



HOW TO USE MEMSOURCE

September 2020

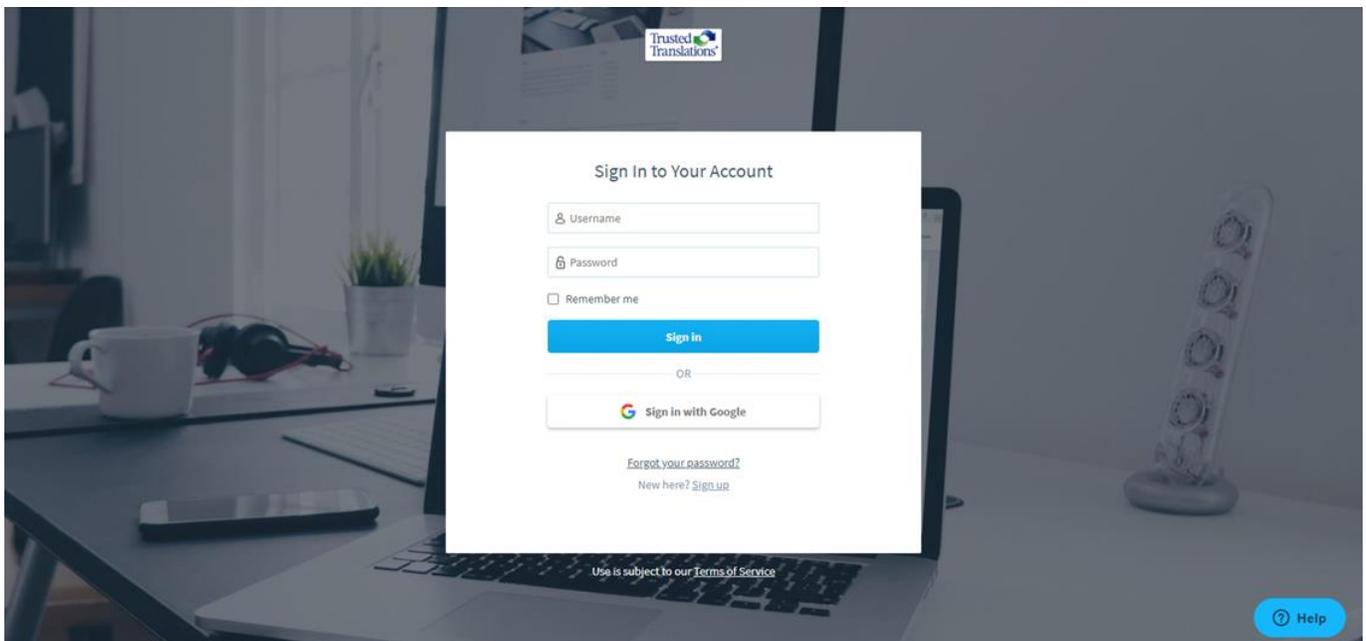
CONTENTS

HOW TO USE THE LINGUISTIC PORTAL	3
Personal Settings.....	4
E-mail.....	4
Jobs View.....	5
Projects View.....	7
MEMSOURCE EDITOR OVERVIEW	9
TRANSLATING IN THE MEMSOURCE EDITOR FOR DESKTOP	10
TRANSLATING IN THE MEMSOURCE EDITOR FOR WEB.....	14
THE CAT PANE.....	16
CAT Result Ordering	17
TRANSLATION MEMORY.....	18
Translation Matches.....	19
TERMINOLOGY DATABASE	20
HOW TO CONFIRM SEGMENTS	21
SEARCH PANE	22
IN-CONTEXT PREVIEW.....	25
Preview Options	26
QUALITY ASSURANCE.....	27
HOW TO SET THE STATUS TO COMPLETED	30

HOW TO USE THE LINGUISTIC PORTAL

As a Linguist, when you are first provided with a Memsorce account, you will receive an e-mail containing your username and a link to generate a password. Use these credentials to log in to your Linguist Account from:

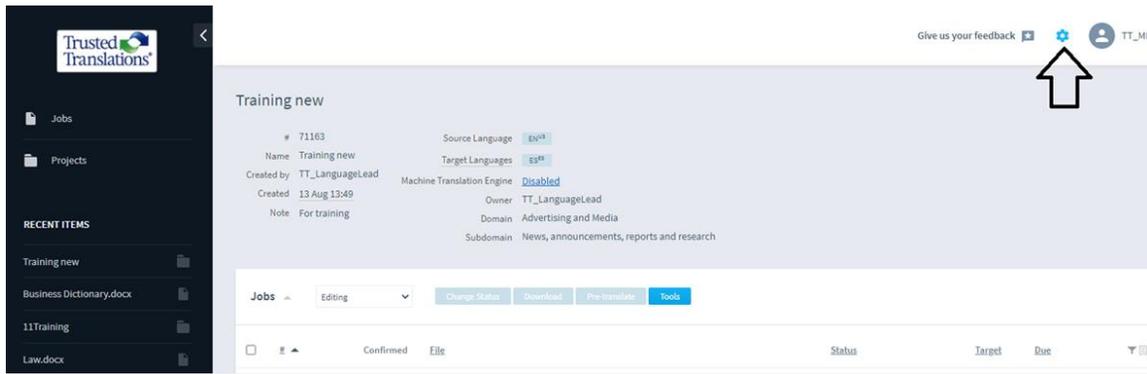
<https://cloud.memsorce.com/web/login/auth?backUrl=%2Fproject%2Flist>



Please note that you will be able to access Memsorce only when one of our Project Managers (PMs) assigns you a task and you have a project in progress.

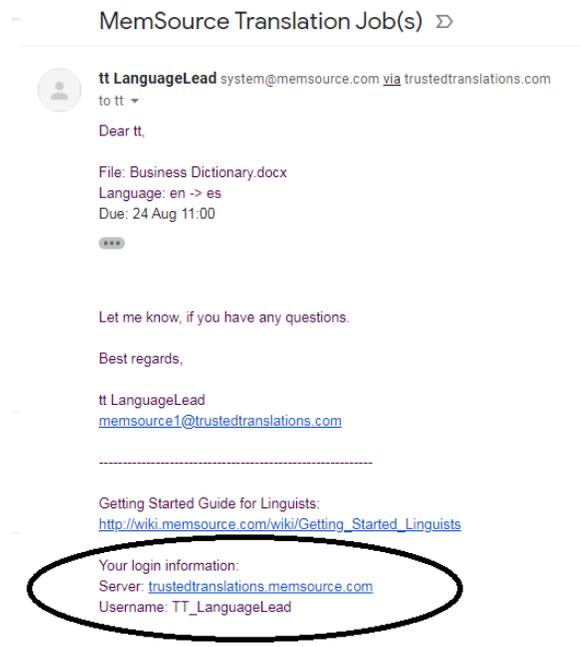
Personal Settings

You have the option of managing your personal settings and changing your password on your profile page. To change the settings, click on the gear icon in the top right-hand corner of the Memsourse UI.

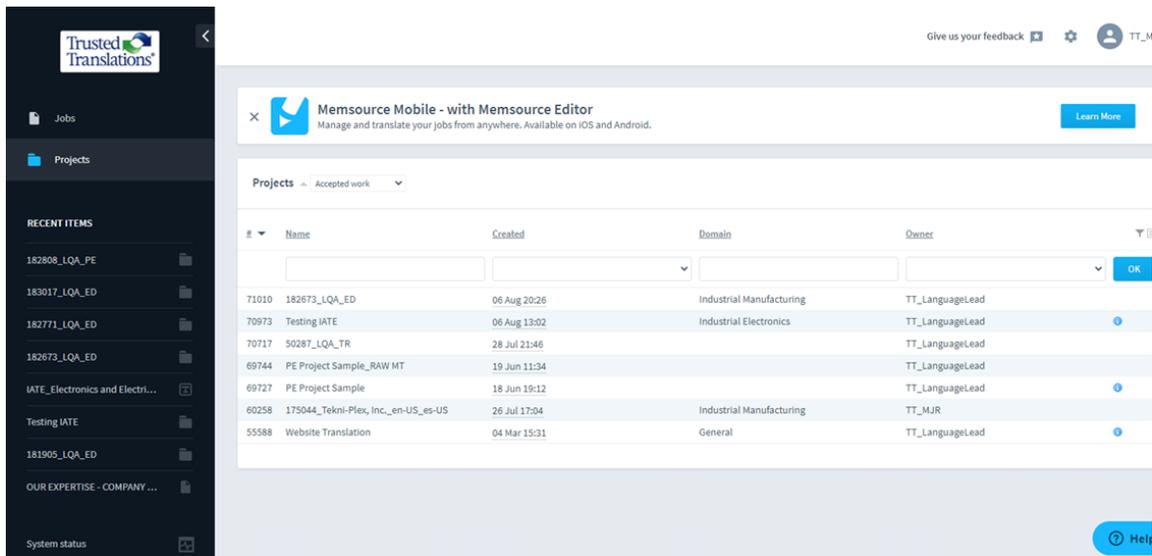


E-mail

When you are assigned a new job in Memsourse, you will receive an e-mail from the PM with the Production Order (PO) and all the basic information regarding the assigned job (language pairs, number of words, due date). You will also receive an e-mail from Memsourse with the job details and your login information. You just need to click on the Server to get access to the Linguistic Portal.



