# The Translation Process

ASLIB – Translating and the Computer 34
29-30 November 2012

Felicity Hands, European Parliament

# The Translation Process

- **Everyone knows it!**
  - BUT … Do you know:
    - How many journeys a document makes between a dispatcher and an "actor"?
    - What steps are followed in what order:
      - Pre-treatment?
      - Machine translation?
      - Translation?
      - Revision?
      - Post editing?
    - If you have a dispatcher / allocator?
  - Is this information available to everyone or does just one person store it in their head?

# DG TRAD – Starting point

- Situation
  - Manual processes
  - A lot of different tools available
  - Information not documented

- 2 different scenarios
  - Automation
  - Hierarchy decision to implement an XML workflow for legislative texts - e-Parliament

# Considerations - Automation

- How could the existing system be automated
- Would new tools have to be developed
- Could improvements in the workflow be provided
- Could efficiency and effectiveness be improved
- What is actually involved from translation request to translation delivery taking into account
  - 23 target language units
  - 50+ staff per unit
  - Outsourced translations (approximately 30% of workload)
  - Multitude of legacy processes and working methods

# Considerations - XML

- What would requirements for a CAT Tool be
  - Handling XML
  - Handling output from other e-Parliament applications
- Do users have any other requirements
  - WYSIWYG
  - Integration …
- Could our current tools cover the requirements
- Could we buy a CAT Tool on the market to fulfil those requirements
- Would we have to develop a CAT Tool to fulfil our requirements

# The first step to a solution

BPM

# What is BPM?

1. ## Business Process Modelling
   - A systematic approach to describing processes in diagrammatic form
     - Or "putting down on paper" the types of activities involved in a process
   - Carried out in two steps:
     - Current or AS-IS situation with KPIs
     - Future desired or TO-BE situation

2. ## Business Process Management
   - A systematic approach to **improving** those processes.

# What is a process?

- A sequence of interdependent and linked activities which, at every stage, consume one or more resources (employee time, energy, machines, money) to convert inputs (data, material, parts, etc.) into outputs. These outputs then serve as inputs for the next stage until a known goal or end result is reached.

  - Or more simply:

- A collection of activities that change inputs from one state to a desired state.
  - These activities may be formal —that is, documented and highly repeatable —or they may be informal or ad hoc.

# What is a business process?

- An activity or set of activities that will accomplish a specific organizational goal:

  - **operational processes** directly support the primary value proposition of the business;
  - **management processes** are the set of processes that plan, direct and evaluate operational processes;
  - **support processes** are required to support operational and managerial processes.

# Business processes continued

- More simply: Business processes = the work that organizations do.

  This work involves:
  - human and system activities
  - structured and unstructured work
  - activities that span business units, functions and organizations
  - satisfying multiple stakeholders — inside and outside the enterprise
  - long-running processes
  - constantly changing business environments

- Much of this work is:
  - taken for granted
  - hidden in applications / overlapping tasks or informal practices
  - measured by task performance, but overall process status unknown
  - unstructured, collaborative and un-automated
  - subject to frequent process change

# The Business Process Model

- There is much more to BPM than has been covered here.

- For example, BPM Suites on the market allow you to map the processes and then **simulate** what would happen when you make changes, showing the effect on the process, the measurements and highlighting potential problems.

- They even allow you to design workflows, automate processes and generate the necessary code!
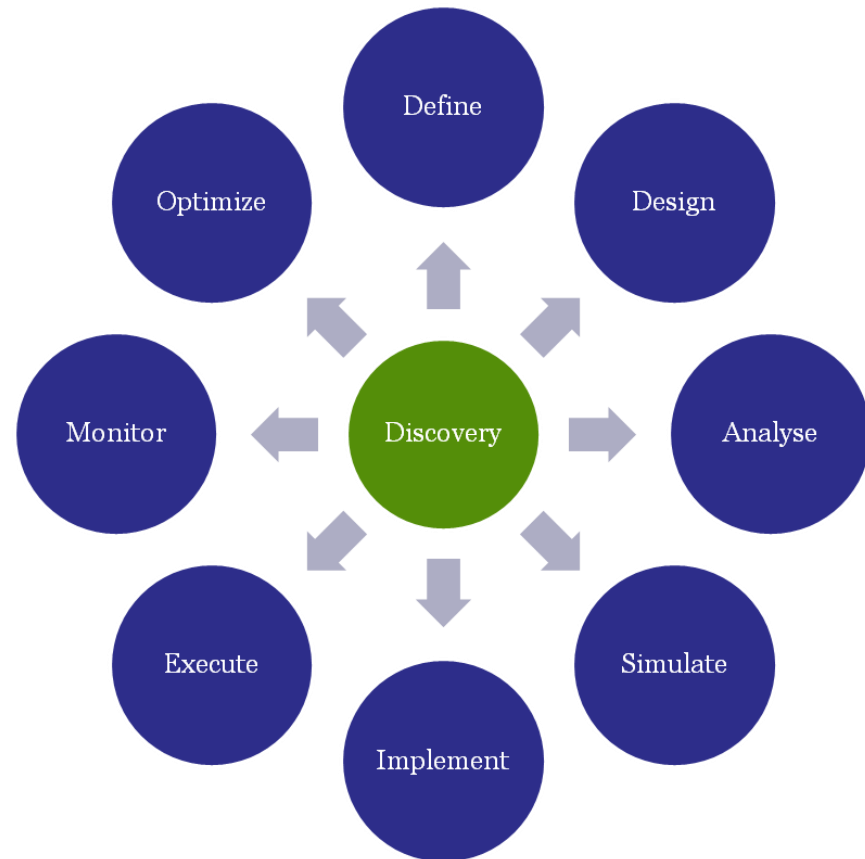
# Why model the processes?

- AS-IS – To discover
    - Who does
    - What
    - How
    - When
    - How long it takes
    - Why certain steps are done

    - Best practices
    - Set KPIs
    - Improvements to existing tools
    - Improvements to the way things are done (avoid duplication of effort)
    - Bonus = Quick Wins
    - User requirements

# Why model the processes?

- TO-BE – To work towards
  - Automation
  - Improving compliance & efficiency
  - Savings – in time, money, & resources
  - Better quality / consistency
  - Reducing risk & errors
  - Managing change
  - The situation desired by upper management
  - Improvements measured by the KPIs

# Objectives of BPM

- Optimization
    - Make the processes that are core to your business run better
- Automation
    - Increase productivity, consistency, reduction in errors, satisfaction, and compliance
- Visibility
    - So you can capitalize on opportunities
- Alignment between IT and business
    - Integrating existing and new IT assets into business processes
- Improved crisis response
    - Put processes in place that reduce associated response times
- Business knowledge base
    - dealing with the loss of institutional knowledge associated with the volume of retirees for example

# The EP Translation Process

# What is being done?

- What processes are "done" in the Translation Directorate-General
- How they are done
- Whether there are any bottlenecks
- Whether there are there any quick wins
- Whether there are different processes involved in translating different types of document
- Etc.

# Types of processes involved

- Pre-processing a file for translation
- Issuing a purchase order for translation by an external contractor
- Installing a specific application on a user's PC
- Providing user support for an application
- Handling a quality complaint
- Translating a set of multilingual amendments
- Arranging a conference
- Etc.

