

Specifications

We review document to understand the audience it was written for, subject matter, purpose, text type, and format.

Clarification of terminology

We review the glossary with you to identify company or industry specific terms as well as suggest alternate terms or expressions based on our experience.

Editing

We revise the translation to improve its quality and refine the style and tone.

Formating and compilation

We check for consistency of fonts, spacing, margins, graphics, and colors to ensure the translation's format matches the original document.

Delivery

We'll deliver your translation using your preferred delivery method: electronic or hard copy.

Client Feedback

We'll gather your thoughts and feedback upon completion of every project to continuously improve our service offerings and delivery.

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Preparation

We create a glossary using texts that are similar, past projects, deep terminology research, and materials provided by you.

Translation, Localization or Transcreation

We translate your source text to the target language based on your specifications. All documents are translated by humans.

Review

We thoroughly check for the correct transfer of concepts and messages, terminology consistency, and completeness.

Proofreading

We review the translation for grammar, spelling, punctuation, accuracy, and consistency.

Client Review

We'll you to conduct a quality check to confirm that we've met your specifications and expectations.