

SUBTITLING

GROW YOUR AUDIENCE

With the advent of social media, an increasing number of our clients are publishing videos online in order to reach their audience. We can:

- provide the subtitles in the source language of the video and/or
- translate the subtitles in one or several other languages.

The service includes 'spotting', i.e. the synchronisation of the subtitles and the video. This means that upon delivery, you will receive the subtitles with time codes indicating the exact times at which a subtitle appears on screen and disappears.



TERMINOLOGY MANAGEMENT

THE WORDS BEHIND KNOWLEDGE

Using accurate terminology is essential to getting your message across. Depending on your needs, we can offer you different types of terminological support.

Terminology

We create your glossaries with added value information (definitions, references or context) that guarantees the accuracy of the source and target terms you are using in your documents. We feed this data into the interinstitutional IATE* terminology database, which is managed by the Centre on behalf of the EU institutions.

Term lists

We translate single words or multi-word expressions into the language(s) of your choice.

Revision of term lists

Do you already have lists of terms translated into other languages? We can examine if they are fit for purpose and make corrections, where necessary.

*InterActive Terminology for Europe

LANGUAGE CONSULTANCY

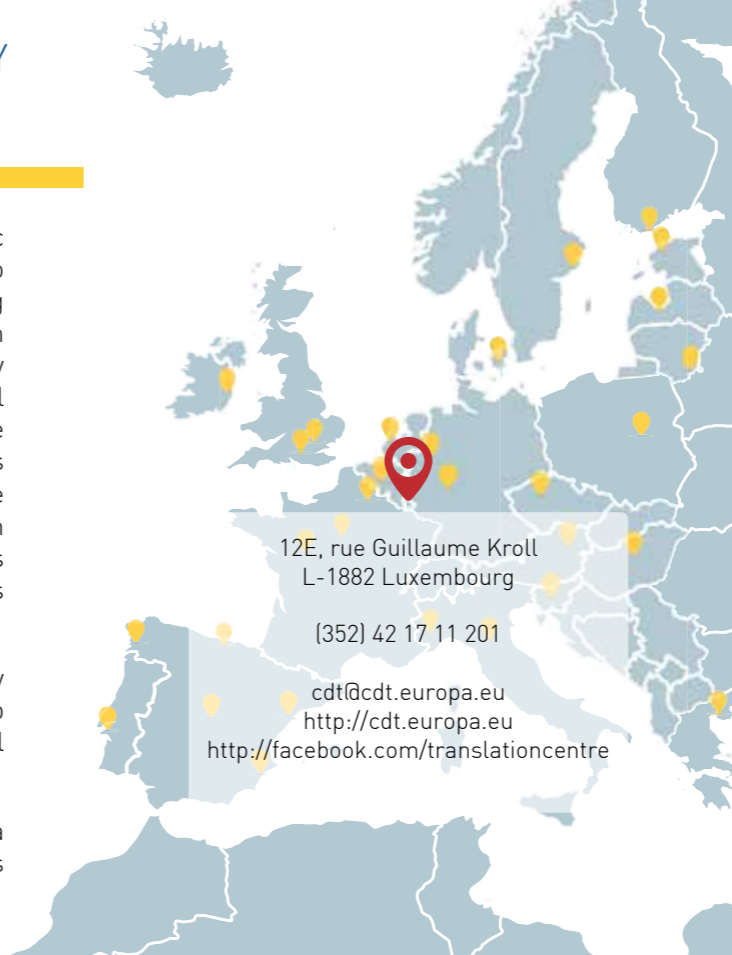
EACH CLIENT IS UNIQUE

Does your organisation have specific language needs? For example, do you need support in the drafting of texts or professional advice on specific translation projects? This may include the review of your operational workflows around translation or the analysis of a series of documents so as to identify technical issues, repetitive text and content to be harmonised with a view to optimising translation costs and enhancing consistency across documents.

Through our language consultancy service, we are at your side to develop ad hoc solutions for your multilingual communication needs.

Since language consultancy is a customised service, each project is defined in cooperation with the client.

<http://cdt.europa.eu>



WE ARE AT YOUR SERVICE



TRANSLATION CENTRE
FOR THE BODIES OF THE EUROPEAN UNION

OUR SERVICES

TRANSLATION
EDITING
MODIFICATION
REVISION
SUBTITLING
TERMINOLOGY
LANGUAGE CONSULTANCY

REACH YOUR AUDIENCE

The Translation Centre caters for the diverse multilingual communication needs of the EU agencies and other bodies. In addition, it may be called upon by the EU institutions to absorb any surplus work they may have.

As the linguistic shared service provider for the EU agencies, the Centre works in the 24 official EU languages and in various non-EU languages, involving over 700 language combinations in total.

The Centre is actively involved in interinstitutional cooperation and promotes the use of EU terminology and the sharing of best practices in the language field.



TRANSLATION

YOU CREATE. WE TRANSLATE.

Whatever your mission, we are at your side to help you ensure effective multilingual communication.

Do you need to have documents translated for reporting, regulatory, marketing or other purposes? When ordering services with us, you are guaranteed that the appropriate style and relevant EU terminology is used.

We also make sure that your instructions and preferences collected over the years as well as your previous translations are taken into account.

You will achieve financial savings for the translation of documents based on the re-use of content in our translation memories.

EDITING

EDITING IS NOT A COST, IT IS AN INVESTMENT.

Working in a foreign language has become a common reality for many organisations. As more and more texts are written by non-native speakers, they tend to contain very specific mistakes. These may jeopardise the understanding of a document and, in some cases, it may even affect the image and the functioning of your organisation.

When you order an editing service, our highly-qualified native speakers will make sure that your document is fit for purpose.

We will perform a thorough check of the language used in order to make it clearer, easy to read and grammatically correct. We will also highlight ambiguities and content-related errors, offering advice and solutions.

MODIFICATION

CAPITALISE ON YOUR PREVIOUS TRANSLATIONS

Given their specific purpose, some documents are updated on a regular basis (e.g. website pages). If the document has already been translated by us and its content is in our translation memories, we will translate the modified version. This means that we will only deal with the changes to be inserted into the previously translated texts.

When you order a modification, we will adapt the translations according to the modifications made to the original. We will therefore ask you to provide a document showing all the changes made to the text, including insertions and deletions, as well as the previous language version(s) of the document(s) to be modified.

REVISION

DELIVERING EXCELLENCE

The Centre has developed expertise in revision due to our specific business model, which is based on outsourcing to specialised external service providers followed by a quality assurance process in-house prior to delivery to clients.

For some of our clients who have their own in-house translation services, we can offer assistance by revising existing translations. Our linguists ensure that translations are accurate and suitable for their intended purpose. During the revision process, we correct mistakes, spot inconsistencies (e.g. missing parts, footnotes, figures, etc.) and make sure that all references are taken into account.



The quality of a translation depends to a large extent on the quality of the original. Editing should therefore be a prerequisite for texts that are to be translated.

Did you know that the Translation Centre manages the largest terminology database in the world on behalf of the EU institutions?

See IATE - <http://iate.europa.eu>

Did you know that the Translation Centre is recognised as an expert in revision? Over the past number of years, we have given several seminars entitled 'Best Practices in Revision' to colleagues from other European and international organisations, as well as academic institutions.