



# Translation Management System

## Functional Overview

## Agenda

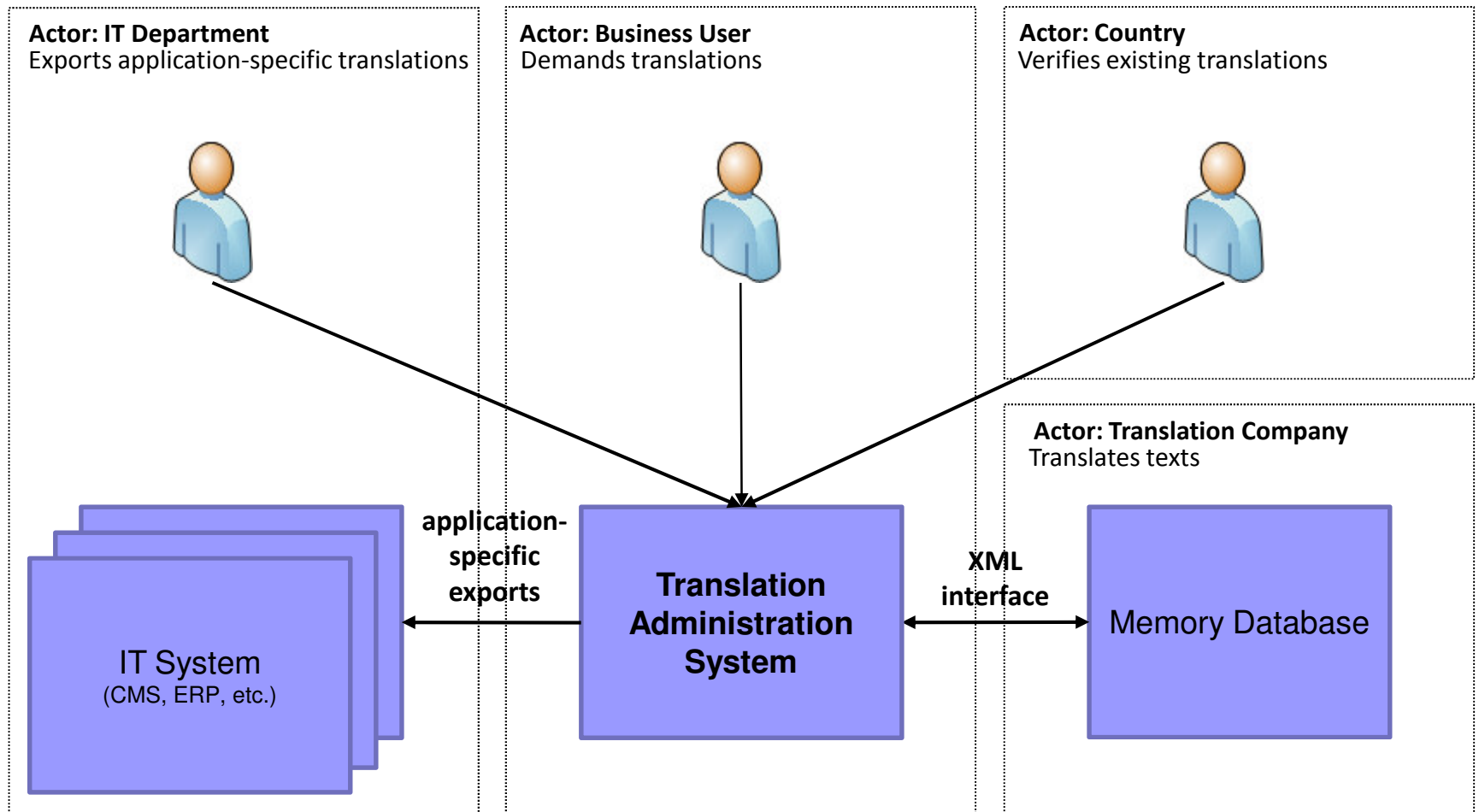
- Introduction
- Architecture
- Benefits
- Supported Roles
- Translation Process
- Relationships between Entities
- Status Workflow
- Export Types
- Validation of imported translations

## Introduction

“The Translation Administration System was introduced to **centrally manage** all required **translations** needed by various IT systems”

