Important Factors to Consider in Foreign Language Typesetting

Text Expansion – Translation into foreign language can expand text by up to 30% or more. Interline spacing and font size can be reduced when producing the foreign language version, but the final document needs to be reader friendly. Leaving plenty of white space in the English version will help accommodate the expanded text.

Capitalization Rules – Upper, lower and initial caps are all possibilities in foreign language text but in some languages switching from ALL CAPS to lower case may require some adjustments to accented characters to prevent typos. Correct capitalization is part of our foreign language DTP quality assurance check.

Numeric Values – Numeric values in tables require change to the correct format for each language. For example, $5,250.00 in the US would be $5.250,00 in Spain and $ 5 250,00 in France.

Hyphenation – Some translated words need to be broken to fit into formatted styles, necessitating add-on modules by language to desktop publishing programs. Insuring correct hyphenation unique to each language is part of our linguistic review.

Spell Check – Spelling mistakes are avoided when using foreign language spell checking which is part of our linguistic review in quality assurance.

Metric Conversions – Since 2010 labeling of all products targeted to countries in the European Union require conversion to metric units. Size, mass, volume, force, temperature and pressure all require conversion and should be supplied by the originator of the English document.

Quotation Marks – Quotation marks are different depending on the country targeted. For example, in French, « » would replace " " and in German „ " would be used. Correct use of quotation marks unique to each language is part of our linguistic review in quality assurance.

Graphics – When preparing files for translation into another language, it is helpful to anchor the graphics to the corresponding text. As text expands, the graphics will move with the text automatically.

Callouts – When graphics contain text requiring translation, special graphic programs such as Illustrator are used to erase the English and replace the text in the foreign language. Time and expense can be saved if the callouts can appear below the picture corresponding to a coded reference within the graphic (for example, A = top; B = bottom, etc.).

Current Software – The DTP program in which the original document was created is generally the format a client would like to receive it back in. It's a good idea to upgrade to the latest versions of software as older versions may present compatibility issues. Our DTP experts can format in all languages, in all programs and versions on both PC and MAC.

To learn more about The Language Center and our full scope of professional translation services and to receive a free project quote, contact us today.