easily retrieved from the TM database.

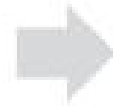
Creating TM in SDL



- Name, description, copyright
- Languages
- Character-based concordance search



- Text or List fields
- Settings
 - Recognize dates
 - Recognize times
 - Recognize numbers
 - Recognize acronyms
 - Recognize variables
 - Recognize measurements



- Variable list
- Abbreviation list
- Ordinal follower list
- Segmentation rules



SDLTM

Benefits of TM in DSL Trados studio

- **This technology offers two main advantages:**
- Faster turnaround times and cost-savings, as repetitive content can be translated much more quickly.
- Better consistency and quality: with TM technology you can make sure that you do not translate repeated occurrences of the same sentence differently, which can be confusing to readers

Terminology Databases (Termbases)

- Terminology databases (or termbases) are similar to electronic dictionaries.
- Rather than storing whole segments, they contain single words or expressions.
- Creating and maintaining termbases is useful for storing organization-specific, customer-specific or product-specific terms, which cannot be found in standard dictionaries.

Terminology Databases (Termbases)

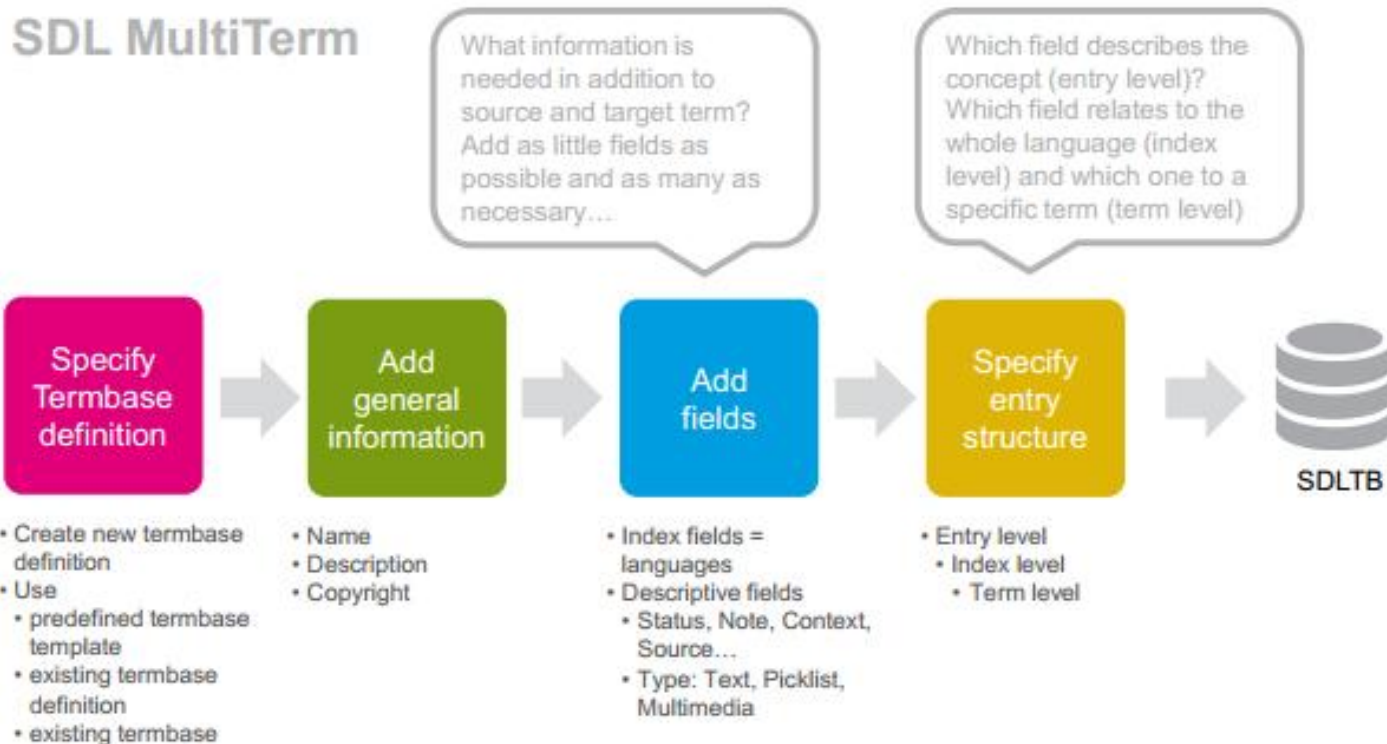
- Example: a termbase used for software localization may contain terms such as dialog box, dropdown list, taskbar, etc.
- Termbases can be accessed from within a translation environment, e.g. SDL Trados Studio 2014.
- In this case, the source sentences are automatically searched for relevant terminology in the background.