# Translation Management System: Functional Overview

## Architecture



## Benefits

- Only texts that are outstanding for translation are generated by the system in XML format
- Existing translations can easily be reused
- All involved parties can work simultaneously with the same repository using different roles
- During import of translations, various logical checks are performed automatically. This saves a tremendous amount of time and greatly enhances data quality.
- A reliable and scalable relational database model based on Oracle technology is used

## Benefits

- A complete translation process is covered by the tool
  - A status is tracked for each translation
  - Power users can change each text at any given time, regardless of its status
- Two prebuild application-specific exports are available after installation
- Additional export formats can be implemented as desired
- Only a browser and valid logon credentials are needed to work with the application

## Supported Roles

- Business User / IT Department (both have full access to the system)
  - Business User: responsible for defining texts and maintaining translations
  - IT Department: Assigns application specific keys and exports translations in application specific formats
  
- Country
  - View and correct existing translations

## Translation Process 1/2 (**please adapt to suit your needs!**)

### **Business User:**

1. Logon using username and password
2. Specify texts in the default language
3. Upload a screen capture in which the texts can be seen
4. Look up and assign the texts to the screen capture
5. Create a topic or use an existing topic and assign the screen(s) & desired languages



## Translation Process 2/2 (please adapt to suit your needs!)

### **Business User:**

6. Preview and export all texts to be translated into XML files

#### Remarks:

- For each language, a XML file is generated. Together with all involved screen captures, these files are stored in a ZIP archive.
- A text is exported whenever for its topic at least one language was assigned and the text wasn't translated before.

7. Upload the ZIP file to the translation company

8. Download and import the translations

Validated texts are given the status "Ready". Texts for which the data validation rules failed, are given the status "Validation error". These are to be checked manually and send to the translation company again for retranslation (warranty claim).

### **IT department:**

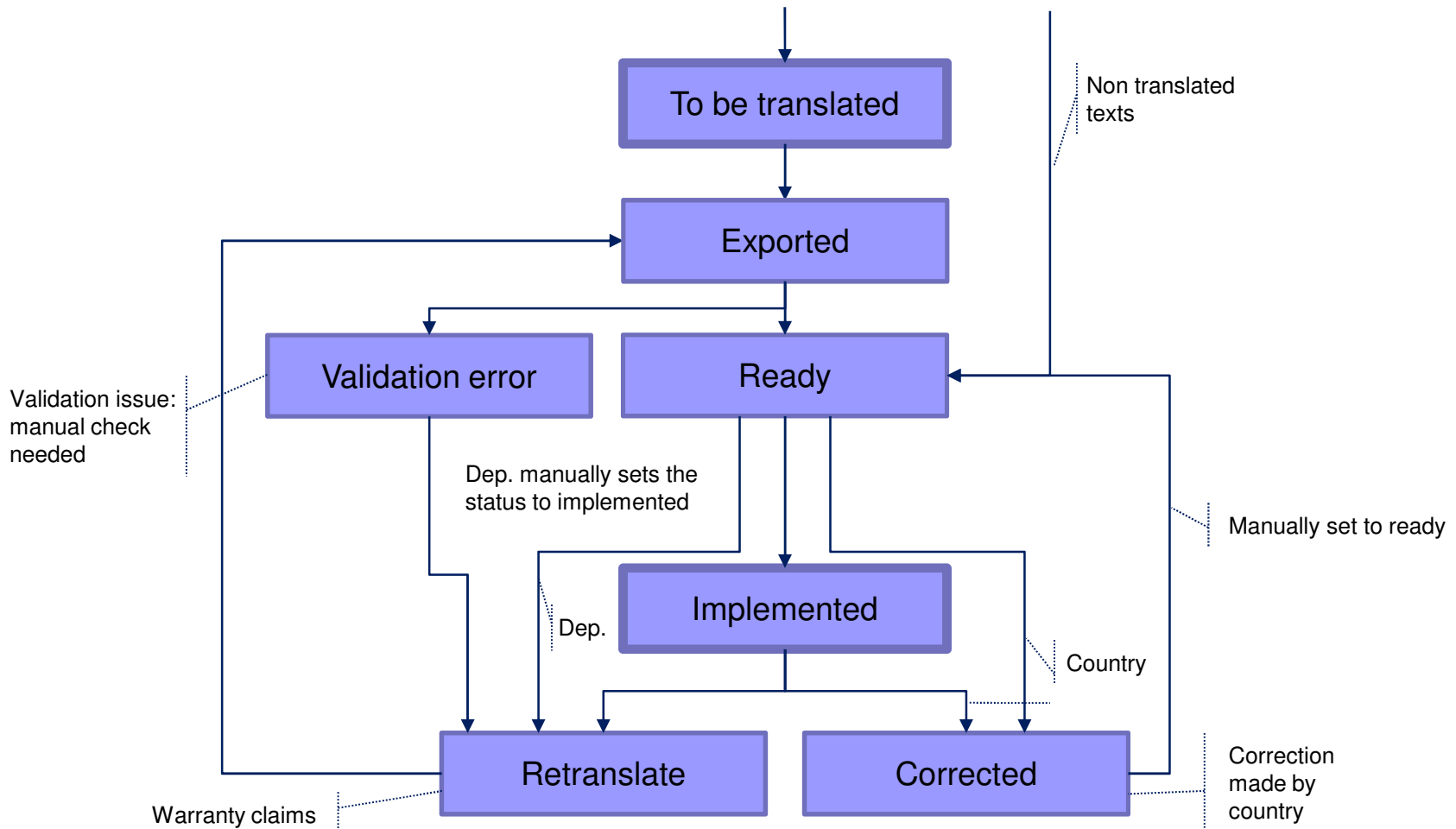
9. Create and assign application-specific keys to texts and export the translations in the required format