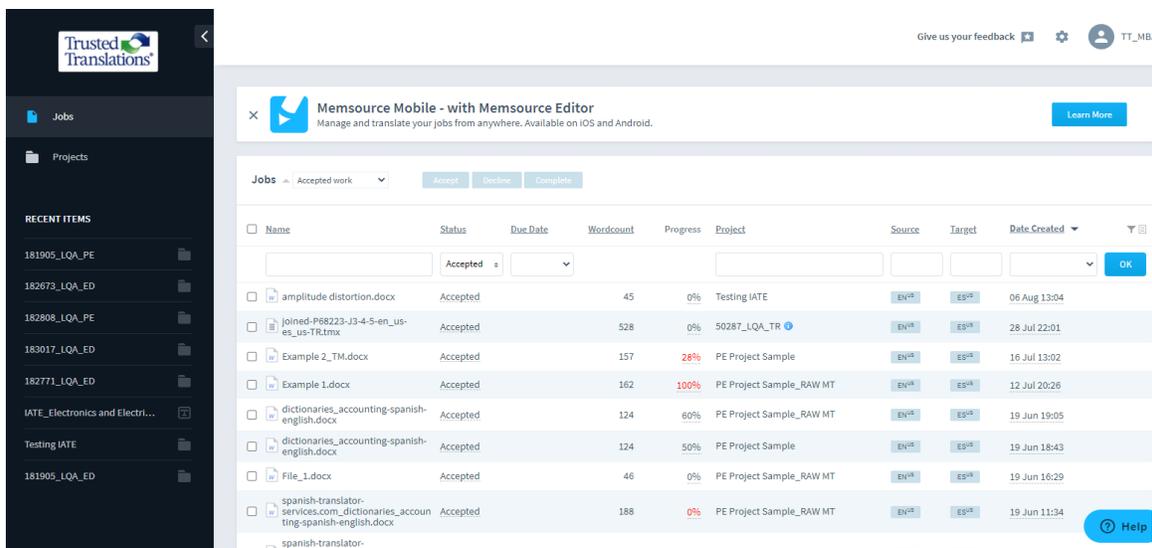
Once you have logged in, you will be presented with the Linguist Portal.



The navigation panel in the Memsources Linguist Account provides a Jobs View and a Projects View.

Jobs View

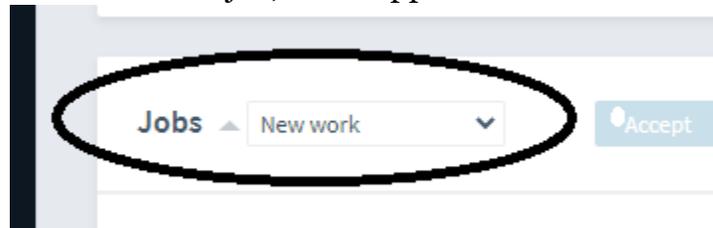
Translation jobs assigned to the linguist are presented on a table with acceptance buttons and filtering options. Information about the jobs is presented in columns that can be used to sort the jobs. Columns can be customized and saved. If a linguist is removed from a job, it will not appear on the list.



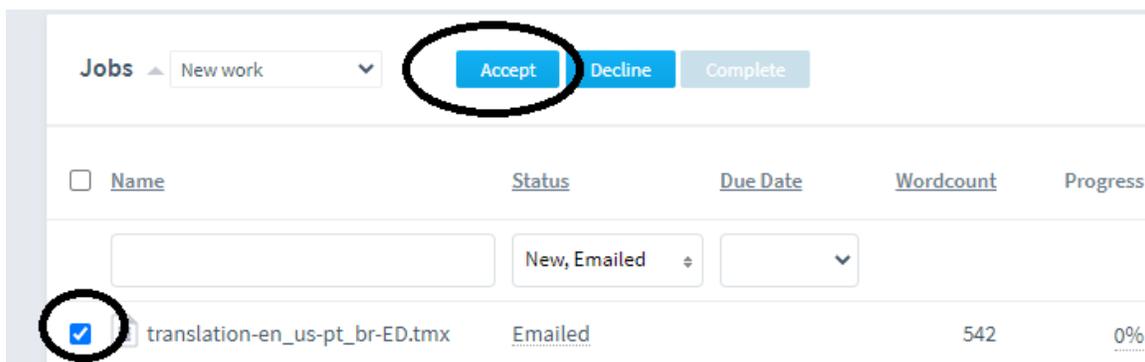
Main Filter options

- All:** all jobs, current and past.
- Accepted Work:** translation jobs that have been accepted by the Linguist and have not yet been completed.
- Completed Work:** translation jobs that have been marked as Completed by Linguist. Once set to Completed, the job is no longer editable for the Linguist, but can still be opened as Read-Only. Linguists can still add comments or reply to them in the Conversation in jobs marked as Completed.
- New Work:** Jobs that have not been accepted by the Linguist are displayed here. The Status field can be used to accept or decline translation Jobs.

When you receive a new job, it will appear as “**New work**” in the Jobs View.

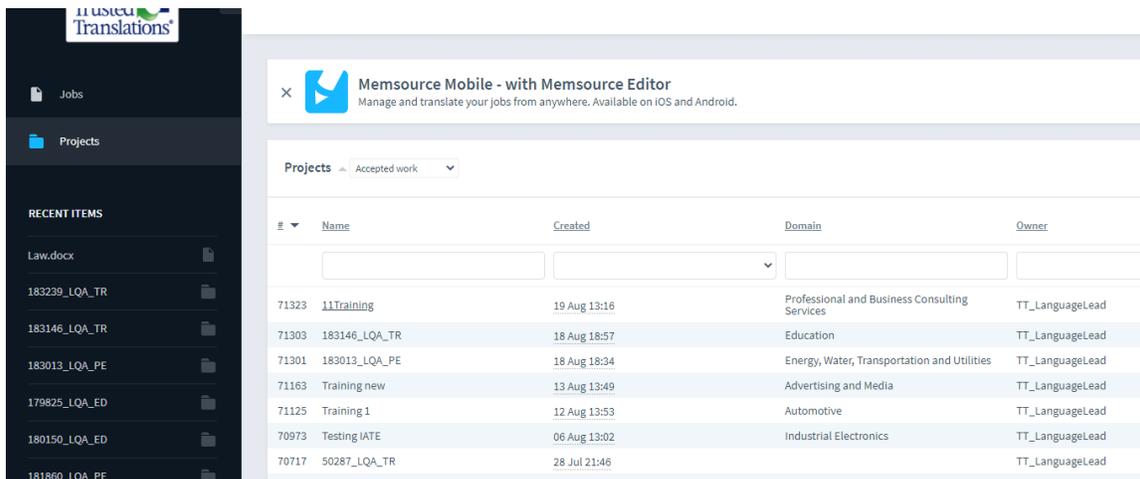


You have to accept the job to be able to download it. Select the job and click “**Accept.**”

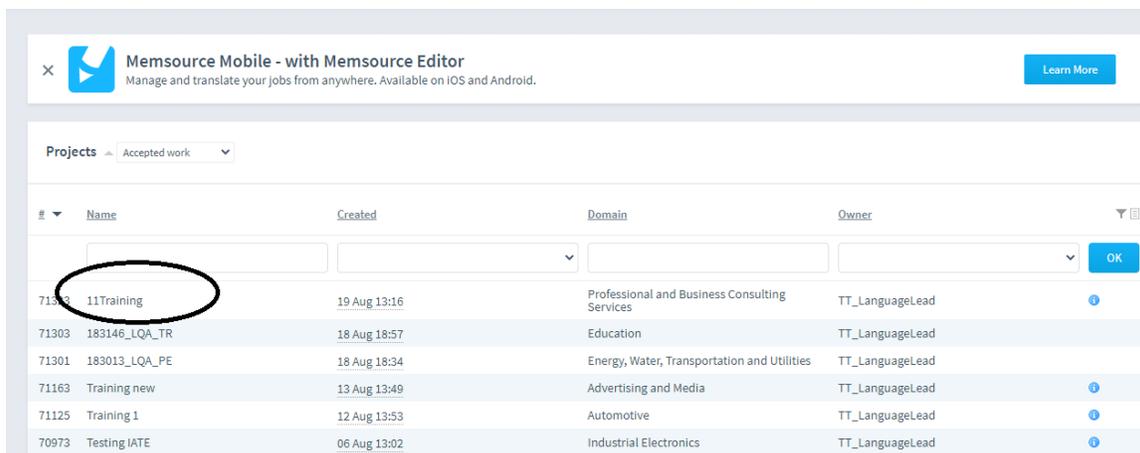


Projects View

Projects associated with the linguist are presented in a sortable list.