Terminology Databases (Termbases)

- The corresponding target terms can then easily be inserted into the translation.
- This process is called active term recognition.
- This saves you the trouble of having to open a separate application in order to do time consuming research work.

Creating Termbases

- The predefined termbase templates can be adjusted and extended during termbase creation.



Advantages of Termbases

- **Cost and time savings**, as you avoid tedious extra work such as researching and typing long-winded expressions.
- **Quality increases**, as the same expressions are used consistently throughout a document.
- Termbases help you effectively **avoid unnecessary variations**, which can be confusing to readers.
- You can create and manage terminology that is customer or product-specific and that cannot be found in any standard dictionary.

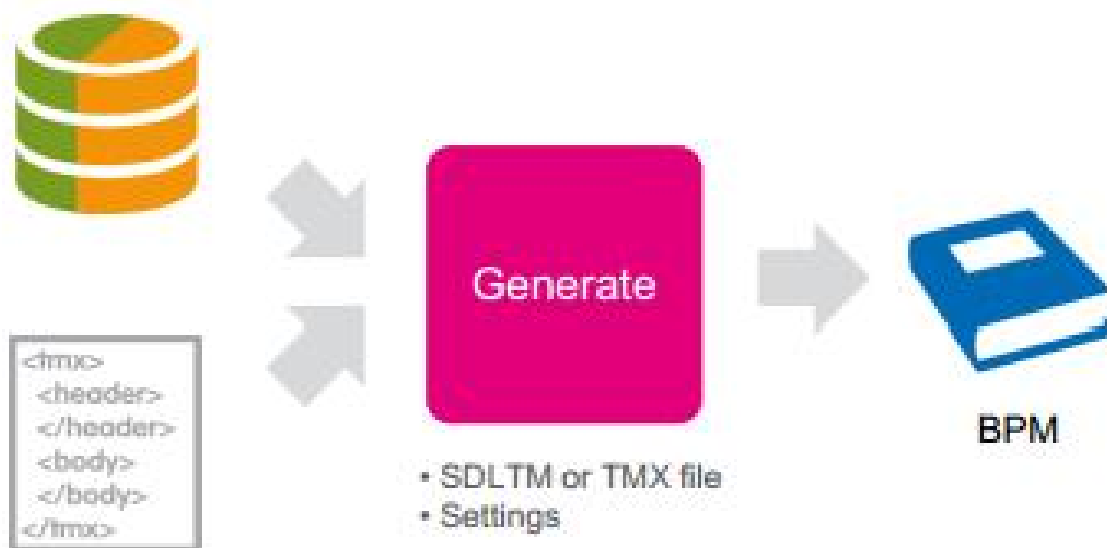
AutoSuggest Dictionaries

- While TMs store whole segments, AutoSuggest dictionaries are used for retrieving segment fragments.
- When you use an AutoSuggest dictionary, it will automatically suggest segment fragments while you are typing.
- For example, when you start typing the letter “d”, it will suggest relevant expressions that fit the current context, e.g. distribution pattern of centipedes.

AutoSuggest Dictionaries

- AutoSuggest dictionaries are created from translation memories.
- SDL Trados Studio 2014 offers a wizard that allows you to select a given TM for creation of an AutoSuggest dictionary.
- A sophisticated algorithm analyzes the TM for useful words, expressions and phrases, which can later be automatically suggested while typing.

