

eCPD Webinars

Handout to accompany "CAT Tools: Friend or Foe. The Business Aspects of CAT Tools" with Janine Roberts and Lucy Brooks (20 March 2013)

Glossary of terms

Bilingual file

A bilingual file is a file produced by the CAT tool which contains your source and target translations. The bilingual file may be in Word, xiff, ttx (Trados TagEditor) or other format. To see both source and target in a Word file it is necessary to change your Word settings so that you can view hidden text. These files can be used by your agency client to "feed" their own TM with your translation.

Clean and unclean files

The bilingual file containing both source and target text is the "unclean" file. Once it has been "cleaned" all that remains is the translation (target text). This file containing only the translation is then referred to as the "clean" or "cleaned" file. The clean file will be in the original format (Word, Powerpoint, Excel, html etc.).

Translation memory (TM)

A TM is a database of all translation units you have completed. You can have as many TMs as you like. Some people have one large one, others have many, each for a different client or subject area.

Termbase (TB)

A termbase (terminology database) is a terminology glossary. Most CAT tools will allow you to import a glossary of terms to be used when translating into a termbase. The CAT tool will highlight any terms from the termbase that appear in the segment you are working on. You can create your own termbases and in the newer CAT tools also use some on-line termbases such as EuroTermBank.

Quality Assurance (QA)

Quality Assurance tool. Most CAT tools have an integral tool which will check for "mechanical" errors such as too many spaces, missing numbers, non-use of a term stored in the termbase, etc.

Computer-aided Translation (CAT)

Software that enables a translator to maintain a database of translations performed. It is not a translating machine, nor does it come pre-loaded with translation units. It takes time to build up a database.

Machine translation (MT)

Software that is programmed to translate text fed electronically into the software, producing an output in another language. While systems such as

GoogleTranslate and Bing are available to the public, many corporate customers have their own systems. These are sophisticated systems "trained" to perform translations in specific areas and can be very useful where huge amounts of text have to be analysed and translated. They can also be used to highlight text that a human needs to translate professionally. You can use some MT tool plug-ins in conjunction with some of the newer CAT tools although with tools such as Google MT you may need to pay a fee for this use. The use of these tools may be problematical for some end clients for confidentiality reasons.

Segments/segmentation

"Segments" can be sentences, paragraphs or sentence-like units (headings, titles or elements in a list). Owners of a CAT tool can make settings to ensure that segments are divided in a logical fashion

Translation unit (TU)

A TU is a segment of a text which the translator treats as a single cognitive unit for the purposes of establishing an equivalence. The translation unit may be a single word, a phrase, one or more sentences, or even a larger unit. When a translator segments a text into translation units, the larger these units are, the better chance there is of obtaining an idiomatic translation.

Repetitions (Reps)

The same segment exists several times in the current document. This segment only has to be translated once. When the segment is repeated, the translation is automatically supplied by the translation memory.

Fuzzy Matches/Fuzzies (75-99% match):

A segment in the source text is partially identical to a segment in the translation database.

100% matches

A segment in the new document is identical to a segment stored in the translation memory.

101% matches (perfect matches, , context matches, guaranteed matches)

Context-sensitive matches. A segment in the new document is identical to a segment stored in the translation memory and is also in context with the segment before and after it in other translations

Concordance

A feature which allows you to search for single words or phrases in context in a TM. The tool will then display all TUs in which the chosen word or phrase appears.