# Example of an official AS-IS (extract)
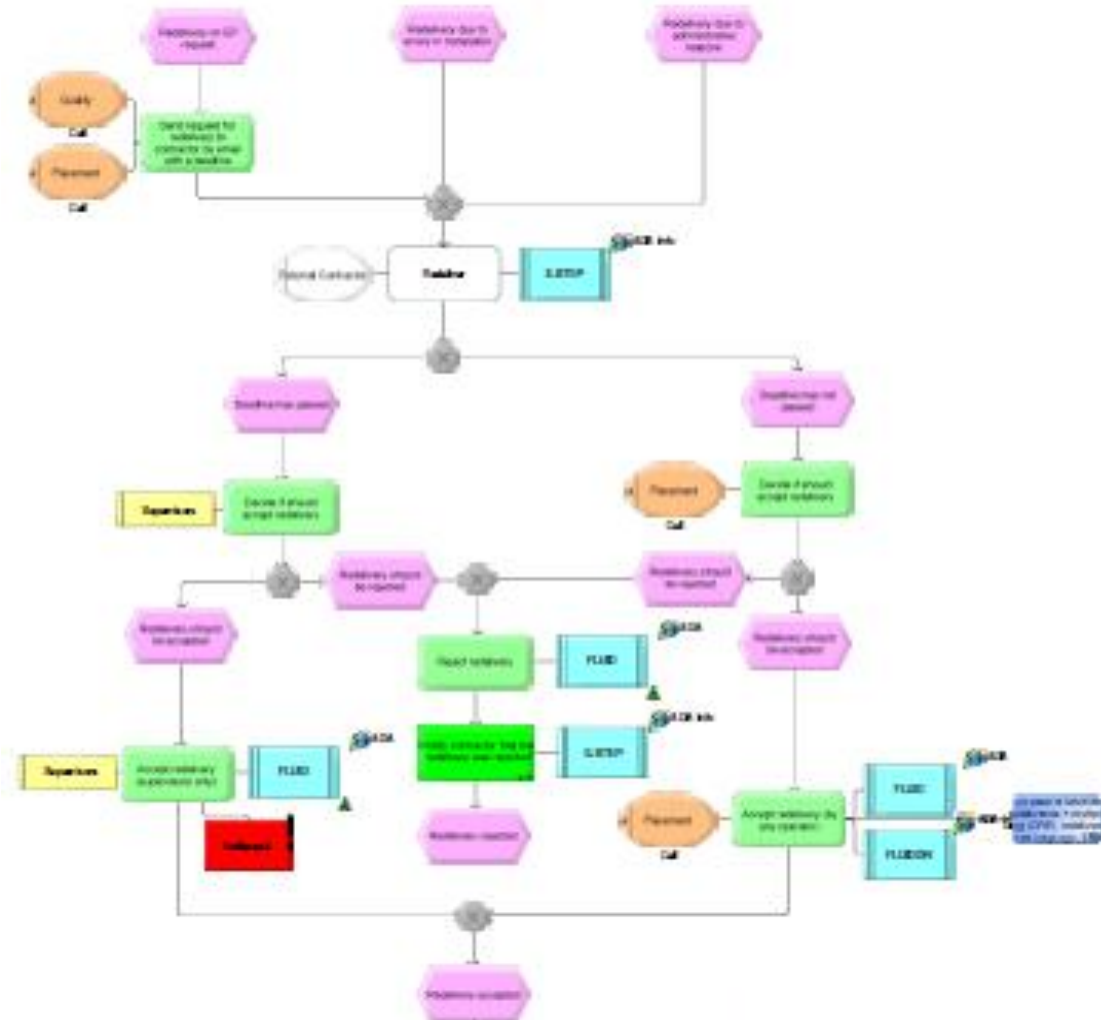
# Example of an official TO-BE in progress (extract)
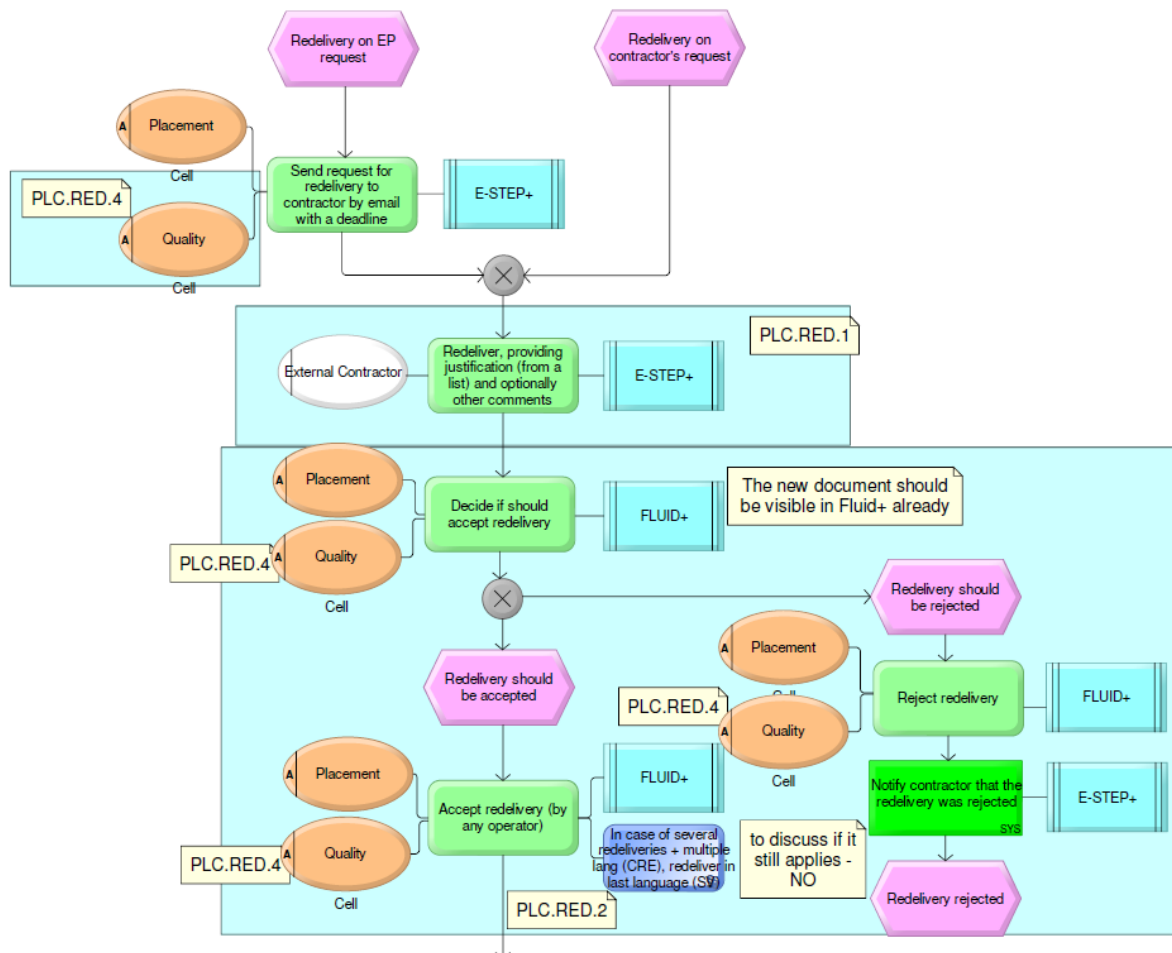
# QuickWin – No more faxes - Method

- ## AS-IS
  - The FdR with additional handwritten information is **faxed** to ETU

- ## TO-BE
  - The FdR with handwritten information should be **scanned and automatically e-mailed** to ETU (using existing photocopiers)

# QuickWin – No more faxes - Benefits

- Save Money
  - Eliminate the cost of faxing
  - Eliminate the cost of maintenance or replacement of the fax machines
  - Eliminate the cost of consumable supplies
- Save Time
  - ETU operators don't need to collect and distribute faxes
- Save the Environment
  - Environmentally friendly, paperless solution
- Add Security
  - Storage in a secure document repository (PDF file)
  - Authorised user access
  - Standard Backup & recovery procedures