Generate AutoSuggest Dictionaries

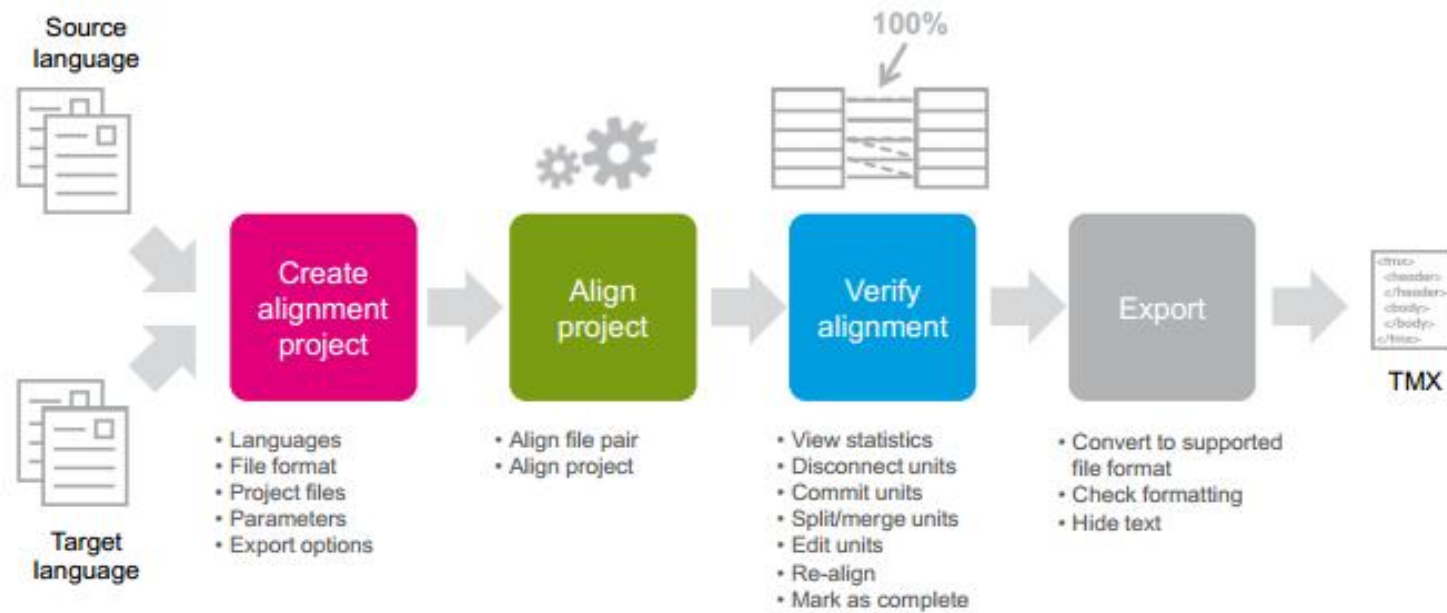


AutoSuggest generation process can run in the background.
AutoSuggest dictionaries are not updated during translation.

Alignment

- When you start using a translation memory tool, you will have to fill it with your own translations, as the database is empty at the beginning.
- In order to re-use any translations you have already done, you can use the alignment tool to create segment pairs out of two separate documents (source language document and translated document).
- These segment pairs can then be imported into your translation memory.
- From there you can easily re-use your previous translations.

Aligning Translated Documents



Don't forget to save the alignment project (PJT).
The exported TMX file can be imported into a translation memory.

Translating a single file

- Opening a file for translation
- Creating a new translation memory
- Introduction to the translation editing environment
- Translating the file
- Applying formatting and inserting tags (QuickInsert)
- Previewing files in their original layout
- Saving your translation

Project packages

- What are project packages?
- Opening a project package
- Reading the Analyze Files report
- Accessing the package files
- Translating and re-using existing translations from translation memory, termbase, AutoSuggest dictionary
- Leaving comments for the reviewer in the target segments
- Quality assurance: Spell check and Tag verification
- Creating the return package for delivery

Optimizing the Studio editing environment

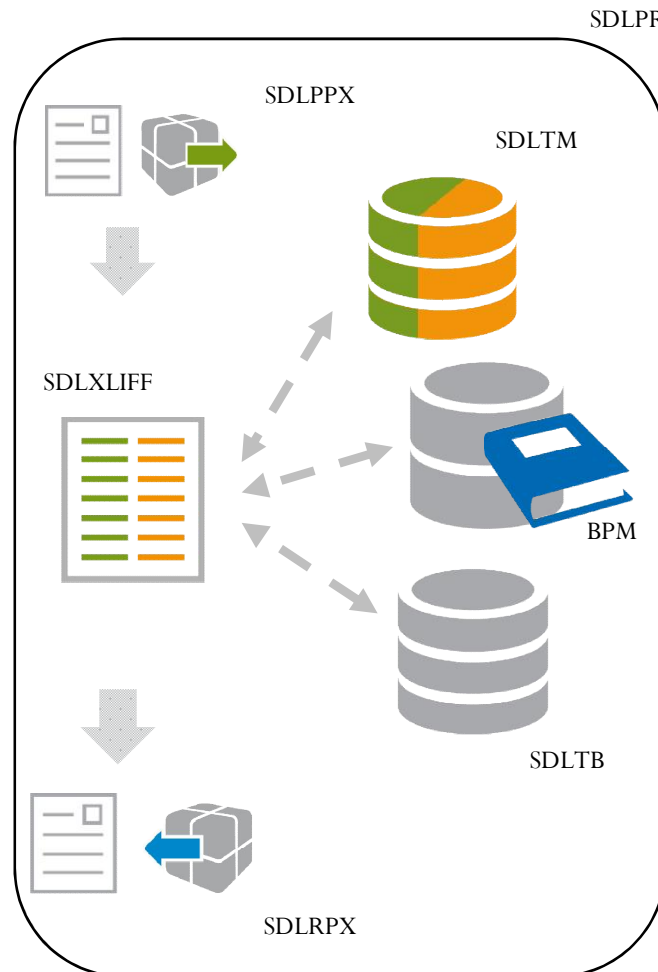
- Configuring QA (Quality Assurance) -checks in SDL Trados Studio
- Customizing the font sizes in the editor
- Optimizing AutoPropagate settings
- Configuring the Hunspell Spell Checker for Albanian
- Configuring the default language direction
- Configuring the default TM
- Adding an AutoSuggest Dictionary to the setup
- Creating a simple termbase and adding it to the setup
- Configuring termbase checks

