

About Client

LinguLinx provides everything from outsourced documentation, xml migration, content authoring and multiplatform publishing to multilingual solutions such as translation, interpreting and [desktop publishing](#).

About the Project

The client required translation and proofreading of Publication 1. They emphasized maintaining the original layout and formatting within the MS Publisher file, which was incompatible with their translation tool, MemoQ. To achieve this, they required creating a PDF for translation and then meticulously pasting the translated text back into the Publisher file, ensuring it matched the source formatting exactly. Final deliverables included a publish-ready MS Publisher file, along with translated and edited RTF files generated from MemoQ. They also requested a completed MemoQ project with a clean QA report showing all errors and warnings addressed.

Solution We Provided

1. To ensure we met all client requirements, we thoroughly reviewed their instructions, identified key translation considerations, and determined the requested deliverables.
2. We downloaded the source Publisher file (Pub file) and the MemoQ project file (MQout file) from the client's server. To facilitate translation, we exported the Pub file to an RTF format.
3. Recognizing the subject matter of the RTF file, we assigned it to one of our most experienced and long-standing Korean translators specializing in this field. We requested a return by noon that same day.
4. Simultaneously, we informed the designated Korean proofreader about the project and its deadline. We provided them with the source file for reference.

5. Upon receiving the translated RTF file, we assigned the proofreading task to the designated proofreader, emphasizing the tight deadline.
6. Once the proofread RTF file was received, we imported it into MemoQ, ran a quality assurance (QA) check, and identified any minor errors. The proofreader promptly addressed these issues. We then generated a clean QA report in Excel format and confirmed all translated segments. Finally, we exported the final MemoQ project file for delivery.
7. As a crucial step outlined in the client's requirements, we meticulously pasted the translated Korean text into the Pub file, ensuring it mirrored the original English formatting. Our translator handled this task, referencing the proofread version for additional quality control.
8. We delivered all requested files to the client: the translated RTF file, the proofread RTF file, the final MemoQ project file, a clean QA report, and the Korean version of the Pub file.

About CCJK

Founded in 2002, [CCJK](#), a company of highly skilled professionals from around the Asia-Pacific region, has formed an elite engineering group that is dedicated, knowledgeable, and has a deeply rooted sense of responsibility. CCJK always insists that winning clients' trust and confidence in this manner is of paramount importance to the very existence of an organization. CCJK dedicates itself to tailoring its services to meet the unique needs of each client. For every project, no matter whether it is big or small, sophisticated or trivial, the whole team is committed to working synchronically to make the project mutually successful, both for the client and CCJK.