# Translation process (P1)
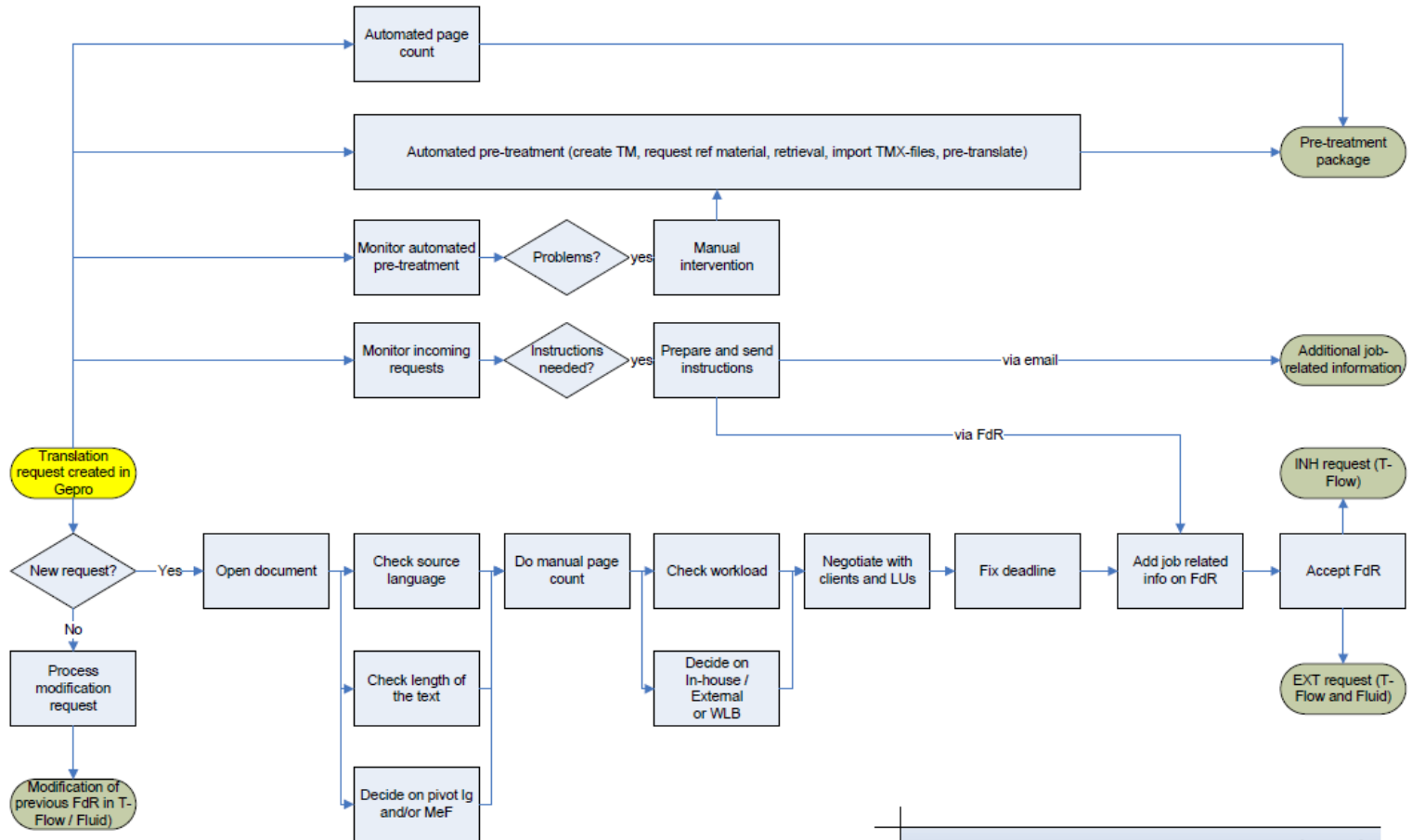


Translation process (P1)
Wednesday, May 25, 2011

# Translation process (P2)



Translation process (P2)
Wednesday, May 25, 2011
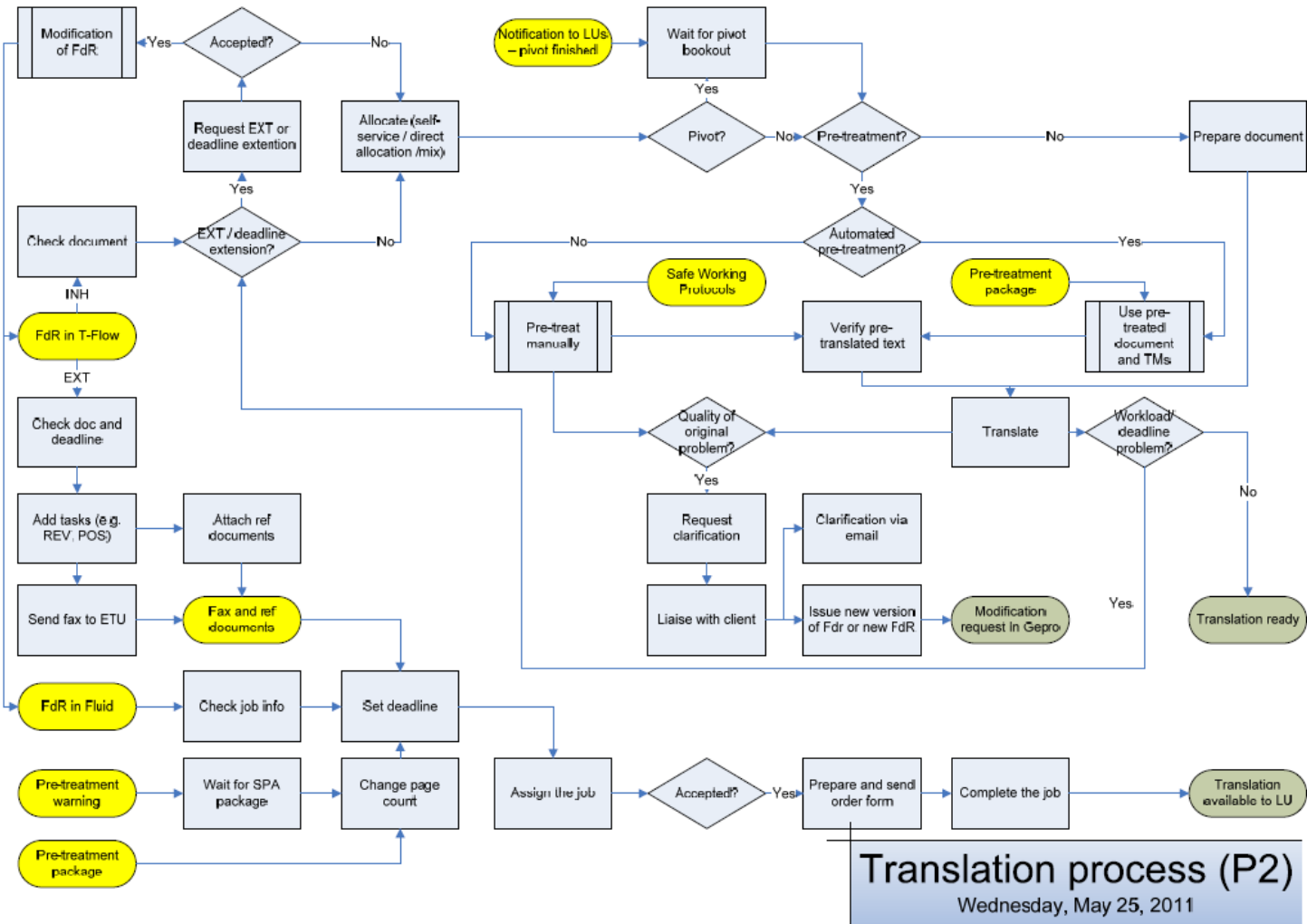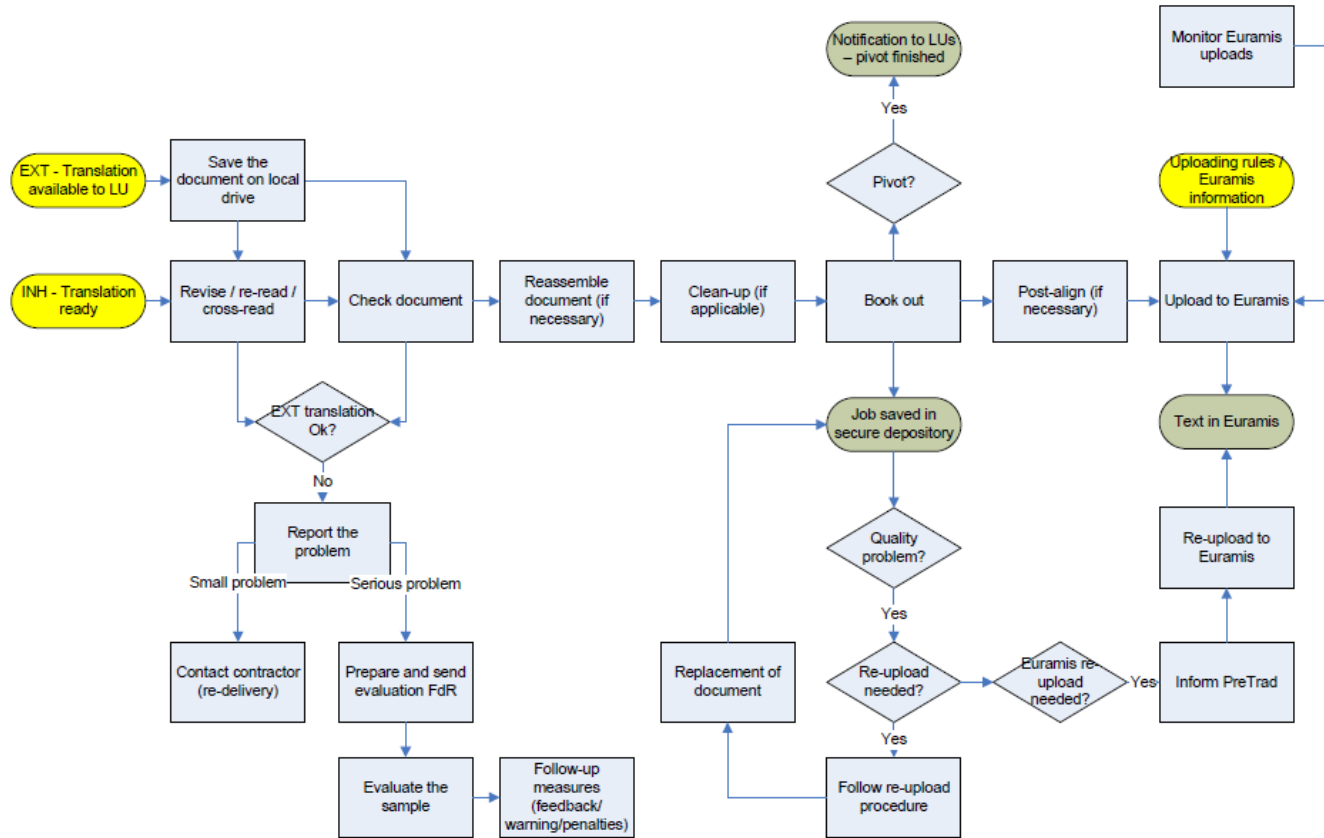
# Translation process (P3)

# Translation process (Translate)



Translation process (P2)
Wednesday, May 25, 2011

# The Translation Process

```
┌──────────────┐
│   Planning   │
└──────────────┘
       │
       ▼
┌──────────────┐
│     Pre-     │
│  Treatment   │
└──────────────┘
       │
       ▼
┌──────────────┐
│ Translation  │
└──────────────┘
       │
       ▼
┌──────────────┐
│    Post-     │
│  Treatment   │
└──────────────┘
       │
       ▼
┌──────────────┐
│    Post-     │
│   Bookout    │
└──────────────┘
```
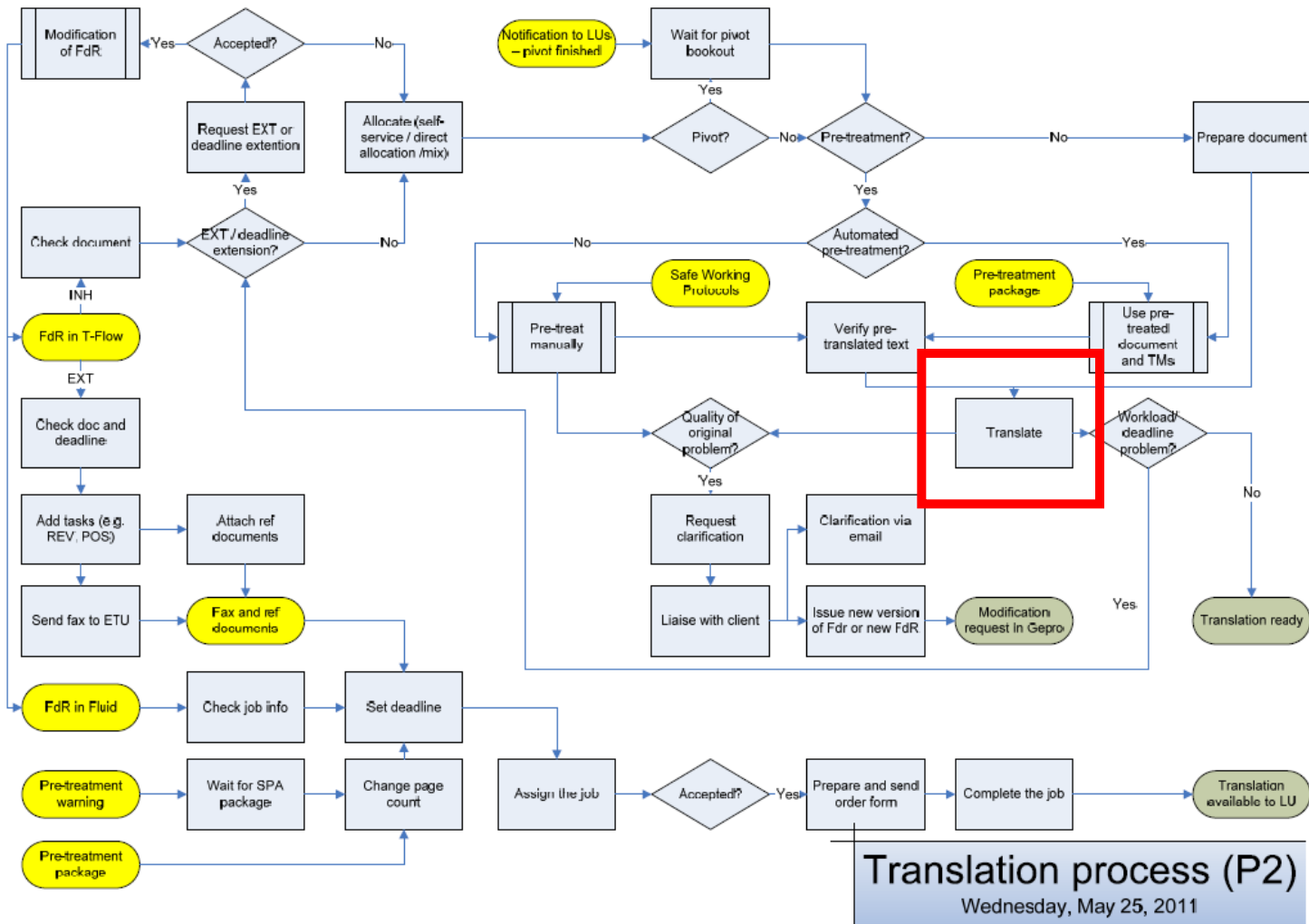
# The Planning Process