Leveraging legacy resources

- Creating TMs using the alignment
- Importing TMX files into the TM
- Creating an auto-suggest dictionary from a TM
- Converting glossaries into a termbase

Technologies overview

SDLPPX - SDL Trados Studio project file



Project

- *.SDLPROJ
- Contains translatable documents, translation memory and termbase
- Contains language specific settings, QA-check settings, analysis report

Project package

- *.SDLPPX
- Zipped subset of the project – contains only the resources needed by the translator (i.e. translatable document, TM etc.)

Translation Memory (TM)

- *.SDLTM
- Bilingual database
- Automatic look-up
- Matches can be reused or edited

AutoSuggest dictionary (ASD)

- Bilingual database: Source + target sentence fragments, suggested while typing
- Context-sensitive, related to current source segment
- Read-only!
- Created from a TM (needs AutoSuggest Creator or Professional Edition)

The bilingual file in the Studio editor

- *.SDLXLIFF
- Contains source and target segments
- Contains a binary image of the source document
- Contains status information about the translation units

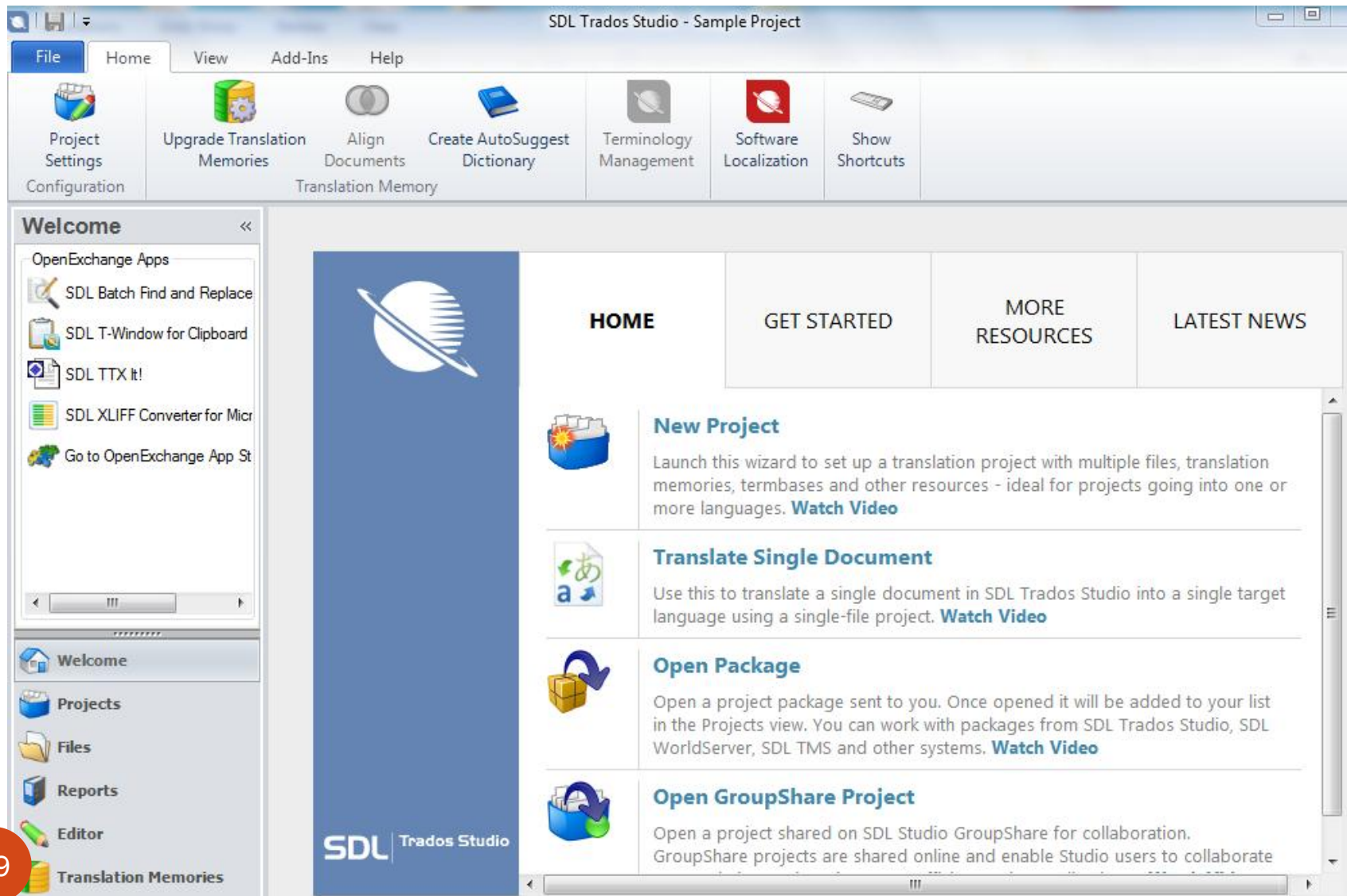
Termbase (TB)

