

# STEPS TO GET TRANSLATION



If you have long been living with the idea that translation only needs a bit know how of the target language, then let me rectify you that you had been living with a wrong concept. And if you think that as you don't know translation then any translation software can serve the purpose, even then you are wrong. The fact is translation is neither that easy nor it can be perfectly translated by any machine. Translation is a difficult job, because language also involves cultural patterns and meaning making system.

So, it is better to hire a [translation service company](#) or a professional freelancer to get your translation job done. Your business is a crucial thing and it shouldn't be handled with carelessness. If you are looking to take your business to the foreign market, then it requires localization. But this is not a problem as far as you are focused and play your card tactfully.

Let us have a look that how you can get you language translation task accomplished:

## **Find the Adequate Service Provider:**

First step is to find the best language service provider. It can be a freelancer or a company, whatever is the case, you need to be very picky in your selection. You need to get quote from 2, 3 companies before assigning the project. But adequate quotation is not the mere point of judgement or selection of the best pick, you also need to see testimonial,

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case studies and the format before taking decision.

### **Give the Source Document:**

After selecting the company, give your source file to the translator. Make sure that document or file contains the right data to be translated and the provided content is error free, otherwise, the errors may lead to the wrong translation and hence, you will not be able to get the desired results of your marketing campaign or initiation of the business in foreign market. Moreover, try to give editable file, because pdf and other such formats increase the work of the translator as he first has to convert the file from one file to editable file. While giving the file, make sure that you also set the realistic deadline of the project. This helps you to get your project on time. Here, payment is also made before the project is started. The payment may depend upon the word count of the project.

**Read Also:** [Four Steps for New Translator](#)

### **Translation of the Content:**

Then the translator does the best possible translation of your assigned project and this is followed by proofreading (some companies separate proofreading from translation i.e. take it as a separate agency).

### **Formatting:**

Different languages have different sentence structure, words size etc., so while translating them from one language to another may distort the format of your file. So, next step is the formatting of the file i.e. adjusting the words within margins and shaping the content according to the set pattern of the file formation.

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## Delivery of the Project:

Then finally project is delivered back to you after the translation and formatting is done. If it is done by an experienced professional, then it surely is point on and customer engaging.

Getting the translation done is as simple as told. Stop thinking and get it done!

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