# Planning Process

DG-PRES - TOP/TORIS
DG-IPOL/EXPO - ITER
Other DGs directly in Gepro

**Request for Translation**

**GEPRO**

**Planning**

Automation underway – SPA Results available to all now

**Page Counting**

**Scheduling**

Will hear this

**SPA**

**Outsourcing?**

**FLUID**

**FluidDiv**

Will start automatic pre-processing

**FdR Acceptance**

**TFlow**

**Language Units**
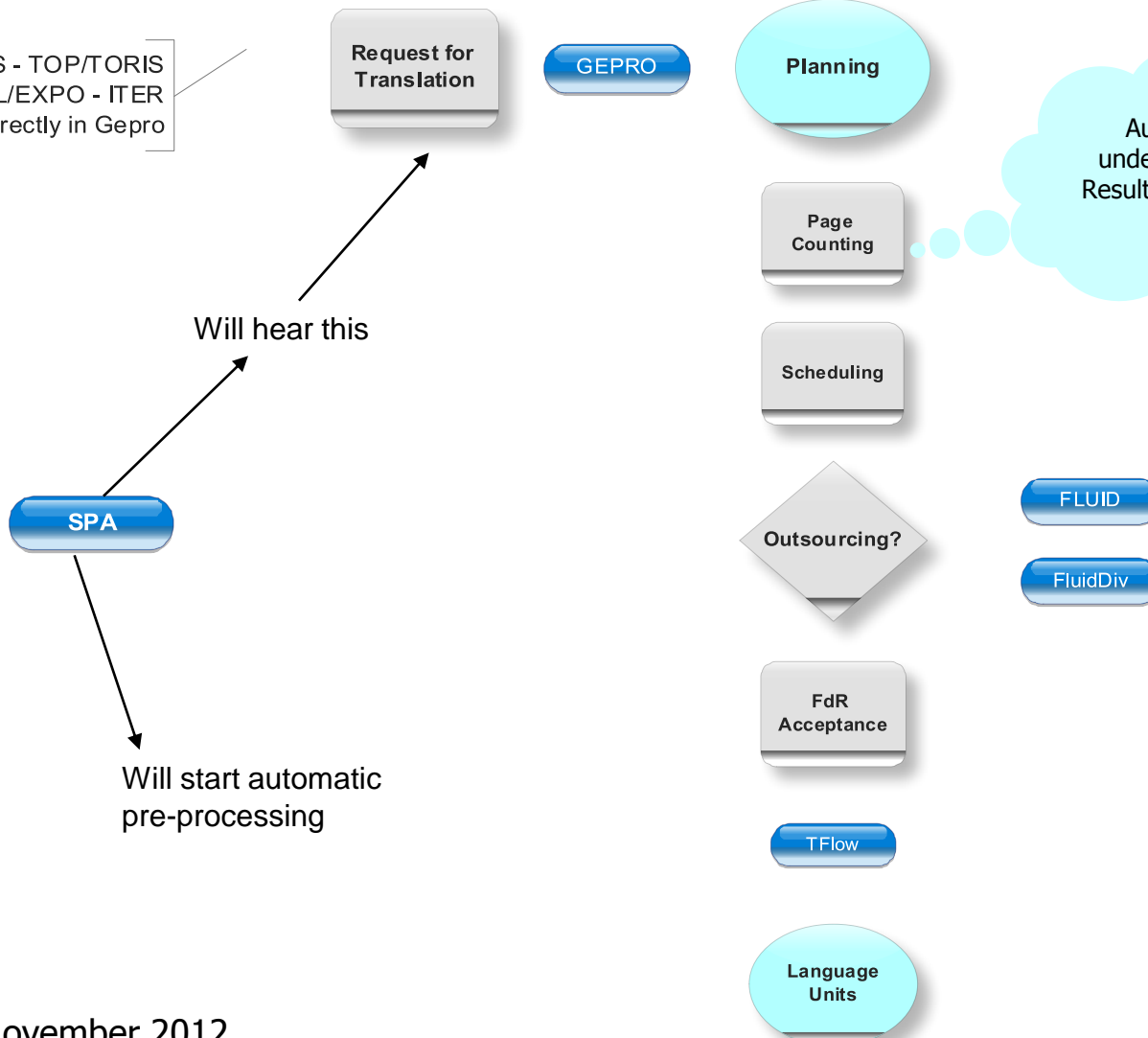
# The Pre-Treatment Process

# A Typical Safe Working Protocol

**2.1** FIRST READING: Legislative draft reports (PRs) and draft opinions (PAs) with amendments and Amendment (AM) batches to PRs and PAs

**NB: For AM batches:** If a multilingual document has been split up, these steps can be used for each language section, but they should not be uploaded into Euramis. Instead, the whole document must be post-aligned with the pivot or post-aligment language for upload into Euramis.

| | Action: | Tool: | |
|---|---|---|---|
| 1. | Create a working TWB memory (WTM)<br>– using the FdR number of the document to be translated<br>– using the default template: \\tradluxcs01\TWB_Templates\EP_LLLL.tmw or EP_ELLL.tmw<br>– storing the WTM in a subfolder named after the FdR (L:\TWmem\Working memories\Committees\[FdR]). | | Twist: Create TM |
| 2. | Do the Retrieval in Legis-Juris, EP-Committees, Council-Master and Legis-Process databases using the original document from PlanDocs as the input file. Extract the results into the corresponding subfolder. | | Shout!: Retrieval > Results (Extract from Σtmx) |
| 3. | Request the download of the COM and all previous EP documents belonging to that procedure. | | Shout!: Procedure > Results (Extract from Σtmx) |
| 4. | If the document to be translated contains amendments to an amending act, download the act. | | Shout!: Single Doc > Results (Extract from Σtmx) |
| 5. | In Word, set up the target language (TL) document using DocEP and copy the body of the source language (SL) text into the new TL document. Save the TL document. Use the TL document for all further steps. | | Word: DocEP |
| 6. | Import the COM [*DWN.tmx] from the subfolder into the WTM. | | Twist: Import TMX |
| 7. | Pre-translate with Twist at 100% in order to get the COM document text into the left-hand column. (NB: the matches are 100% correct from the contents point of view but they lack all formatting.) | | Twist: Translate |
| 8. | Save and close the TL document (if you are not going to translate the document yourself). | | Word: DocEP |
| 9. | Import the retrieval results and the TMXs for the EP documents belonging to the procedure from the subfolder into the WTM. | | Twist: Import TMX (if desired, tick the box *Open memory immediately with TWB*). |
| 10. | To start translating, open the WTM with Twist if you did not tick *Open memory immediately with TWB* in the Import TMX window. | | Twist: Open TM. |
| 11. | In Word, open the TL document. Check that the all the pre-translated segments (including those marked as 100%) are correct and complete the translation. Save the document in Word frequently. | | Word: DocEP<br><br>TWB |
| 12. | With the translation open in Word, run the Restore *Bold and Italic* macro to include the formatting and check the result, making corrections to the formatting as necessary. Save the translation in Word. | | Word: DocEP<br><br>Restore *Bold and Italic* macro |
| 13. | Once the translation is completely finished, with the translation open in Word, do the Clean-up using the default template (\\tradluxcs01\TWB_Templates\EP_LLLL.tmw or EP_ELLL.tmw). | | Twist: Clean up and Export TM (check that the box *Do not export left-hand column for the tmx file* is ticked), |
| 14. | Check that the Clean-up has not altered or deleted the *bold and italic* formatting in the document or any other formatting including headers and footers. Correct if necessary and save the document. Close the document in Word. | | Word: DocEP |
| 15. | Upload the exported TMX file into Euramis EP-Committees and check the Save report. | | Shout!: Upload > Results (Σhtm) |
| 16. | Delete the WTM and its subfolder after document book-out **but only after receiving the Euramis Save report**. | | My Computer/Windows explorer |

29 November 2012

# A Typical Translation Workflow (based on Safe Working Protocols)

| Pre-Treatment | Translation | Post-Treatment |
|---|---|---|

**For each document**

**Pre-Treatment**
- Creation of a project (working) memory (TWB)
- Download of the relevant content from Euramis (Web Portal)
- Preparation of source document for translation (DocEP, Word)
- Importing the downloaded content (tmx format) into the Working memory (TWB)
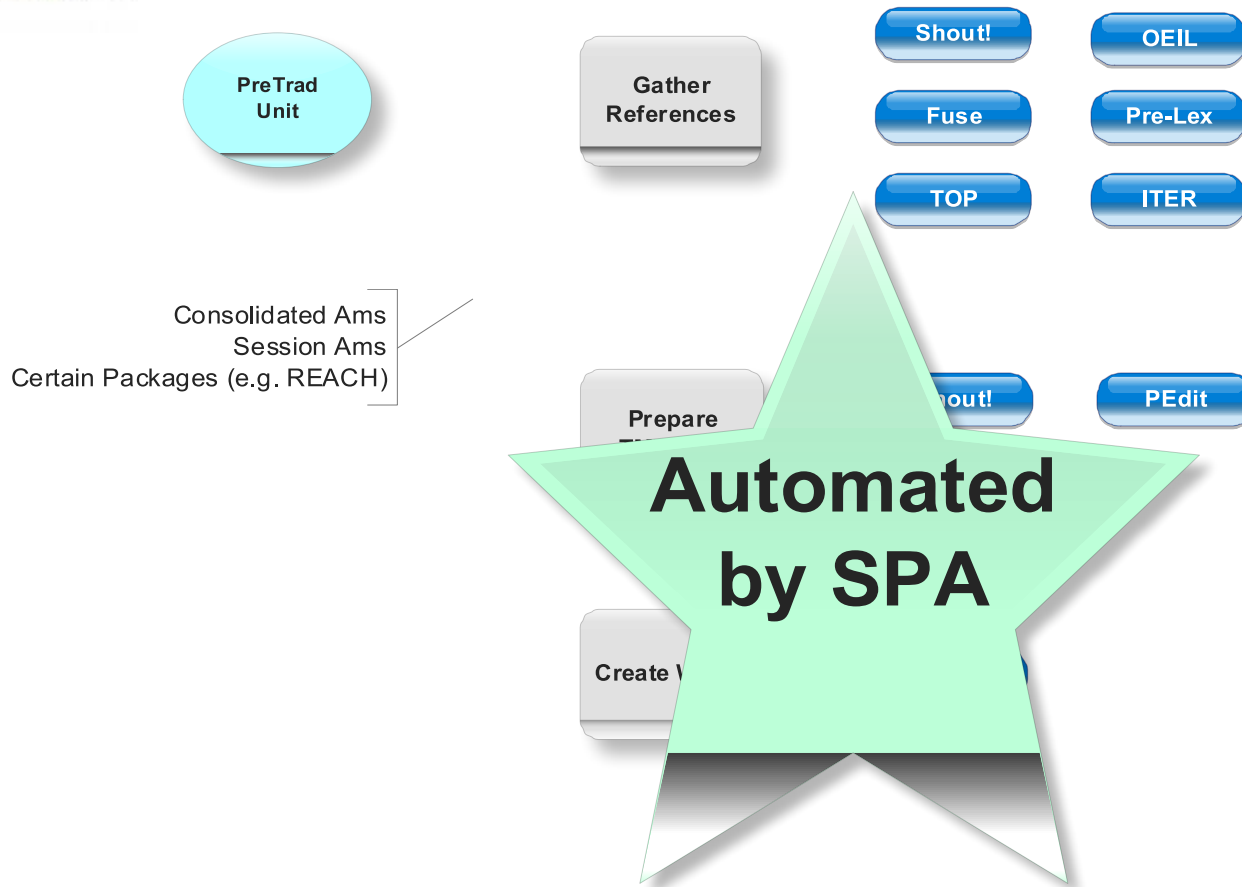- Pre-translate document (TWB)

**Translation**
- Proof-read the pre-translated text (Word)
- Translation of segments that have not been pre-treated due to a matching value lower than the default (usually set to 65%) (Word-TWB, Quest, Internet, Concordance, FullDoc, Fuse, IATE, e-Dictionaries, Machine Translation etc.)