- *.SDLTB
- Multilingual database
- Concept-oriented (all synonyms stored in one entry)
- Additional information: Status, definition, context, notes
- Automatic look-up – suggestions while you type

Return package

- *.SDLRPX
- Contains the translated SDLXLIFF file
- Will get reimported into the project

SDL Trados Studio 2014 User Interface



Technology overview



SDL Trados Studio 2014

Translation environment

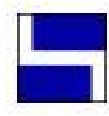
- Translation editor
- Translation memory
- AutoSuggest™
- Interface to termbase
- Project management
- QA plug-ins



SDL MultiTerm 2014

Terminology management

- Create and configure termbases
- Convert Excel glossaries and import them into MultiTerm termbase



SDL WinAlign

Alignment

- Create TMs from document pairs



SDL OpenExchange Apps

Extensions

- SDLXLIFF Converter for MS Office
- SDL T-Window for Clipboard
- SDL Batch Find / Replace
- SDL TTX It!

SDL Trados Studio 2014 – basic concepts

- Segmentation
- Translation unit
- Translation Memory match

TM Concepts

- **Segment**

- **A logical translatable unit in a document, e.g.:**
 - sentence
 - heading
 - footnote
 - table cell
 - bullet list item
 - etc.

TM Concepts

- **Translation unit (TU)**
 - The combination of the source segment and its translation
 - TUs are stored in the TM
 - TUs are stored in the translated bilingual document

TM Concepts

- **Translation memory match**

- Source segment in the TM is identical to the source segment in the document: 100% match
- Source segment in the TM is identical to the source segment in the document **and** the source segment is preceded by the same sentence as before: Context match
- Source segment in the TM is similar to the source segment in the document: Fuzzy match (99% - 50% similarity)

TM Concepts

- **Words vs. tokens and placeables**
 - A segment consists of several tokens – a token can be a word, a number, a date, an acronym, a formatting tag etc.
 - A recognized token is “a short piece of text, enclosed in a segment, that a TM treats as a single word because it is a defined format” (acronyms, numbers, trademarks, etc.).
 - Placeables are automatically localised, i.e. the number and date format is automatically transferred into the target language notation