Click on a project to view Project Details:



-  Translation Jobs.
-  Word Count Analysis (if assigned to the Linguist by the PM).
-  Quotes (if assigned to the project)
-  Translation Memory (if assigned to the project).
-  Termbase (if assigned to the project).
-  Reference files (if assigned to the project).

Translation Memories ▲

Name

Training

Test for QA_Language-lead_en-US_es_QA

Term Bases ▲

Name

Training

Carmelite Media_en_es

References ▲ Download

<input type="checkbox"/>	Name	Note	Created	Created by
<input type="checkbox"/>		Please use the style guide.	13 Aug 13:59	TT_LanguageLead

[Help](#)

If you select a job that you have been assigned to, you will have the option to Accept, Decline, Complete or Reject the job.



Jobs

Projects

RECENT ITEMS

- 11Training
- Law.docx
- 183239_LQA_TR
- 183146_LQA_TR
- 183013_LQA_PE
- 179825_LQA_ED
- 180150_LQA_ED

Give us your feedback TT_

11Training

71323

Name 11Training

Created by TT_LanguageLead

Created 19 Aug 13:16

Note Training New 3

Source Language EN^{ES}

Target Languages ES^{PT} PT^{ES}

Machine Translation Engine Amazon TT

Owner TT_LanguageLead

Domain Professional and Business Consulting Services

Subdomain News, announcements, reports and research

Jobs ▲ Post Editing

[Change Status](#) [Download](#) [Pre-translate](#) [Tools](#)

<input type="checkbox"/>	#	Confirmed	File	Status	Target	Due
<input checked="" type="checkbox"/>	1	0%	Business Dictionary.docx ...	Accepted	ES ^{PT}	20 Aug 12:00
<input type="checkbox"/>	2	0%	Business Dictionary.docx ...	Accepted	PT ^{ES}	20 Aug 12:00
<input type="checkbox"/>	3	0%	Business Services_Statistical analysis.docx ...	Accepted	ES ^{PT}	20 Aug 12:00
<input type="checkbox"/>	4	0%	Business Services_Statistical analysis.docx ...	Accepted	PT ^{ES}	20 Aug 12:00

MEMSOURCE EDITOR OVERVIEW

The Memsorce Editor is where linguists perform translation activities and can manage the job status via the Document menu.

Memsorce has two versions with identical CAT functionalities:

- 📌 Memsorce Editor for Desktop
- 📌 Memsorce Editor for Web

The editor features standard functions such as text filtering Ctrl+Shift+F, find and replace text Ctrl+H, spellchecking F7 (for supported languages), and autocomplete.

The editor is divided into working areas, or panes:

- 📌 CAT Pane
- 📌 Search Pane
- 📌 Quality Assurance Pane
- 📌 In-Context Preview

If reference files are associated with a project, they will be indicated by a paper clip  in the resource status indicators.

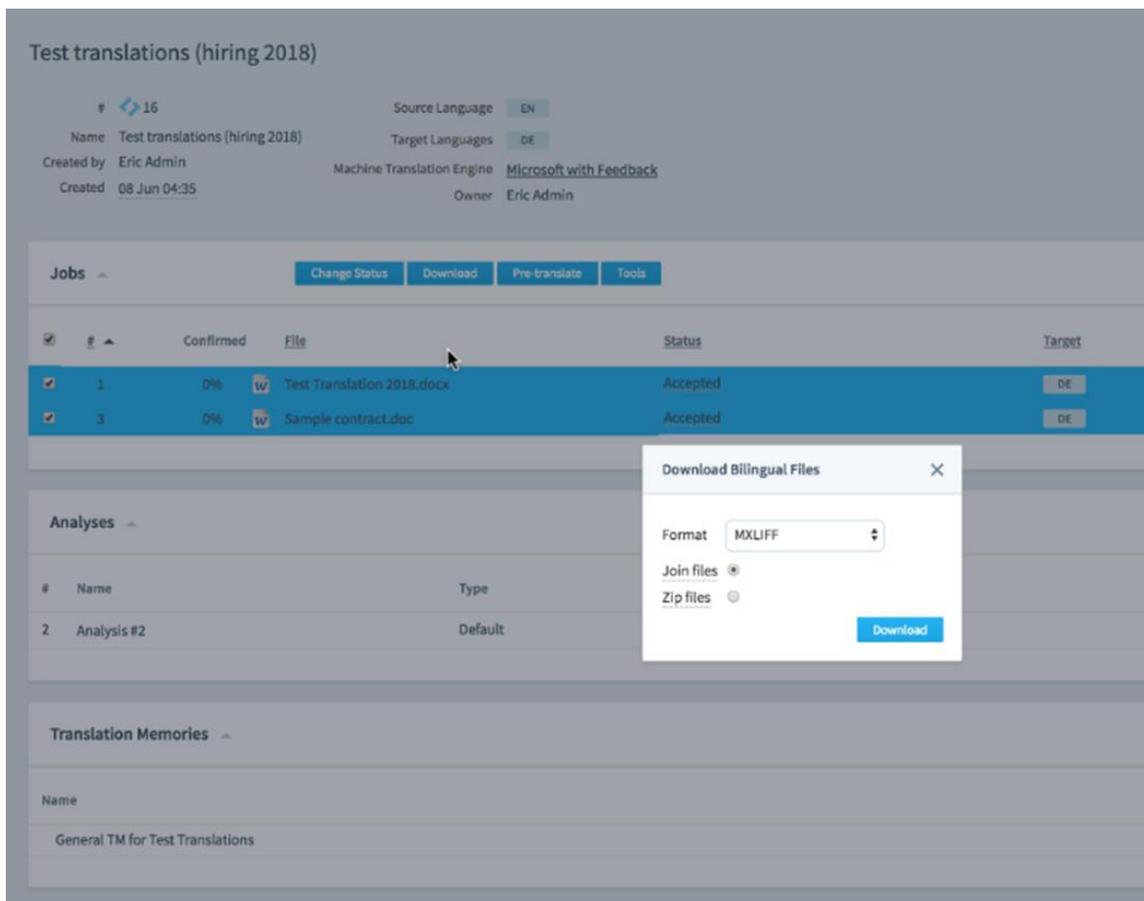
To use the desktop editor, you will first need to download and install it on your computer. You can download it for free at <https://www.memsorce.com/download/>. **WE STRONGLY RECOMMEND USING THE EDITOR FOR DESKTOP.**

TRANSLATING IN THE MEMSOURCE EDITOR FOR DESKTOP

To use the desktop editor, you will first need to download and install it on your computer. You can download it for free at <https://www.memsource.com/download/>.

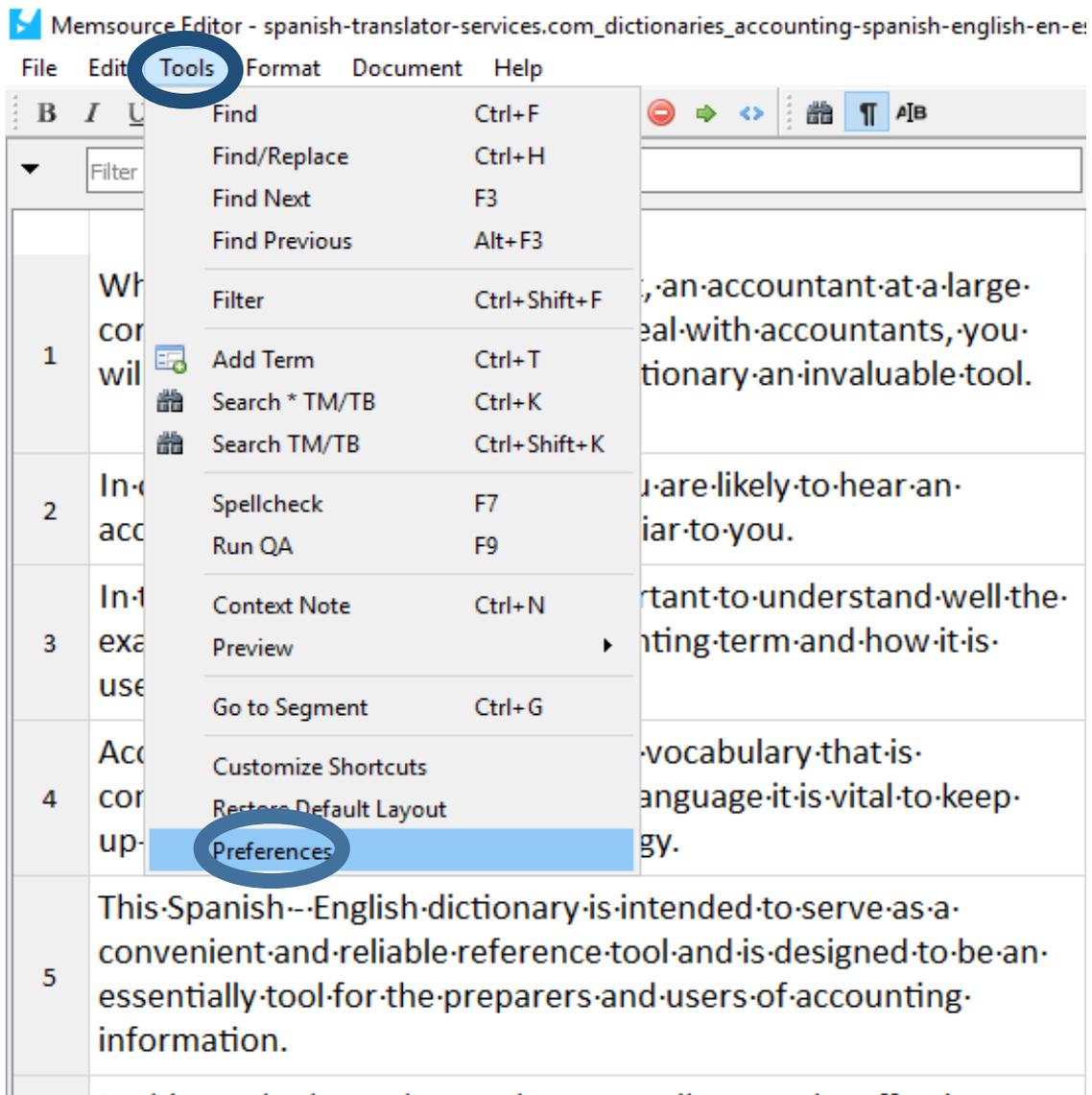
- 🔄 Remember that you will only be able to log in once a job is assigned to you.
- 🔄 Before you can open a job for translation, you must accept the job.