**Post-Treatment**
- Proofreading & Spell checking (Word)
- Clean-up of translated document (TWB)
- Upload new translation units (TU) into Euramis (Web Portal)
- Deletion of the WTM and its subfolder after document book-out & after receiving the Euramis Save report (Windows Explorer)

# Pre-Treatment Process 1 - PreTrad

PreTrad
Unit

Gather
References

Shout!

OEIL

Fuse

Pre-Lex

TOP

ITER

Consolidated Ams
Session Ams
Certain Packages (e.g. REACH)

Prepare

hout!

PEdit

**Automated
by SPA**

Create

Language Units

Prepare Docs

Word

Macros

Most documents for translation

Prepare TMX f

Shout!

PEdit

ramis

**Automated by SPA**

# The Translation Process

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"Really"

# Translation Process

Language Units

Most documents for translation

Proofread & correct Pre-translations
- Word
- TWB

Translate remaining text
- Word
- TWB
- GoogleTran
- SysTran

Terminology Searches
- Euramis
- FullDoc
- Quest
- Fuse
- IATE
- Internet
- e-Dict.

Revise, proof-read, spell-check
- Word
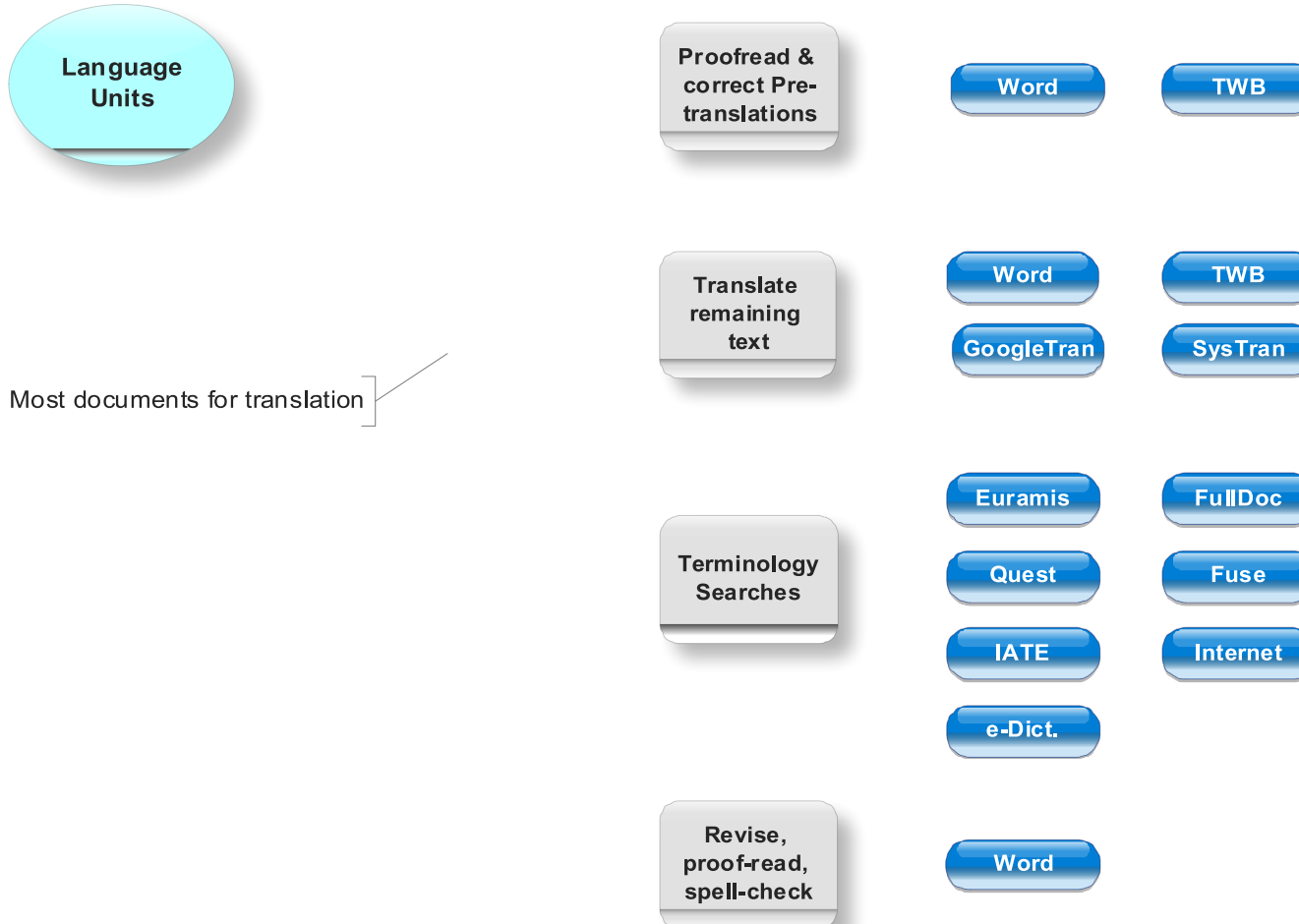
# The Post-Treatment Process

# Post-Treatment Process



Language Units

Change DocID

Word

DocEP

Clean-up and Export new

**Automated by SPA**

Upload TUs Eura

Euramis

Book out document

TFlow

Gepro

# Post-Bookout Process

Automated by SPA

PreTrad Unit

Language Units

Verify file upl...

Euramis

ut!

PEdit

Upload to Euramis

Shout!
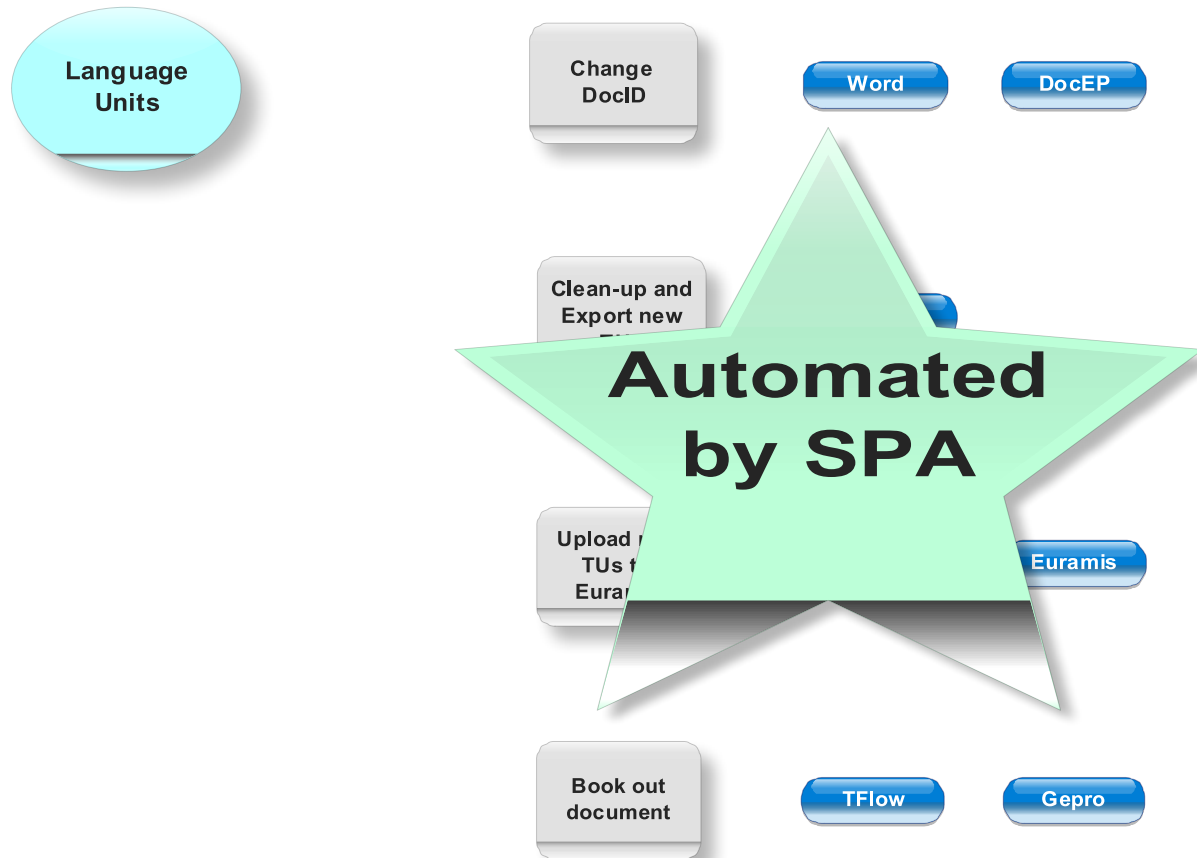
uramis
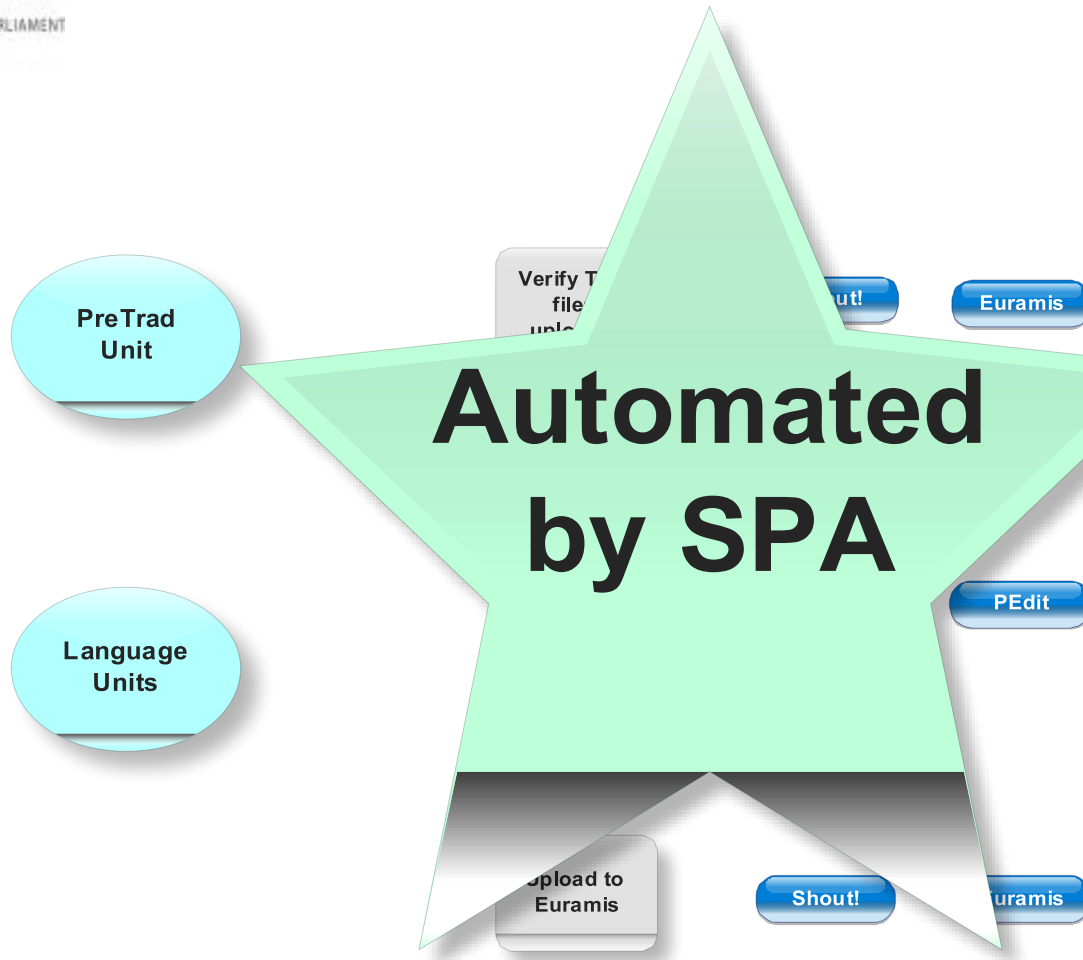
# A revised Safe Working Protocol (after SPA)