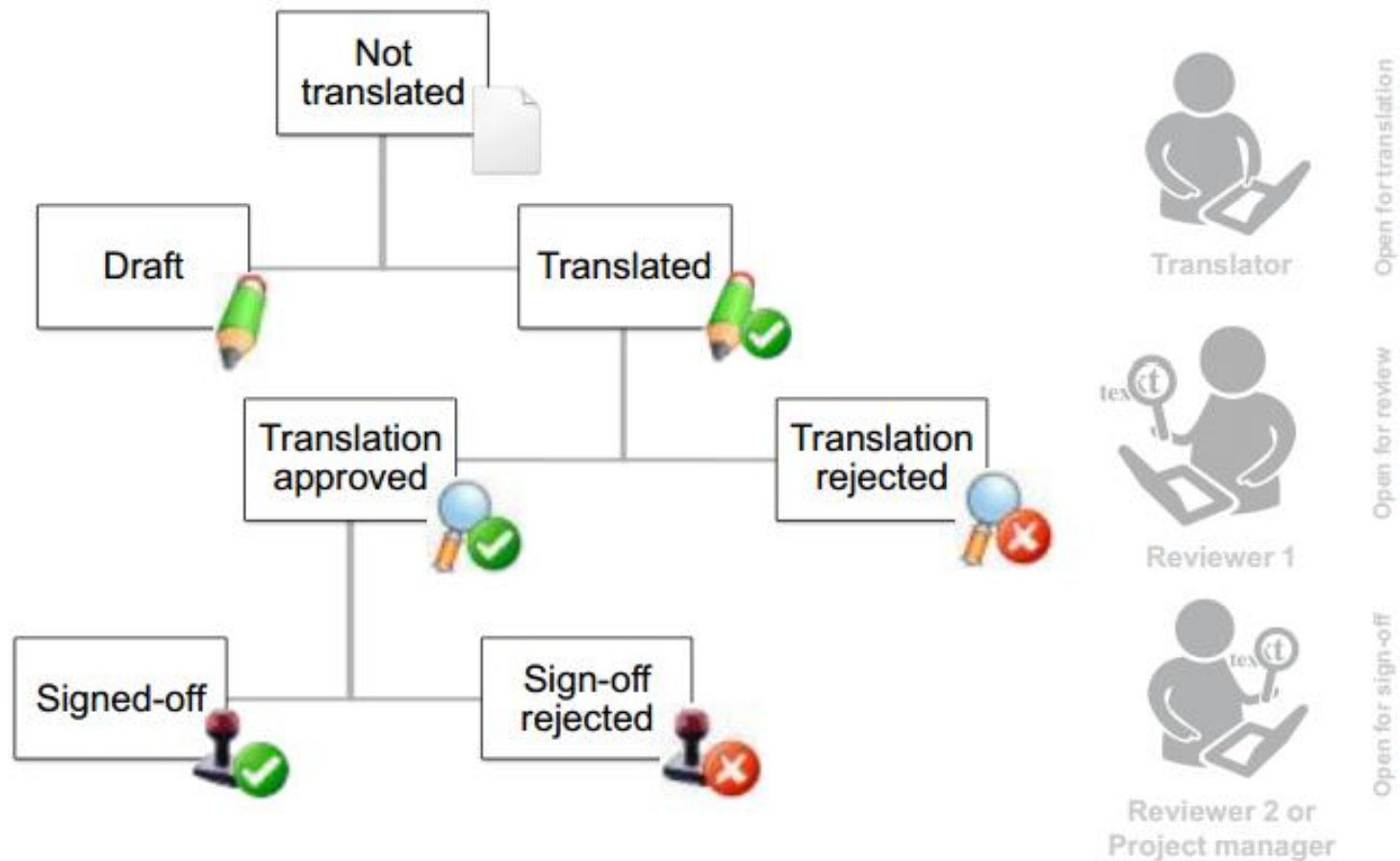
Placeables preserve the
format and structure of
the file.

TM Concepts

- **Segment status**

- Segment status is used to keep track of the translation progress
- Segment status is stored for each TU in the SDLXLIFF file
- Possible status values are in next slide:

Segment status concept



Workflow

There are several potential workflows in SDL Trados Studio.