To view jobs using the desktop editor, click on the Download button and choose Bilingual MXLIFF. If you want to open multiple jobs, they must have the same language combination. You can choose to join them into a single MXLIFF file or download them separately as a ZIP folder.

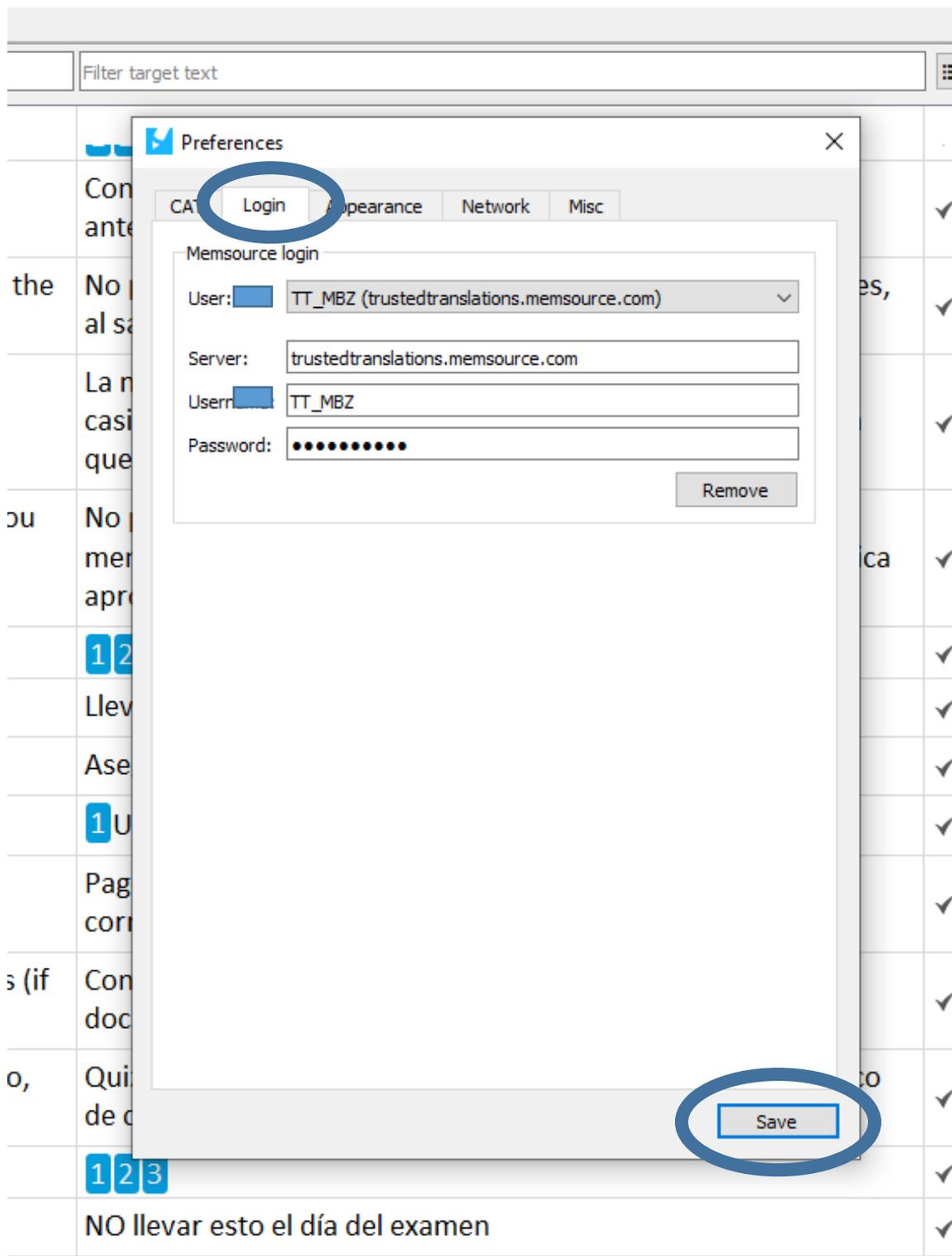


When you open the desktop editor for the first time, you will be prompted to fill in your Memsource username and password. If these are incorrect, you will not be able to connect to the translation resources attached to the project, such as translation memories or termbases, and your translations will not be synchronized with the server.

- Go to Tools > Preferences



- In the Login tab, you can insert the server name (trustedtranslations.memsource.com), your username and password. Then, click Save.



HOW TO USE MEMSOURCE

The desktop editor can, however, work independently of the Memsorce platform and can be installed on Windows, Mac, and Linux operating systems.



The screenshot displays the Memsorce Editor interface. The main window shows a translation table with the following data:

Source: en-us	Target: es-uy	Quality	MT
1 Whether you are a business student, an accountant at a large corporation or frequently have to deal with accountants, you will find this bilingual accounting dictionary an invaluable tool.	Ya sea un estudiante de Economía, un contador de una gran empresa o si tiene que tratar con ellos con frecuencia, encontrará que este diccionario de contabilidad bilingüe es una herramienta invaluable.	100	✓
2 In class you are likely to hear an accounting term that is unfamiliar to you.	En clase es probable que escuche un término contable que no le resulta familiar.	MT	✓
3 In this industry, it is important to understand well the exact meaning of a particular accounting term and how it is used.	En esta industria, es muy importante entender bien el significado exacto de un término contable específico y cómo se utiliza.	89	✓
4 Accounting is a dynamic area with a vocabulary that is constantly changing.	La contabilidad es un área dinámica con un vocabulario que cambia constantemente.	MT	✓
5 This Spanish - English dictionary is intended to serve as a reference tool and is designed to be an essentially tool for the preparers and users of accounting information.	Este diccionario español - inglés servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser una herramienta esencial para los creadores y usuarios de información contable.	85	✓
6 Areas covered include stocks and bonds, foreign currencies, derivatives, banks and other financial institutions and much more.	Las áreas cubiertas son acciones y bonos, divisas extranjeras, derivados, bancos, otras instituciones financieras y mucho más.	100	✓

The CAT (Computer-Aided Translation) panel on the right shows the source and target text for the first row, along with a quality score of 100. Below the table, there is a preview section and a metadata section with the following information:

- TM name: Website Translation
- Created: 5.3.2019 14:34, TT_LanguageLead (tt Langu...
- Modified: 19.3.2020 13:30, TT_MBZ (Mirta Beatriz Zoia)
- Metadata