## 2.1 FIRST READING: Legislative draft reports (PRs) and draft opinions (PAs) with amendments and Amendment (AM) batches to PRs and Pas - SPA

**NB: For AM batches:** If a multilingual document has been split up, these steps can be used for each language section, but they should not be uploaded into Euramis. Instead, the whole document must be post-aligned with the pivot or post-aligment language for upload into Euramis.

| | Action: | Tool: | |
|---|---|---|---|
| 1. | Create a working TWB memory (WTM)<br>   – using the FdR number of the document to be translated<br>   – using the default template: \\tradluxcs01\TWB_Templates\EP_LLLL.tmw or EP_ELLL.tmw<br>   – storing the WTM in a subfolder named after the FdR (L:\TWmem\Working memories\Committees\[FdR]). | | SPA |
| 2. | Do the Retrieval in Legis-Juris, EP-Committees, Council-Master and Legis-Process databases using the original document from PlanDocs as the input file. Extract the results into the corresponding subfolder. | | SPA |
| 3. | Request the download of the COM and all previous EP documents belonging to that procedure. | | SPA |
| 4. | If the document to be translated contains amendments to an amending act, download the act. | | SPA |
| 5. | In Word, set up the target language (TL) document using DocEP and copy the body of the source language (SL) text into the new TL document. Save the TL document. Use the TL document for all further steps. | | Word: DocEP (optional) |
| 6. | Import the COM [*DWN.tmx] from the subfolder into the WTM. | | SPA |
| 7. | Pre-translate with Twist at 100% in order to get the COM document text into the left-hand column. (NB: the matches are 100% correct from the contents point of view but they lack all formatting.) | | SPA |
| 8. | Save and close the TL document (if you are not going to translate the document yourself). | | Word: DocEP |
| 9. | Import the retrieval results and the TMXs for the EP documents belonging to the procedure from the subfolder into the WTM. | | SPA |
| 10. | To start translating, open the WTM with Twist if you did not tick *Open memory immediately with TWB* in the Import TMX window. | | Twist: Open TM. |
| 11. | In Word, open the TL document. Check that the all the pre-translated segments (including those marked as 100%) are correct and complete the translation. Save the document in Word frequently. | | Word: DocEP<br><br>TWB |
| 12. | With the translation open in Word, run the Restore **Bold and Italic** macro to include the formatting and check the result, making corrections to the formatting as necessary. Save the translation in Word. | | Word: DocEP<br><br>Restore **Bold and Italic** macro |
| 13. | Once the translation is completely finished, with the translation open in Word, do the Clean-up using the default template (\\tradluxcs01\TWB_Templates\EP_LLLL.tmw or EP_ELLL.tmw). | | Twist: Clean up and Export TM and **Upload** (check that the box *Do not export left-hand column for the tmx file* is ticked), |
| 14. | Check that the Clean-up has not altered or deleted the **bold and italic** formatting in the document or any other formatting including headers and footers. Correct if necessary and save the document. Close the document in Word. | | Word: DocEP |
| 15. | Upload the exported TMX file into Euramis EP-Committees and check the Save report. | | Done in step 13 (unless need post-alignment, then done through PEdit) |
| 16. | Delete the WTM and its subfolder after document book-out **but only after receiving the Euramis Save report.** | | SPA |

# Translation Process – the tools used

# Automation – Translation Process (SPA)
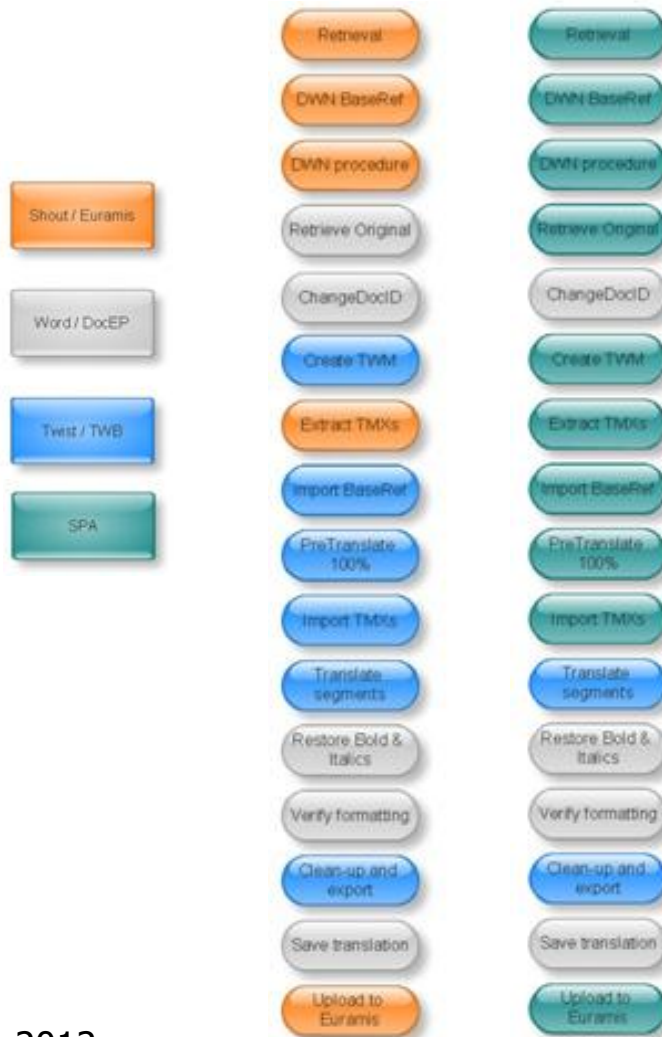
# Translating amendments

This has already been translated by the Commission

This part has to be translated by the Parliament

EUROPEAN PARLIAMENT

Angelika Niebler, Christian Ehler

**Proposal for a regulation – amending act**
**Recital 14**

| Text proposed by the Commission | Amendment |
|---|---|
| (14) Regulation (EC) No 1228/2003 provides that certain measures are to be **adopted** in accordance with Council Decision 1999/468/EC of 28 June 1999 laying down the procedures for the exercise of implementing powers conferred on the Commission. | (14) Regulation (EC) No 1228/2003 provides that certain measures are to be **amended** in accordance with Council Decision 1999/468/EC of 28 June 1999 laying down the procedures for the exercise of implementing powers conferred on the Commission. |

| Text proposed by the Commission | Amendment |
|---|---|
| (17) As regards Regulation (EC) No 1228/2003, power should be conferred on the Commission in particular to *establish or adopt* the guidelines necessary for providing the minimum degree of harmonisation required to achieve the aim of this Regulation. Since those measures are of general scope and are designed to amend non-essential elements of Regulation (EC) No 1228/2003 and to supplement Regulation (EC) No 1228/2003 by the addition of new non-essential elements, they should be *adopted* in accordance with the regulatory procedure with scrutiny provided for in Article 5a of Decision 1999/468/EC. | (17) As regards Regulation (EC) No 1228/2003, power should be conferred on the Commission in particular to *amend* the guidelines necessary for providing the minimum degree of harmonisation required to achieve the aim of this Regulation. Since those measures are of general scope and are designed to amend non-essential elements of Regulation (EC) No 1228/2003 and to supplement Regulation (EC) No 1228/2003 by the addition of new non-essential elements, they should be *amended* in accordance with the regulatory procedure with scrutiny provided for in Article 5a of Decision 1999/468/EC. |

