

Post Translation 6-stage Quality Check

Large documents over 15000 words go through our 6-Stage Quality Check which guarantees continuity and perfection.

Once the document has been translated:

1. Proof-reading One (PRO1):

A separate linguist proof-reads the document for accuracy, grammar, punctuation, spelling, terminology, omission checks and consistency of terminology. He/she implements the changes and prepares a report on mistakes identified.

2. Proof-reading Feedback:

The document is returned to the translator with the proof-reading report. His comments are taken into consideration. Target audience and style issues are discussed at this stage if necessary.

3. Proof-reading Two (PRO2):

The document is returned to the proof-reader and the above areas are re-checked in addition to; numerical values, tables, charts, characters (i.e. accents, font), and layout. Any changes needed are noted on a hardcopy of the document.

4. Desktop Publishing (DTP):

Required changes are implemented and with our extensive technical capabilities, the document is designed and rendered.

5. Proof-reading Three (PRO3):

Third proof-reading. Proof-reader examines any implemented changes.

6. Final Edit:

The document is re-checked by one of our professional in-house editors, printed and delivered to the client with a copy on CD.

THE 6-STAGE QUALITY CHECK METHOD
ASSURES A MINIMUM OF
99%
ACCURACY

OVER **80%**
OF OUR CLIENTS FROM AUTOMOTIVE,
ENGINEERING, IT AND PUBLISHING
SECTOR BENEFIT FROM OUR
6 STAGE QUALITY CHECK

To request for a "no obligation"
quotation or to book a meeting,
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