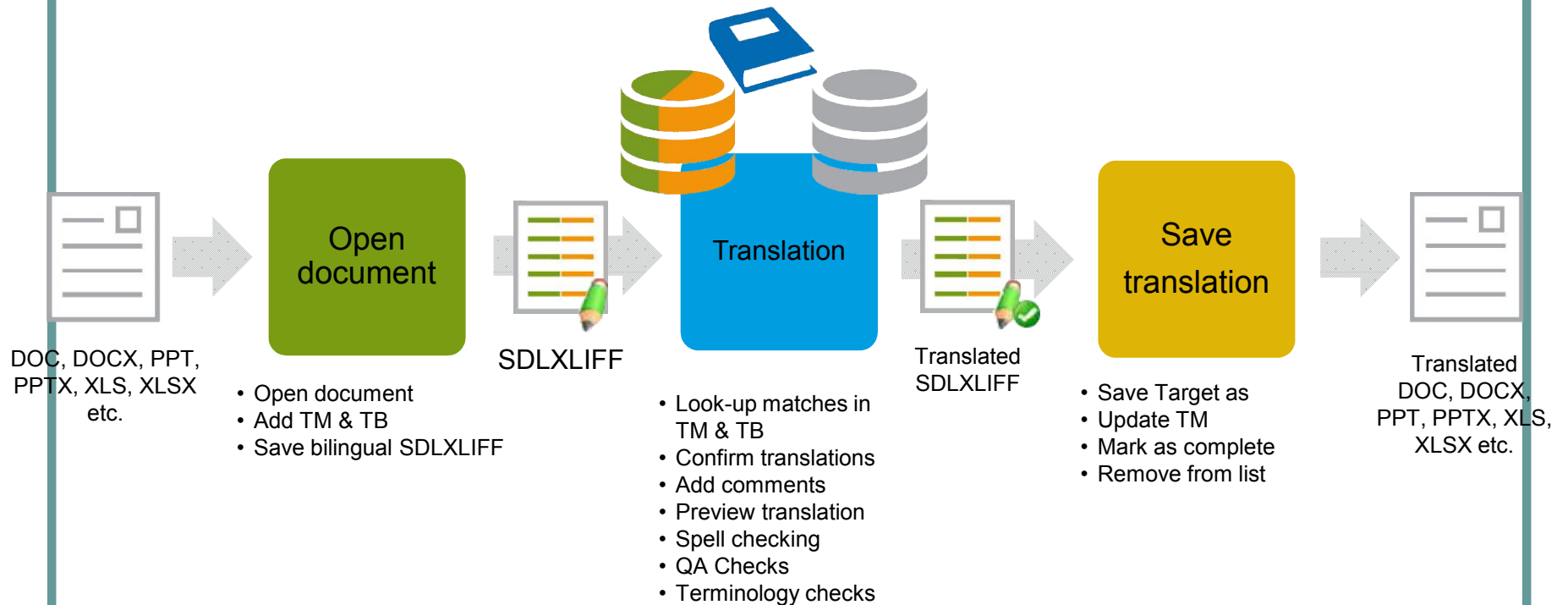
They are workflows that you control and can be changed to suit your needs.

The following workflows are described in this lecture:

- ***Single-file Translation***
- ***Project Package Translation***

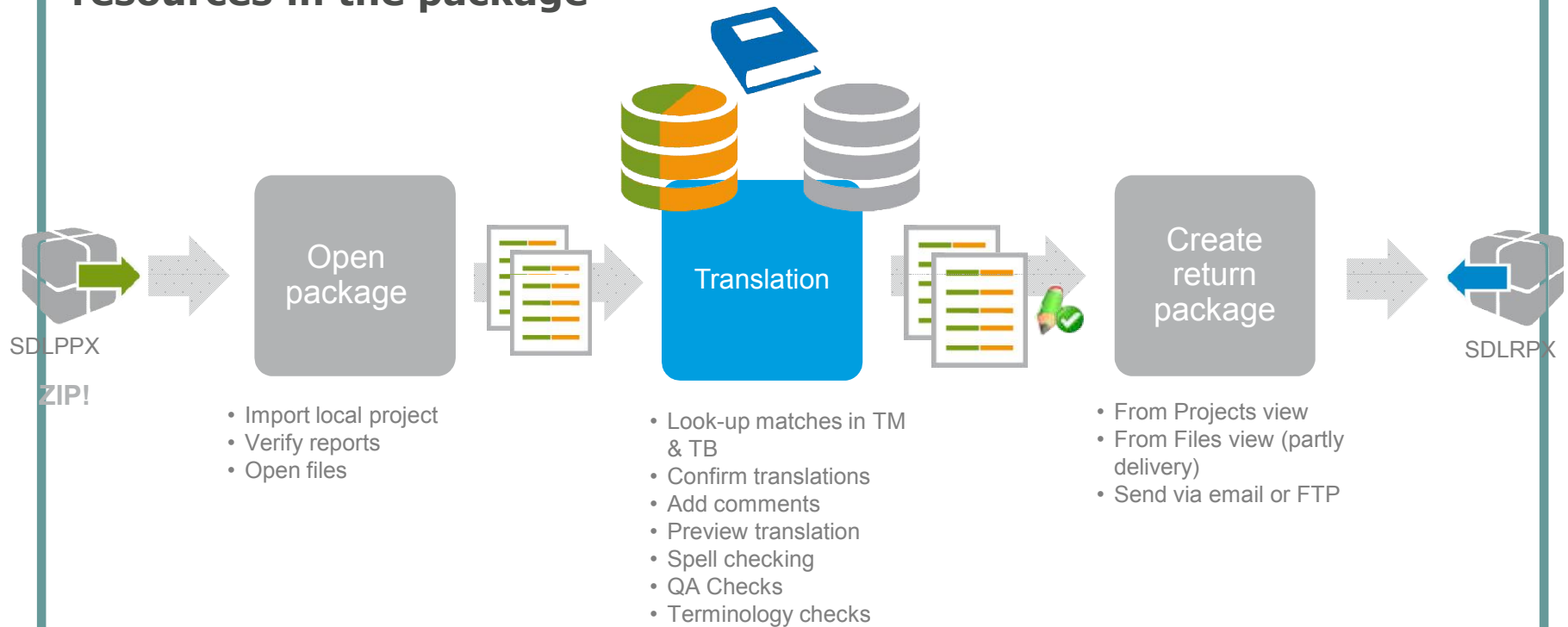
Translation workflow

Translating single documents



Translation workflow

Opening project packages and translate documents using the resources in the package



Supported file types

- **Office Formats**
- Microsoft Word (2000, XP, 2003, 2007, 2010)
- Microsoft PowerPoint (XP, 2003, 2007, 2010)
- Microsoft Excel (2000, XP, 2003, 2007, 2010)
- OpenOffice

Supported file types

- **Desktop Publishing Formats**
- Adobe FrameMaker (8, 9, 10 MIF files)
- Adobe InDesign (CS2, CS3, CS4, CS5 INX & IDML files)
- Adobe InCopy (CS4, CS5 ICML)
- QuarkXPress (through SDL Trados 2007)
- Interleaf / QuickSilver (through SDL Trados 2007)
- PageMaker (through SDL Trados 2007)

Supported file types

- **Software**
- Java Resources
- DLLs, Executables (through SDL Passolo)
- Microsoft .NET Resources

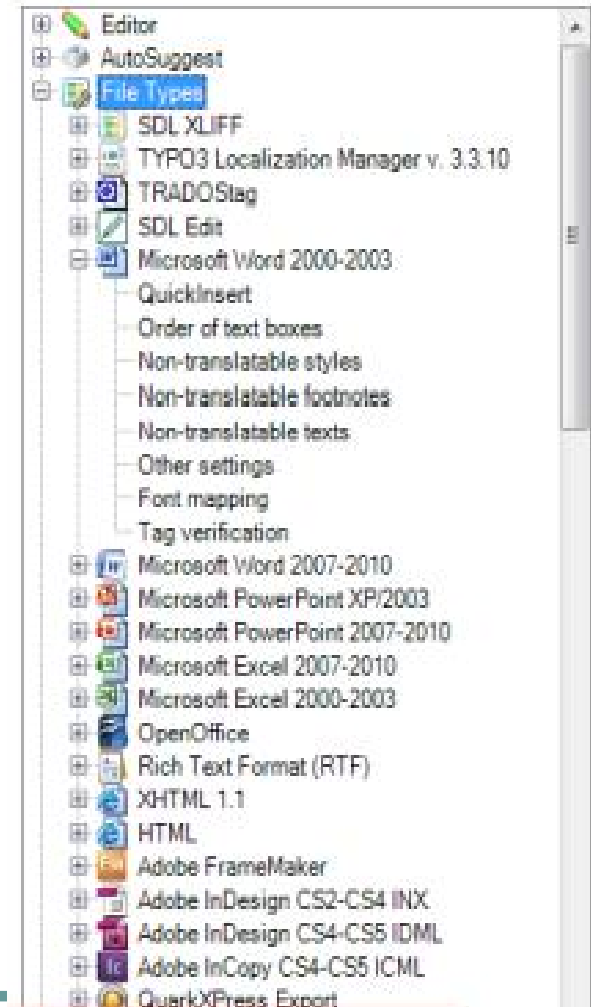
Supported file types

- **Mark-up Formats**

- HTML
- Custom XML
- XLIFF
- OASIS DITA, DocBook, and W3C ITS compliant XML
- SGML

Supported file types

- **Text-only Formats**
 - Delimited text files
 - Custom text formats through freely-definable regular expressions filter
- **PDF**
- **Bilingual Formats**
 - DOC/X (SDL Trados)
 - TTX (SDL Trados)
 - ITD (SDLX)
 - SDLXLIFF



Questions & answers

Thanks for listening!