



The One Source for a World of Translation Services

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Documentation Challenges

Are you experiencing documentation challenges like these?

Challenge: You've been given the responsibility of updating and obtaining certification for a project that involves a great deal of previously translated material. These translations will be widely distributed throughout your company, yet you can't be sure of the quality of the translations or whether they contain outdated terminology.

TLC Solution: When dealing with translations that are a few years old or were acquired from a source or sources you are unfamiliar with, it is wise to have a qualified professional review the material. The Language Center will select an editor with expertise in the source language, the target language, and your specific industry. The editor will review the documents to assess the quality of the translation and consistent use of current terminology. The editor will then provide detailed suggestions for improvement where necessary. Suggested revisions that are accepted by the client will be made by the editor, and the file is returned to the client along with certification of the translation.

Challenge: Your in-country reviewer has informed you that the translation you acquired recently is of poor quality. The translator disagrees with the reviewer's comments and provides detailed explanations as to why the reviewer is mistaken. Both the translator and reviewer are highly qualified, yet each contends that the other is in error. Meanwhile, the clock is ticking on your project

TLC Solution: It can be difficult to assess the recommendations of reviewers and translators when you don't understand the language yourself. When two parties cannot agree on what is best regarding a translation, the best course of action is to have the translation reviewed by an objective third party. The Language Center can provide an expert translator or editor with experience in your industry to review the original translation along with the comments of your translator and

reviewer. You will quickly receive a concise report detailing our reviewer's assessment of the translation and recommendations for a speedy resolution to any outstanding debates between the reviewer and translator.

Challenge: You are working on a long-term project that involves a number of documents written by different authors over a period of years. One of your objectives is to create a manual that conveys all the necessary information in a clear, concise manner, eliminating the repetition and inconsistencies that currently exist in the hodge-podge of documents.

TLC Solution: Whether the documents are in English or other languages, The Language Center will consolidate your assorted documents into one cohesive manual while paying special attention to issues of consistency, style, grammar, and terminology. The chaos of miscellaneous documents and glossaries will be reviewed, edited and updated presenting you with a perfectly organized manual that conveys your message clearly and consistently.

Challenge: Regulations require your company to have all translations reviewed for accuracy and certified by an independent third party, but you don't know where to find one.

TLC Solution: The Language Center is certified by the State of New Jersey to provide a notarized Certificate of Accuracy for translations not performed by our agency. After receiving your source document and translation, we will provide you with a signed confidentiality agreement before the review takes place. Once the review is complete and any recommended revisions have been made, a notarized Certificate of Accuracy will be issued.

To learn more about how The Language Center can help you meet your documentation challenges, just give us a call or email us at tlc@thelanguagectr.com.

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