- Only the bold parts have been changed
- Everything has been translated by the Commission and should be available in Euramis
- Even for amended segments, fuzzy matching retrieval is possible
- Documents frequently contain amendments in many languages (multilingual source)

# Amendments Process in TRAD – As-Was (Manual)

- Monolingual batches (or relay language)
  - 14 steps

- Multilingual batches
  - Step 1
  - Additional step 1a (split the document)
    - Repeat steps 2-12 for each Source Language
  - 3 additional steps (reassemble, post align, edit)
  - Step 14

# Amendments Process in TRAD – AS-IS (now) (SPA)

- Monolingual batches (or relay language)

  - Verify pre-translation
  - Translate remaining segments
  - Apply bold & italics (legislative changes)
  - Clean-up document
  - Upload TMX to Euramis

# Amendments Process in TRAD – AS-IS (now) (SPA)

- **Multilingual batches**
  - Split the document
  - For each Source Language
    - Pre-translate
    - Verify pre-translation
    - Translate remaining segments
    - Apply bold & italics (legislative changes)
    - Clean-up document
  - Reassemble document
  - Post-align with relay language translation
  - Edit post-alignment
  - Upload TMX to Euramis

# Amendments Process in TRAD – TO-BE (ongoing) (Cat4Trad)

- **For both monolingual or multilingual**

  - **Translate remaining segments!**

    - TMX files automatically delivered by SPA
    - All TMX files exported and automatically uploaded to Euramis through Shout! and SPA
    - XML file delivered containing replacements for standard text and text being amended (i.e. text from the Commission), as well as non-changed segments in the amended text.
    - Legislative changes automatically marked through comparison between original text and amending text

# Automation – Translation Process (Cat4)
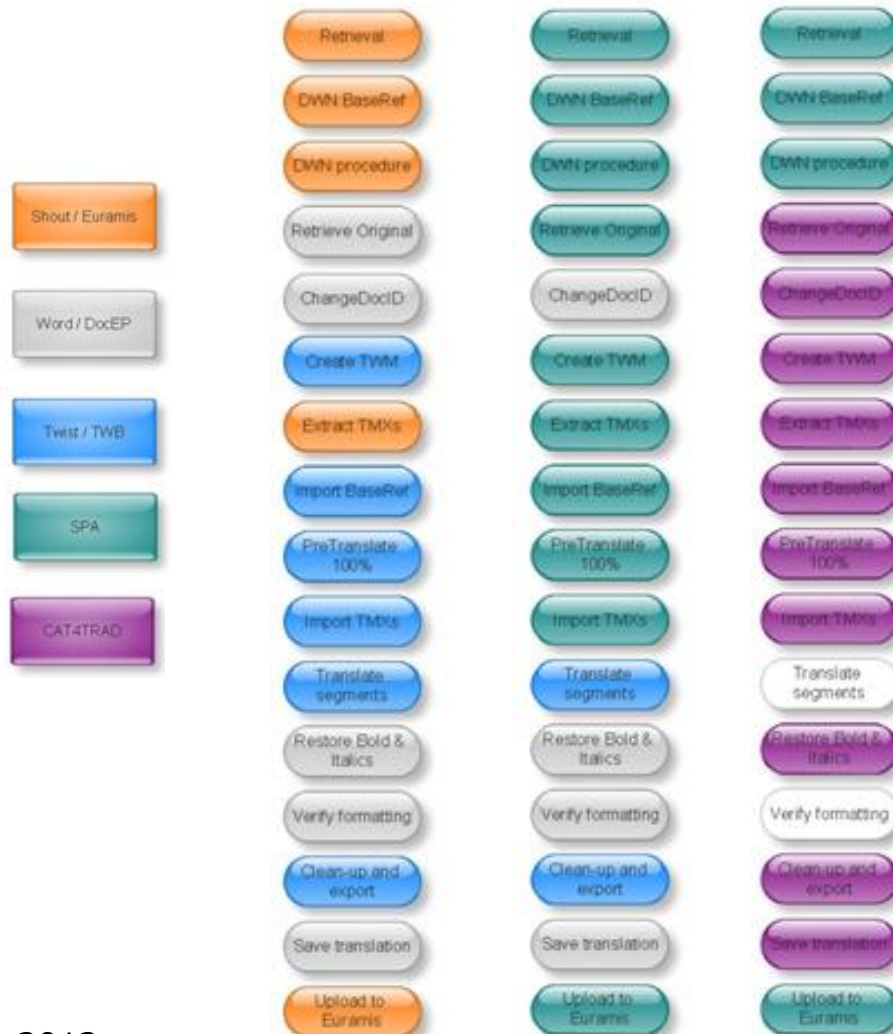
# Results of Automation

- New tool has been developed – SPA

- Old tools are still available to users (called by SPA)

- Manual pre-treatment tasks no longer necessary
  - Except verification of left-hand column content in amendments

- Translation packages to translators provided containing
  - All necessary TMX files
  - All necessary memories containing relevant TMX files
  - Pre-translated version of monolingual documents (100% base ref)

- Provision of statistics on potential content re-use

- Some manual post-treatment tasks no longer necessary

- Translation Packages provided for outsourced jobs for potential content re-use
  - Monolingual source documents first
  - Multilingual source documents later (Language Detector tool)

- Page counts will be provided automatically to Planning – TO-BE

# Benefits of automation

- Happier staff
  - Fewer manual tasks

- Time savings
  - Pre-treatment starts when translation request received, not after it is accepted
  - Everything is ready when translation should start

- Money savings
  - Fewer staff required (contributing to downsizing from 70 to 50 per unit)
  - External packages – monolingual documents – savings of about 3%
  - External packages – multilingual documents – savings of €1m in first 4 months

# Example – Potential Content Re-use - ETU

| Source | Characters matched | | | | Pages | |
|--------|--------------------|---|---|---|-------|---|
| | No match: 0% - 64% | Match: 65% - 81% | Match: 82% - 99% | Match: 100% | Total | Recalculated |
| EN - BG | 950 | 0 | 2569 | 9263 | 8,52 | 2,72 |
| EN - CS | 1231 | 203 | 2975 | 8373 | 8,52 | 3,06 |
| EN - DA | 1985 | 118 | 2848 | 7831 | 8,52 | 3,40 |
| EN - DE | 3581 | 224 | 2833 | 6144 | 8,52 | 4,30 |
| EN - EL | 1010 | 11 | 2614 | 9147 | 8,52 | 2,77 |
| EN - ES | 1011 | 11 | 2825 | 8935 | 8,52 | 2,81 |
| EN - ET | 1027 | 97 | 2860 | 8798 | 8,52 | 2,88 |
| EN - FI | 962 | 11 | 2664 | 9145 | 8,52 | 2,76 |
| EN - FR | 3590 | 224 | 2282 | 6686 | 8,52 | 4,19 |
| EN - HU | 998 | 11 | 2798 | 8975 | 8,52 | 2,80 |
| EN - IT | 963 | 11 | 2994 | 8814 | 8,52 | 2,82 |
| EN - LT | 1018 | 11 | 3411 | 8342 | 8,52 | 2,93 |
| EN - LV | 1297 | 192 | 3008 | 8285 | 8,52 | 3,10 |
| EN - MT | 958 | 0 | 2893 | 8931 | 8,52 | 2,79 |
| EN - NL | 1231 | 117 | 2819 | 8615 | 8,52 | 2,99 |
| EN - PL | 1185 | 257 | 2570 | 8770 | 8,52 | 2,99 |
| EN - PT | 3645 | 224 | 1760 | 7153 | 8,52 | 4,12 |
| EN - RO | 1015 | 11 | 2730 | 9026 | 8,52 | 2,80 |
| EN - SK | 968 | 11 | 3086 | 8717 | 8,52 | 2,84 |
| EN - SL | 1005 | 11 | 3756 | 8010 | 8,52 | 3,00 |
| EN - SV | 1911 | 358 | 4712 | 5801 | 8,52 | 3,86 |

EUROPEAN PARLIAMENT

ЕВРОПЕЙСКИ ПАРЛАМЕНТ   PARLAMENTO EUROPEO   EVROPSKÝ PARLAMENT   EUROPA-PARLAMENTET
EUROPÄISCHES PARLAMENT   EUROOPA PARLAMENT   EΥPΩΠAÏKO KOINOBOYΛIO   EUROPEAN PARLIAMENT
PARLEMENT EUROPÉEN   PARLAIMINT NA hEORPA   PARLAMENTO EUROPEO   EIROPAS PARLAMENTS
EUROPOS PARLAMENTAS   EURÓPAI PARLAMENT   IL-PARLAMENT EWROPEW   EUROPEES PARLEMENT
PARLAMENT EUROPEJSKI   PARLAMENTO EUROPEU   PARLAMENTUL EUROPEAN
EURÓPSKY PARLAMENT   EVROPSKI PARLAMENT   EUROOPAN PARLAMENTTI   EUROPAPARLAMENTET

Directorate-General for Translation
Directorate A - Support and Technological
Services for Translation
External Translation Unit

**Page Count Report**

## Page Count Report

Date:  Monday, 01 Mar 2010
FdR:  806635 / 1          EN - ES

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FdR:  806635 / 1          EN - ES

| Total no. of characters | Characters | Payment | No. of characters to convert at 100% |
|---|---|---|---|
| No match (0%-64%) | 1016 | 100 % | 1016 |
| Match: 65%-81% | 11 | 100 % | 11 |
| Match: 82%-99% | 2820 | 50 % | 1410 |
| Match: 100% | 8935 | 20 % | 1787 |
| Total | 12782 | | 4224 |

Total number of pages: 8,52
Total number of standard pages to be paid: 2,82

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# Multilingual Source – WYSIWYG



onderzoek, ontwikkeling en innovatie in de sectoren landbouw, industrie en diensten, indien dit gepaard kan gaan met substantiële vermindering van de regeldruk en een verbetering van de toegankelijkheid, ook voor het midden- en kleinbedrijf.