### **Business User:**

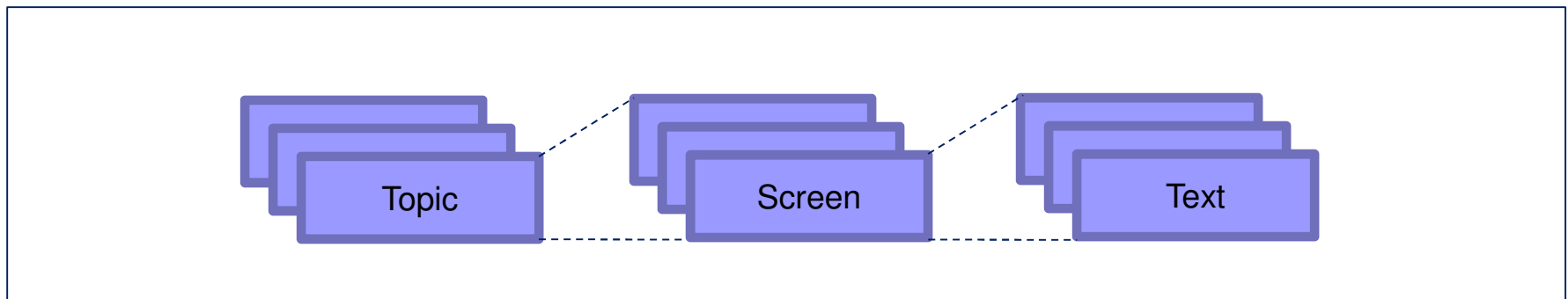
10. After implementation, the translations are verified by the business user. The status for the topic is set to "implemented".

# Translation Management System: Functional Overview

## Status Workflow



## Relationship between Entities



## Export 1: Export New Texts

- When is a text exported?
  - Texts assigned to screens
  - Screen must be assigned to a topic
  - The topic must be assigned to one or more required languages
  - A translation for the text (for this particular screen) isn't available already
  - The status of the text is set to "To be translated"
- For each required language, a separate XML file will be generated
- Together with the assigned screens, all files are made available in ZIP format
- Before exporting, a preview is made available of all texts to be exported

## Export 2: Export Warranty Claims

- Error correction for incorrect translations
- Only those texts with the status “Retranslate” are exported together with the current translation and content of the comment field
- For each required language, a separate XML file will be generated
- Together with the assigned screens, all files are archived in ZIP format

## Validation of Imported Translations

- Validations to perform as regards contents:
  - When 1<sup>st</sup> character of text is uppercase, its translation should also begin with an uppercase character
  - If a text ends with “.” - “,” or “!”, then the translation should also end with the same character
  - If a restriction on the number of characters used for a translation exists, this should be checked
  - For some reoccurring texts within the same topic, the imported translation should be the same
- When data validation fails, the status for the translation is set to “Validation error”
- Manually handle texts in screens having status set to “Validation error” (set either to “Retranslate” or “Ready”)
- Each validation can be enabled or disabled before importing the translations