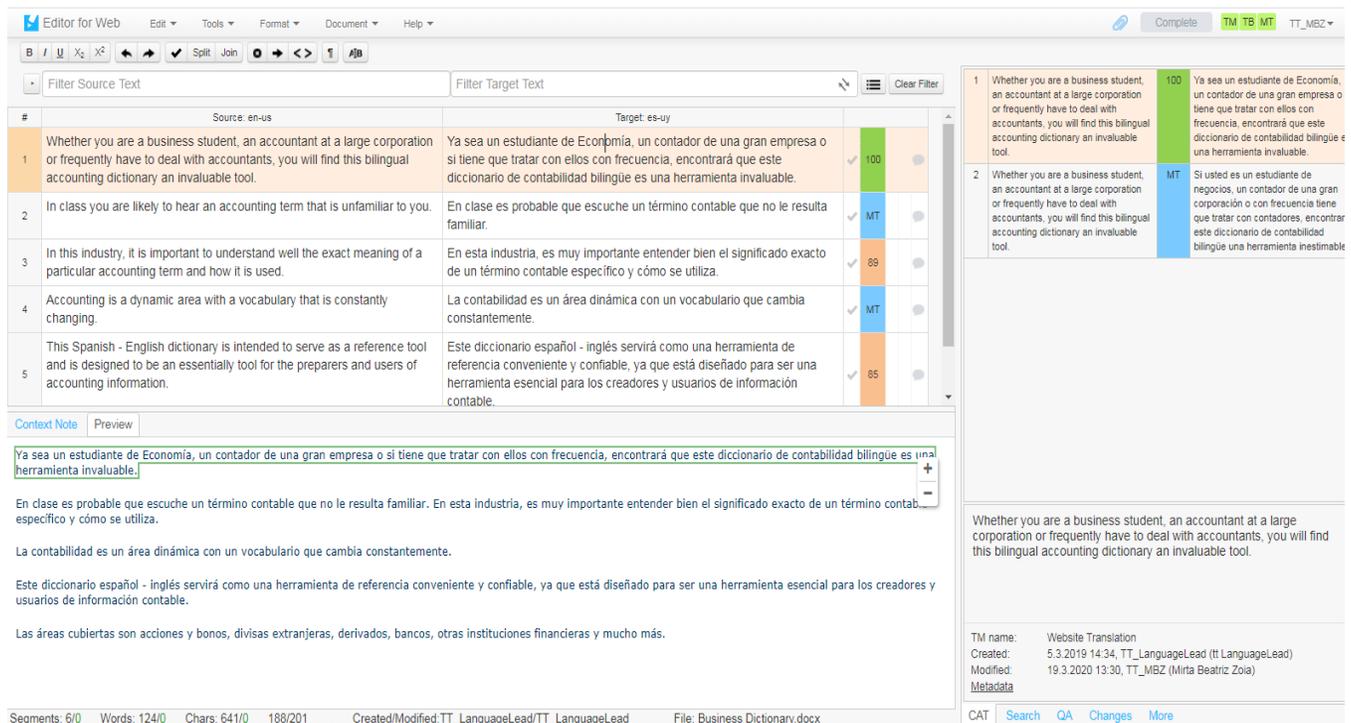
At the bottom of the interface, there is a status bar showing: Segments: 6/0, Words: 124/0, Chars: 641/0, 188/201, Created/Modified: TT_LanguageLead/TT_LanguageLead, File: Business Dictionary.docx. The bottom right corner contains navigation buttons: Complete, Login, TM, TB, MT.

TRANSLATING IN THE MEMSOURCE EDITOR FOR WEB

Click on an accepted job to open it in the **Editor for Web** to begin to work directly on the web.

This is the web-based translation workbench. It does not require any installation, but users must be connected to the internet to use it.

The Web Editor is limited to a maximum of 40,000 segments that can be translated in one window.



The screenshot displays the 'Editor for Web' interface. At the top, there is a menu bar with 'Editor for Web', 'Edit', 'Tools', 'Format', 'Document', and 'Help'. Below the menu is a toolbar with various editing icons. The main area is a table with columns for '#', 'Source: en-us', and 'Target: es-uy'. The table contains five rows of text segments. To the right of the table is a 'Context Note' section with a 'Preview' tab. Below the context note is a 'Metadata' section with fields for 'TM name', 'Created', and 'Modified'. At the bottom, there is a status bar showing 'Segments: 6/0', 'Words: 124/0', 'Chars: 641/0', '188/201', 'Created/Modified: TT_LanguageLead/TT_LanguageLead', and 'File: Business Dictionary.docx'.

#	Source: en-us	Target: es-uy	Score
1	Whether you are a business student, an accountant at a large corporation or frequently have to deal with accountants, you will find this bilingual accounting dictionary an invaluable tool.	Ya sea un estudiante de Economía, un contador de una gran empresa o si tiene que tratar con ellos con frecuencia, encontrará que este diccionario de contabilidad bilingüe es una herramienta invaluable.	100
2	In class you are likely to hear an accounting term that is unfamiliar to you.	En clase es probable que escuche un término contable que no le resulta familiar.	MT
3	In this industry, it is important to understand well the exact meaning of a particular accounting term and how it is used.	En esta industria, es muy importante entender bien el significado exacto de un término contable específico y cómo se utiliza.	89
4	Accounting is a dynamic area with a vocabulary that is constantly changing.	La contabilidad es un área dinámica con un vocabulario que cambia constantemente.	MT
5	This Spanish - English dictionary is intended to serve as a reference tool and is designed to be an essentially tool for the preparers and users of accounting information.	Este diccionario español - inglés servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser una herramienta esencial para los creadores y usuarios de información contable.	85

Context Note | Preview

Ya sea un estudiante de Economía, un contador de una gran empresa o si tiene que tratar con ellos con frecuencia, encontrará que este diccionario de contabilidad bilingüe es una herramienta invaluable.

En clase es probable que escuche un término contable que no le resulta familiar. En esta industria, es muy importante entender bien el significado exacto de un término contable específico y cómo se utiliza.

La contabilidad es un área dinámica con un vocabulario que cambia constantemente.

Este diccionario español - inglés servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser una herramienta esencial para los creadores y usuarios de información contable.

Las áreas cubiertas son acciones y bonos, divisas extranjeras, derivados, bancos, otras instituciones financieras y mucho más.

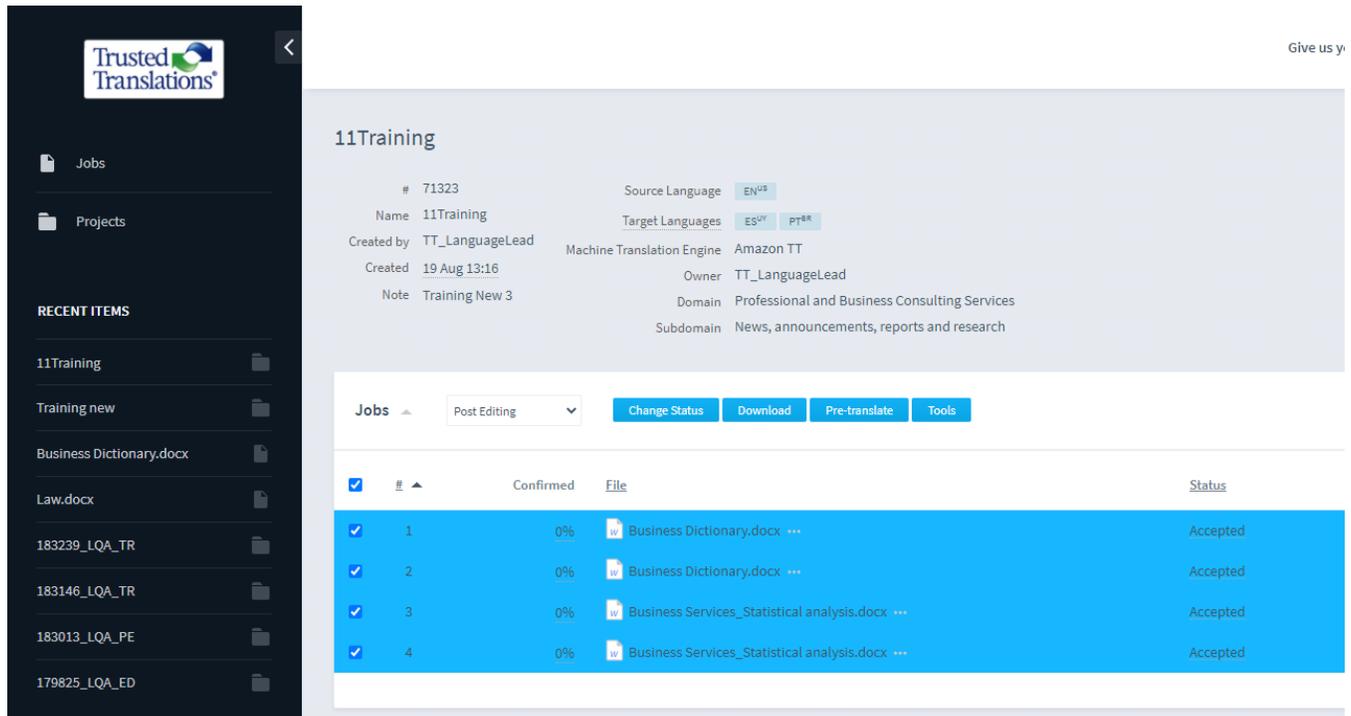
Metadata

TM name: Website Translation
 Created: 5.3.2019 14:34, TT_LanguageLead (tt_LanguageLead)
 Modified: 19.3.2020 13:30, TT_MBZ (Miria Beatriz Zoia)

Segments: 6/0 | Words: 124/0 | Chars: 641/0 | 188/201 | Created/Modified: TT_LanguageLead/TT_LanguageLead | File: Business Dictionary.docx

CAT | [Search](#) | [QA](#) | [Changes](#) | [More](#)

If you want to open multiple files, select the checkbox next to each job and click on the name of one of these jobs. The jobs must have the same language combination. Opening multiple jobs at once will join the files together in one editor window so you can seamlessly transition between them.