Or. nl

¶

Amendment 671¶
Konrad Szymański¶

Motion for a resolution¶
Paragraph 65¶

| Motion for a resolution | Amendment |
|---|---|
| 65. podkreśla, że skuteczna i wzmocniona polityka spójności wymaga odpowiedniego finansowania, które nie powinno być mniejsze niż w obecnym okresie programowania; w tym kontekście ponawia swój postulat dotyczący tego, aby w następnych WRF środki niewykorzystane lub umorzone w ramach funduszy spójności pozostały w budżecie przeznaczonym na spójność, a nie były zwracane państwom członkowskim; | 65. podkreśla, że skuteczna i wzmocniona polityka spójności wymaga odpowiedniego finansowania, które nie powinno być mniejsze niż w obecnym okresie programowania; *aby skutecznie zmniejszać różnice w poziomie rozwoju regionów; w* tym kontekście ponawia swój postulat dotyczący tego, aby w następnych WRF środki niewykorzystane lub umorzone w ramach funduszy spójności pozostały w budżecie przeznaczonym na spójność, a nie były zwracane państwom członkowskim; |

Or. pl

# Example – Job Sheet (FdR)

*Relay Language* **EN - 13/04/2011 12:00**          *Mise-en-forme*

| Lang | TraSrc | ModSrc | Orig | Trans | Type | Rev | Copies | Trad Deadline | Distr. deadline |
|------|--------|--------|------|-------|------|-----|--------|---------------|-----------------|
| BG (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| CS (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| DA (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| DE (F) | 5.70 | | 12 | 98.31 | 98.31 | | | 02/05/2011 17:00 | |
| EL | 1.32 | | 2 | 102.69 | 102.69 | | | 02/05/2011 17:00 | |
| EN | 86.98 | | 187 | 17.03 | 17.03 | | | 13/04/2011 12:00 | |
| ES | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| ET (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| FI (F) | 0.41 | | 1 | 103.60 | 103.60 | | | 02/05/2011 17:00 | |
| FR (F) | 2.19 | | 4 | 101.82 | 101.82 | | | 02/05/2011 17:00 | |
| HU | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| IT (F) | 1.53 | | 5 | 102.48 | 102.48 | | | 02/05/2011 17:00 | |
| LT (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| LV (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| MT (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| NL (F) | 1.03 | | 1 | 102.98 | 102.98 | | | 02/05/2011 17:00 | |
| PL (F) | 0.55 | | 1 | 103.46 | 103.46 | | | 02/05/2011 17:00 | |
| PT (F) | 4.30 | | 11 | 99.71 | 99.71 | | | 02/05/2011 17:00 | |
| RO (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| SK (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| SL (F) | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| SV | | | | 104.01 | 104.01 | | | 02/05/2011 17:00 | |
| *Total* | **104.01** | **0.00** | **224** | **2184.21** | **2184.21** | **0.00** | | | *Pages to come 0* |

# Multilingual Source – Food for Thought (SPA)

- 1 Job - Document to translate – AMs to Final Report (RR)
    - 7 Source Languages (SLs)
    - 22 Target Languages (TLs)
    - 25 reference documents provided
        - 1 x Original text to be amended
        - 1 x Draft report (PR)
        - 6 x batches of AMs to the PR
        - 3 x Draft opinions (PA)
        - 10 x batches of AMs to the PAs
        - 3 x Final opinions
        - 1 x Final report

- Create Translation Memories (TMs) for each SL-TL
    - **7 x 22 = 154 TMs**
- Import relevant TMX files into each TM
    - **25 x154 = 3850 imports**
- Approximately **14 hours on 1 PC** to pre-process the job for all TLs
    - Using distributing computing reduces this to between 30 minutes and 1 hour, but it is still 14 hours total processing time.

# Amendments - XML

Cat4Trad

# XML – Scenario

- E-Parliament will be introduced
- Input text will be XML
- Output text will be XML
- Multilingual source texts will continue
- Need to improve the pre-treatment time even more

# Cat Tool Requirements

- e-Parliament translation tool specified 19 mandatory requirements including:

  - WYSIWYG view

  - Replacement rather than matching wherever possible (metadata, not strings)

    - Provide (fuzzy) matches for remainder of text (from Euramis)
    - Improve fuzzy matches using MT techniques
    - Where no matches found – send for MT

  - Multilingual source text handling

  - Automatic mark-up of amended text

  - Over-the-shoulder translation ("peeking")

# CAT Tool – Options considered

- ## Current CAT Tool
  - Trados TWB 7.5/8.3 – no XML
  - TagEditor – XML, but fulfilled hardly any of the requirements

- ## "Off-the-shelf" CAT Tool
  - Would not fulfil some specific requirements

- ## Develop internally
  - Specifically designed to fulfil **all** requirements

# Requirement - WYSIWYG

- Support an almost WYSIWYG display whenever it may help identify the parts of text that need special attention, for instance amendments in two-column layout

  - "What You See Is What You Get"

# Advantages - WYSIWYG

- Translators can navigate through the document in WYSIWYG view and see their translations in place as soon as they are validated

# Example – Word WYSIWYG

onderzoek, ontwikkeling en innovatie in de sectoren landbouw, industrie en diensten, indien dit gepaard kan gaan met substantiële vermindering van de regeldruk en een verbetering van de toegankelijkheid, ook voor het midden- en kleinbedrijf.

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Or. pl

# Example – Tag Editor

# Example – "off the shelf" CAT Tool

| Source text | Target text |
|---|---|
| **This is the first segment of the text** *to be amended* **and it forms the first sentence of the first paragraph.** | |
| **This is the second segment of the text** *to be amended***, it forms the second sentence of the first paragraph up to a semi-colon;** | |
| **This is the remainder of the second sentence of the first paragraph of the text to be amended.** | |
| **This is the third sentence of the** text to be amended, **you can imagine it as very long covering five or six lines in this editor, so it is repeated here "this is the third sentence of the** text to be amended, **you can imagine it as very long covering five or six lines in this editor"** | |
| **and so on until the first paragraph of the text to be amended is completed.** | |
| NOTE: **Depending on the editor, the second and subsequent paragraphs might be dealt with in a similar way to the first before moving on to the amending text (the right-hand column text in the amendment** | |
| **This is the first segment of the** *amending* **text and it forms the first sentence of the first paragraph.** | |
| *This is an additional bit of text added between the first and second sentences*. | |
| **This is the second segment of the** *amending* **text, it forms the second sentence of the first paragraph up to a semi-colon;** | |

# Example – "off the shelf" CAT Tool

| Source text | Target text |
|---|---|
| This is the remainder of the second sentence of the first paragraph of the amending text. | |
| This is the third sentence of the amending text, you can imagine it as very long covering five or six lines in this editor, so it is repeated here "this is the third sentence of the amending text, you can imagine it as very long covering five or six lines in this editor" | |
| and so on until the first paragraph of the text to be amended is completed. | |

# Example – Cat4Trad WYSIWYG

# Requirement – Replacement by reference

- Replace existing source text translations by reference rather than matching

# Advantages – Replacement by reference

- No more cutting and pasting from the target language version of the original document or relying on fuzzy matching to provide the segments from the correct version of the document

- No more searching for the correct version of standard text to use in different circumstances as it will be provided automatically

- Sources:
  - Original text
    - Base Reference document
    - ITER titles
  - Standard text
    - Normative memories and DocEP (current Word macro system)
    - OJ "pre-translated" text from the RdM and ITER
    - Future: RdM standard text from the e-Parliament service (DM-XML)

# Cat4Trad – Replacement – XML

# Cat4Trad– Replacement – Target

# Example – Cat4Trad Replacement

# Requirement – Multilingual Source

- Treat multilingual documents sequentially without having to refresh the Translation Memory at each change of the source language

# Advantages – Multilingual source

- **The document can be translated sequentially**

- **No more**
  - complicated splitting of files
  - translating using different memories
  - re-merging files
  - post-aligning of multilingual documents from the pivot language to individual target languages (Cat4Trad will automatically export Pivot-All TMX files)

# Requirement – Automatic Mark-up

- Automatic mark-up (bold and italics) of legislative amendments

# Advantages – Automatic mark-up

- Translators no longer have to worry about formatting, they just need to concentrate on the content

- Mark-up is done using a module specified by the lawyer-linguists

- The mark-up is available as soon as the translation is validated – in both the source and target text – so translators can immediately see what was changed in their language and compare it to the original

# Cat4Trad – Automatic Mark-up

# Requirement – Over-the-shoulder

- Support over-the-shoulder translation ("peeking"), whereby there is no need to await the finalisation of the official relay language version, any other language version being made available even at a non-finalised stage

# Advantages – Over-the-shoulder

- Translators can translate from the relay language as soon as an amendment is validated instead of waiting for the whole document to be translated and released

- Translators can be assigned documents containing languages they do not know as they can switch to another source language when it is available
  - *Small amounts of unknown languages, not a whole document!*

  - Consequence of multilingualism
    - A translator cannot be expected to cover all source languages
    - Of the languages he knows, a translator will know some better than others

# Cat4Trad – Over-the-shoulder

# Requirement – Integrated re-usable content

- Re-usable content from different sources integrated into a single tool

# Advantages – Integrated re-usable content

- Translators have all the potential re-usable content in one place, immediately available, but still have the option to search terminology and document databases

# Cat4Trad - Integrated applications

**Amendment No. 3**

Source Language: English (orig.) ▾     Target Language: French

| | |
|---|---|
| 3. | 3. |

+

Stresses the importance of developing relief asset pre-positioning capacities in order to improve the speed at which humanitarian organisations respond to disasters;

+

notes that the development of depots/hubs reflects the effectiveness of this approach in terms of speed, quality and cost efficiency, and calls on the Commission to continue to provide financial support in this field;

+

highlights the importance of flexibility in terms of coordination and resource management in ensuring the speed and adequacy of humanitarian assistance and distaster response;

+

Hide    terms of coordination     FullCat   FullDoc   Quest   DocFinder

# Food for Thought – Cat4Trad

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  - 25 background documents provided
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    - 1 x Final report

- One multilingual Translation Memory
- Relevant TMX files indexed at time of creation
  - Immediately available
- **Time saved = 14 hours!**

# Cat4Trad in production

## Committee Agendas

# Cat4Trad – OJ version

- Before Cat4Trad = TagEditor
  - Time to translate = average 1 hour
- Introduce Cat4Trad
  - Time to translate = average 1.5 hours
- 1-2 weeks later
  - Time to translate = average 15 minutes

- Result = 75% saving in time

# Cat4Trad - OJ Translation screen

# A Single CAT Tool?

- Does the introduction of CAT4TRAD mean the end of a bought CAT Tool?

- NO – CAT4TRAD is a complement to TWB / CAT Tool not a replacement

# Questions?