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TRANSLATION CLASSIFICATION

A translation job will usually fall into one of these four classifications. Features of the translation may be specified individually.

	POST EDITED MACHINE TRANSLATION (PEMT)	INFORMATIVE	STANDARD	PUBLICATION
REQUIREMENT	Client needs high volume translation from a controlled source text and accuracy is not an issue. The document will undergo little or no revision after translation is complete.	Client needs to learn the content of a document. The document will undergo little or no revision after translation is completed.	Client needs a professional translation. The document will undergo one proof read revision before final version.	Client will present translated document to customers, public, or others. The document may undergo extensive revision before final version.
READABILITY	Non-communicative. Poor to fair, depending on the amount of post editing.	Good.	Very Good. Technical and specialized vocabulary translated.	Excellent. Localized with in-country reviews.
FIGURES, TABLES, LISTS	Client will have access to original document. Figures and large tables may not be reproduced.	Client will have access to original document. Figures and large tables are not reproduced, but titles, headings, legends, etc. are translated.	Client will use document without referring to original. Figures and tables are reproduced by translating titles, headings, etc. and combining with graphics or tabular data.	Tables are reproduced by retyping or scanning/OCR. Figures are reproduced and incorporated into text. Translated lists and indices are re-alphabetized.
CLIENT ASSISTANCE IN TRANSLATION	No client involvement.	Client does not understand the source language and will probably be unable to assist in the translation.	Client may be able to clarify terms or concepts in the source document.	Client personnel are available for consultation during translation to clarify specialized terms, abbreviations, etc.
DELIVERY TIME	More important than appearance.	Not as important.	Client specifies deadline and priority.	Not as important as accuracy and professional appearance.
FONTS, PAGE NUMBERING, MARGINS, TAB SETTINGS, ETC.	Not important. Does not need to match original settings.	Not very important, other than neatness and legibility. Does not need to match original settings.	Effort made to match appearance of source document without sacrificing time. Conversions are made.	Editor/publisher will: (1)match the appearance of the original, or (2)meet client specifications, or (3)format using own judgment.
WORD PROCESSING/DESKTOP PUBLISHING FEATURES	None performed.	Since little revision is expected, minor word processing features will be used.	Simple word processing and/or desktop publishing features will be used.	More advanced desktop publishing procedures will be followed (styles, automated paragraph numbering, etc.)
COST	\$	\$\$	\$\$\$	\$\$\$\$
TRANSLATOR'S NOTES	The translator may add clarifying notes to the text or as an attachment.	The translator may add clarifying notes to the text or as an attachment.	The translator may attach clarifying notes.	No extraneous material added to text.

For quality translations and interpretations, you may reach us by **phone** at 713-789-2500 or **toll free** at 866-365-2763, by **fax** at 713-789-8920, or via **e-mail** at abpt@abpt.com.