The screenshot displays the MEMSOURCE interface. On the left is a dark sidebar with the Trusted Translations logo, navigation options for 'Jobs' and 'Projects', and a 'RECENT ITEMS' list containing '11Training', 'Training new', 'Business Dictionary.docx', 'Law.docx', and several LQA items.

The main content area shows the details for a job named '11Training'. The job information includes:

- # 71323
- Name: 11Training
- Created by: TT_LanguageLead
- Created: 19 Aug 13:16
- Note: Training New 3
- Source Language: EN^{US}
- Target Languages: ES^{UY}, PT^{BR}
- Machine Translation Engine: Amazon TT
- Owner: TT_LanguageLead
- Domain: Professional and Business Consulting Services
- Subdomain: News, announcements, reports and research

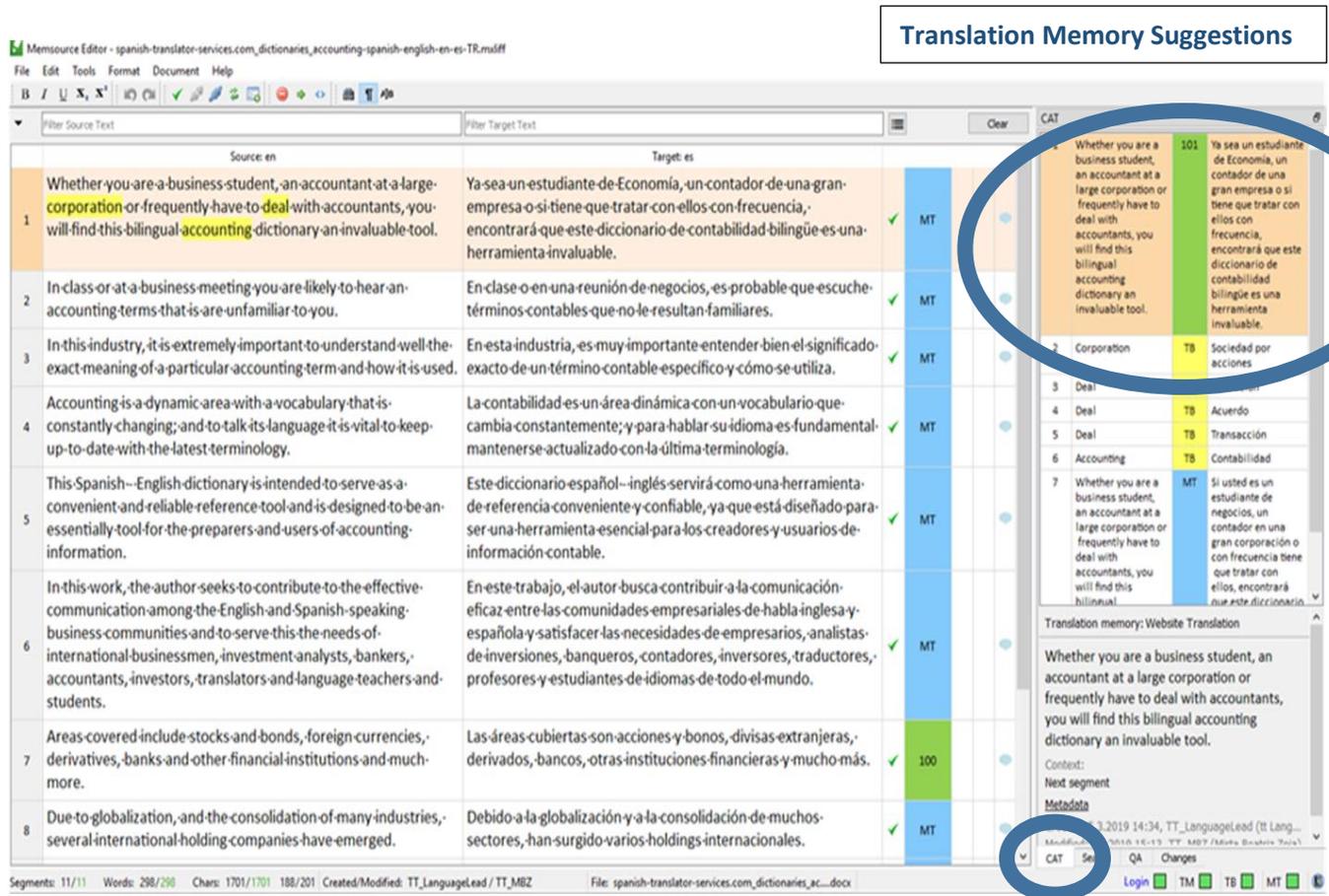
Below the job details is a 'Jobs' section with a dropdown menu set to 'Post Editing' and buttons for 'Change Status', 'Download', 'Pre-translate', and 'Tools'. A table lists the jobs with their status and file names:

<input checked="" type="checkbox"/>	#	Confirmed	File	Status
<input checked="" type="checkbox"/>	1	0%	Business Dictionary.docx ...	Accepted
<input checked="" type="checkbox"/>	2	0%	Business Dictionary.docx ...	Accepted
<input checked="" type="checkbox"/>	3	0%	Business Services_Statistical analysis.docx ...	Accepted
<input checked="" type="checkbox"/>	4	0%	Business Services_Statistical analysis.docx ...	Accepted

THE CAT PANE

In the CAT Pane, on the right-hand side, you will receive suggestions from the project’s resources, like translation memories or termbases. Insert a CAT Pane suggestion by selecting a target segment and double-clicking the suggestion.

Translation Memory Suggestions



Segment	Source: en	Target: es	Score	Type
1	Whether you are a business student, an accountant at a large corporation or frequently have to deal with accountants, you will find this bilingual accounting dictionary an invaluable tool.	Ya sea un estudiante de Economía, un contador de una gran empresa o si tiene que tratar con ellos con frecuencia, encontrará que este diccionario de contabilidad bilingüe es una herramienta invaluable.	101	MT
2	In class or at a business meeting you are likely to hear an accounting terms that is are unfamiliar to you.	En clase o en una reunión de negocios, es probable que escuche términos contables que no le resultan familiares.		MT
3	In this industry, it is extremely important to understand well the exact meaning of a particular accounting term and how it is used.	En esta industria, es muy importante entender bien el significado exacto de un término contable específico y cómo se utiliza.		MT
4	Accounting is a dynamic area with a vocabulary that is constantly changing; and to talk its language it is vital to keep up-to-date with the latest terminology.	La contabilidad es un área dinámica con un vocabulario que cambia constantemente; y para hablar su idioma es fundamental mantenerse actualizado con la última terminología.		MT
5	This Spanish-English dictionary is intended to serve as a convenient and reliable reference tool and is designed to be an essentially tool for the preparers and users of accounting information.	Este diccionario español- inglés servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser una herramienta esencial para los creadores y usuarios de información contable.		MT
6	In this work, the author seeks to contribute to the effective communication among the English and Spanish-speaking business communities and to serve the needs of international businessmen, investment analysts, bankers, accountants, investors, translators and language teachers and students.	En este trabajo, el autor busca contribuir a la comunicación eficaz entre las comunidades empresariales de habla inglesa y española y satisfacer las necesidades de empresarios, analistas de inversiones, banqueros, contadores, inversores, traductores, profesores y estudiantes de idiomas de todo el mundo.		MT
7	Areas covered include stocks and bonds, foreign currencies, derivatives, banks and other financial institutions and much more.	Las áreas cubiertas son acciones y bonos, divisas extranjeras, derivados, bancos, otras instituciones financieras y mucho más.	100	100
8	Due to globalization, and the consolidation of many industries, several international holding companies have emerged.	Debido a la globalización y a la consolidación de muchos sectores, han surgido varios holdings internacionales.		MT

Each one of the divisions (rows) is called a “segment”. The extracted texts are segmented to logical translatable and linguistic units. Source-target pairs stored in the translation memory are presented as translation candidates. The translator can accept a candidate, replace it with a new translation or modify it to match the source.

CAT Result Ordering

CAT results are displayed in the following order and are color coded:

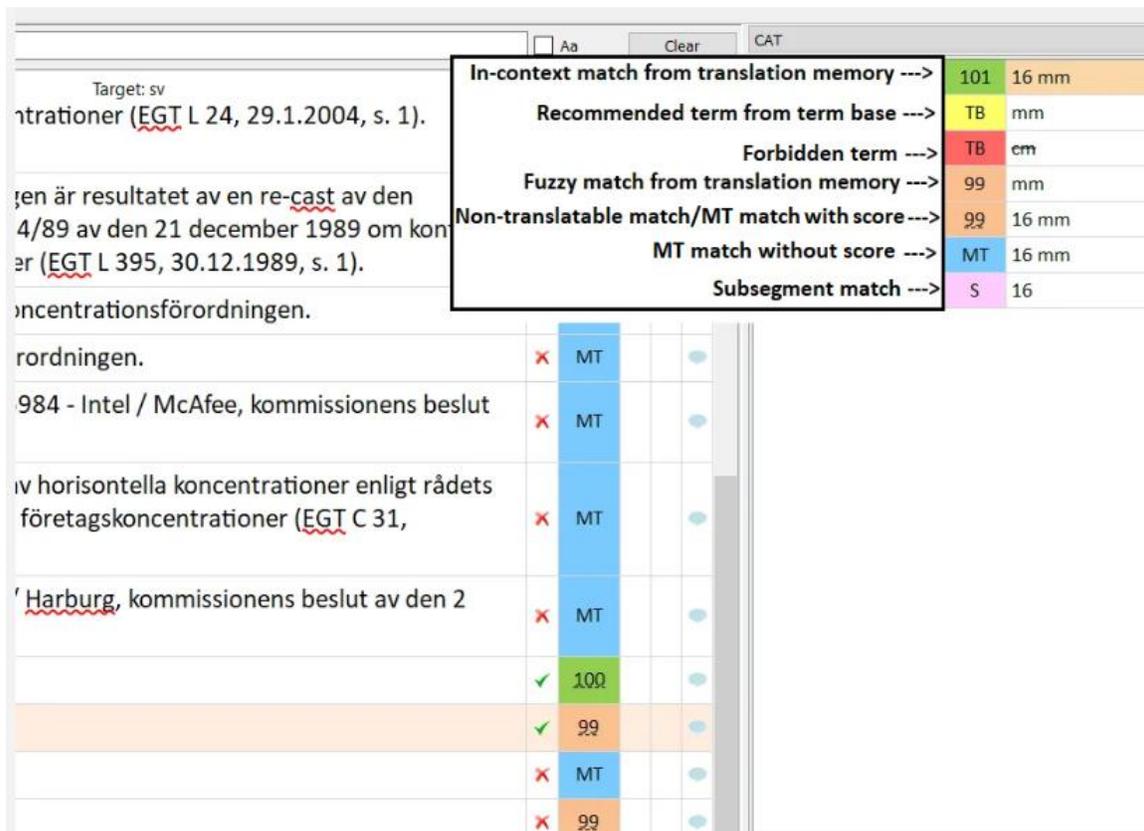
Green - Best translation memory or non-translatable match, based on the score.

Yellow - Termbase items. If there is a preferred term, it will be placed at the top.

Orange - Translation memory, non-translatable, or MTQE (Machine Translation Quality Estimation) based on scores.

Blue - Machine translations with no MTQE score.

Pink - Sub-segment TM (“S”).



Match Type	Score	MTQE
In-context match from translation memory	101	16 mm
Recommended term from term base	TB	mm
Forbidden term	TB	em
Fuzzy match from translation memory	99	mm
Non-translatable match/MT match with score	99	16 mm
MT match without score	MT	16 mm
Subsegment match	S	16

TRANSLATION MEMORY

A translation memory (TM) is a database of previously translated text and it is a key component of CAT tools. Text is split into smaller segments (usually sentences or titles) during segmentation.¹ The original segment and its translation are then saved to the translation memory as a translation unit.

A generic TM can be used, for example, for a legal subject, a medical text or a technical one (PER DOMAIN). Generic TMs can be read-only. That means they cannot be edited, and they can only be used as a reference. TMs can also be client-specific, and each translator would introduce their new translations into these TMs.

With the translation memory attached, anyone working on jobs from that project can leverage the results from the translation memory in real time. Also, confirming a segment in either one of the Editors will automatically save the translation into the translation memory. These translations will show up as suggestions in similar translations in the future.

When translating, one of the main purposes of the TM is to retrieve the most useful matches in the memory so that the translator can choose the best one. Several different types of matches can be retrieved from a TM.

- 🔍 **Exact Matches** appear when the match between the current source segment and a stored segment is a character-by-character match. When translating a sentence, an exact match means the same sentence has been translated before. Exact Matches are also called "**100% Matches**". They should not be changed unless an error is found or changes due to context are needed.
- 🔍 An **In-Context Exact Match (ICE) (101% match)** is an exact match that occurs in exactly the same context, that is, the same location in a paragraph. Context is often defined by the surrounding sentences and attributes, such as document file name, date, and permissions. ICE matches should not be changed.
- 🔍 When the match is not exact, it is considered a "**fuzzy**" match. The system assigns percentages to these kinds of matches, between 75% and 100%, according to the number of characters and styles in the memory segment that match the characters and styles in the source segment. A linguist must modify this kind of match to translate the source adequately.

¹ Segmentation is the process that splits original texts into smaller parts. This improves the retrieval of previously translated text from a translation memory. Segments are presented in the editor and can be filtered.

No Match. No match means the source segment is totally new content. Segments where no match is found will have to be manually translated from scratch by the translator.

Translation Matches

Memsources Editor - spanish-translator-services.com_dictionaries_accounting-spanish-english-en-es-TR.mxlff

File Edit Tools Format Document Help

B I U X' [Icons]

Filter Source Text	Filter Target Text				
5 This Spanish--English dictionary is intended to serve as a convenient and reliable reference tool and is designed to be an essentially tool for the preparers and users of accounting information.	Este diccionario español--inglés servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser una herramienta esencial para los creadores y usuarios de información contable.	✓	MT		
6 In this work, the author seeks to contribute to the effective communication among the English and Spanish-speaking business communities and to serve the needs of international businessmen, investment analysts, bankers, accountants, investors, translators and language teachers and students.	En este trabajo, el autor busca contribuir a la comunicación eficaz entre las comunidades empresariales de habla inglesa y española y satisfacer las necesidades de empresarios, analistas de inversiones, banqueros, contadores, inversores, traductores, profesores y estudiantes de idiomas de todo el mundo.	✓	MT		
7 Areas covered include stocks and bonds, foreign currencies, derivatives, banks and other financial institutions and much more.	Las áreas cubiertas son acciones y bonos, divisas extranjeras, derivados, bancos, otras instituciones financieras y mucho más.	✓	100		
8 Due to globalization, and the consolidation of many industries, several international holding companies have emerged.	Debido a la globalización y a la consolidación de muchos sectores, han surgido varios holdings internacionales.	✓	MT		
9 That fact has highlighted the need to understand and use accounting, financial and tax vocabulary in several languages, especially in English, which is the universal financial language.	Ese hecho ha resaltado la necesidad de comprender y usar vocabulario contable, financiero y tributario en varios idiomas, especialmente en inglés, que es el lenguaje financiero universal.	✓	MT		
10 This English into Spanish accounting dictionary is intended to serve as a convenient and reliable reference tool and designed to be essential for the preparers and users of financial information.	Este diccionario contable de inglés a español servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser esencial para los creadores y usuarios de información financiera.	✓	MT		
11 In this work the author seek to contribute to the effective communication among the English and Spanish-speaking business communities and to serve the needs of international businessmen, investment analysts, bankers, accountants, investors, translators and language teachers and students.	En este trabajo, el autor busca contribuir a la comunicación eficaz entre las comunidades empresariales de habla inglesa y española y satisfacer las necesidades de empresarios, analistas de inversiones, banqueros, contadores, inversores, traductores, profesores y estudiantes de idiomas de todo el mundo.	✓	MT		

Segments: 11/11 Words: 298/298 Chars: 1701/1701 195/209 Created/Modified: TT_LanguageLead / TT_MBZ File: spanish-translator-services.com_dictionaries_ac...docx

CAT Search QA Changes

Log In TM TB MT

1 This English into Spanish accounting dictionary is intended to serve as a convenient and reliable reference tool and is designed to be essential for the preparers and users of financial information.

101 Este diccionario contable de inglés a español servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser esencial para los creadores y usuarios de información financiera.

2 Accounting

75 Contabilidad

3 This Spanish - English dictionary is intended to serve as a convenient and reliable reference tool and is designed to be an essentially tool for the preparers and users of accounting information.

75 Este diccionario español - inglés servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser una herramienta esencial para los creadores y usuarios de información contable.

Translation memory: Website Translation

This English into Spanish accounting dictionary is intended to serve as a convenient and reliable reference tool and designed to be essential for the preparers and users of financial information.

Content:
Previous and next segment

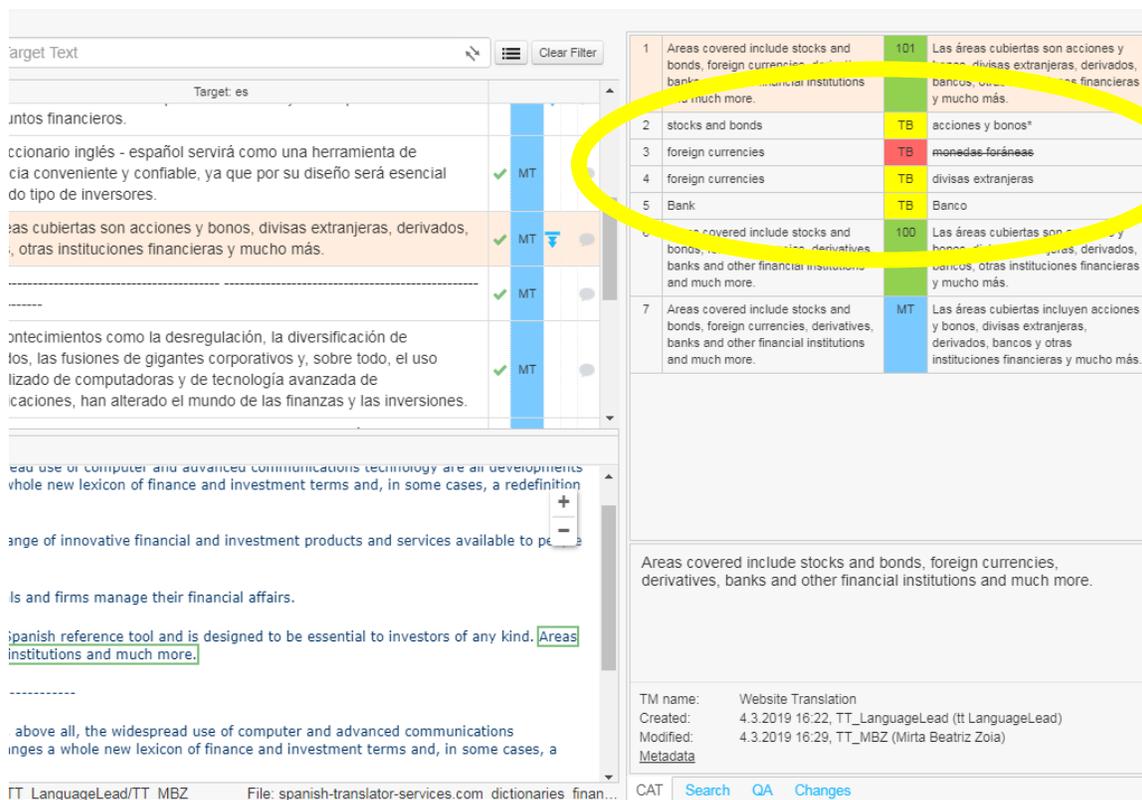
Metadata
Created: 5.3.2019 15:07, TT_LanguageLead (tt Lang...
Modified: 5.3.2019 15:12, TT_MBZ (Mina Dostov Toia)

TERMINOLOGY DATABASE

A Termbase (a contraction of terminology and database) is a database consisting of concept-oriented terminological entries (or “concepts”) and related information, usually in a multilingual format.

A Termbase can be generic (PER DOMAIN) or client-specific. PMs can allow translators and editors to make changes or add new terms. When a term within the glossary is detected, suggestions will appear on the CAT Pane.

When the Termbase is client-specific, it should always be followed, because it often contains terminology which has been already approved by the client. However, it is important to see if the term fits in the context before using it. When the Termbase is generic, it is useful as a reference.



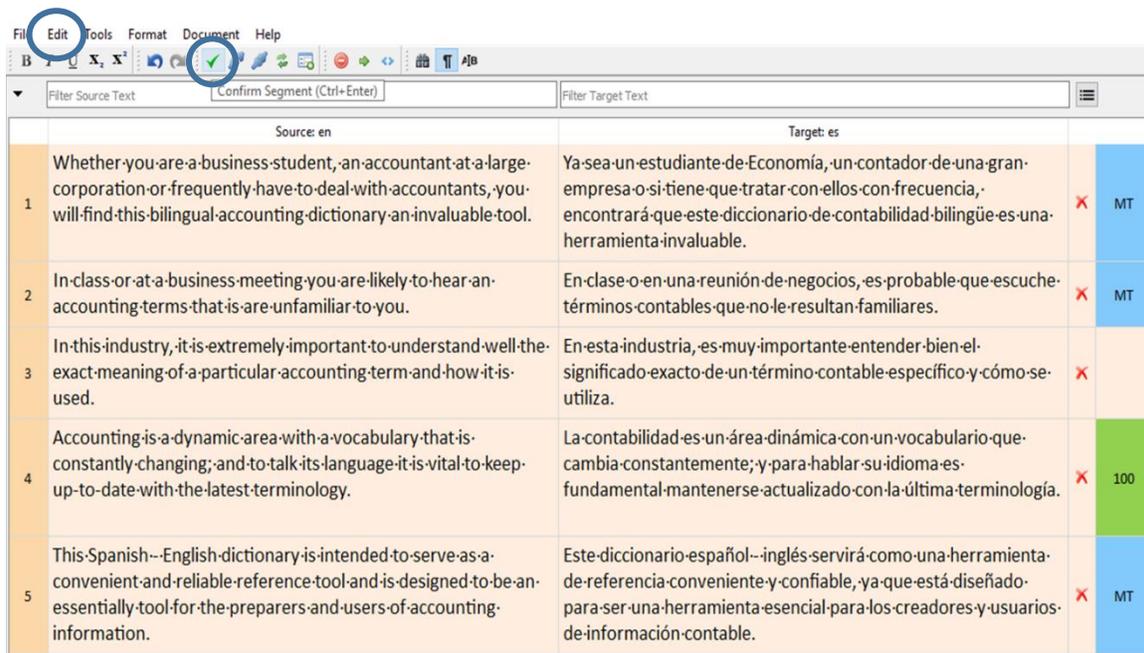
1	Areas covered include stocks and bonds, foreign currencies, derivatives, banks and other financial institutions and much more.	101	Las áreas cubiertas son acciones y bonos, divisas extranjeras, derivados, bancos, otras instituciones financieras y mucho más.
2	stocks and bonds	TB	acciones y bonos*
3	foreign currencies	TB	monedas extranjeras
4	foreign currencies	TB	divisas extranjeras
5	Bank	TB	Banco
6	Areas covered include stocks and bonds, foreign currencies, derivatives, banks and other financial institutions and much more.	100	Las áreas cubiertas son acciones y bonos, divisas extranjeras, derivados, bancos, otras instituciones financieras y mucho más.
7	Areas covered include stocks and bonds, foreign currencies, derivatives, banks and other financial institutions and much more.	MT	Las áreas cubiertas incluyen acciones y bonos, divisas extranjeras, derivados, bancos y otras instituciones financieras y mucho más.

TM name: Website Translation
 Created: 4.3.2019 16:22, TT_LanguageLead (tt LanguageLead)
 Modified: 4.3.2019 16:29, TT_MBZ (Mirta Beatriz Zoia)
 Metadata

-  A yellow-colored TB is a suggested term from a Termbase.
-  A red term represents a rejected term that is not to be used.
-  An asterisk notifies users about a note attached to the term or about usage information.

HOW TO CONFIRM SEGMENTS

Once you've finished working on a segment, you can confirm that it's complete by selecting **Confirm segment** from the **Edit** menu or by pressing the appropriate keyboard shortcut (Ctrl+Enter). You can also click the red X in the third column. Confirmed segments are automatically saved.



	Source: en	Target: es		
1	Whether you are a business student, an accountant at a large corporation or frequently have to deal with accountants, you will find this bilingual accounting dictionary an invaluable tool.	Ya sea un estudiante de Economía, un contador de una gran empresa o si tiene que tratar con ellos con frecuencia, encontrará que este diccionario de contabilidad bilingüe es una herramienta invaluable.	X	MT
2	In class or at a business meeting you are likely to hear an accounting terms that is are unfamiliar to you.	En clase o en una reunión de negocios, es probable que escuche términos contables que no le resultan familiares.	X	MT
3	In this industry, it is extremely important to understand well the exact meaning of a particular accounting term and how it is used.	En esta industria, es muy importante entender bien el significado exacto de un término contable específico y cómo se utiliza.	X	
4	Accounting is a dynamic area with a vocabulary that is constantly changing, and to talk its language it is vital to keep up to date with the latest terminology.	La contabilidad es un área dinámica con un vocabulario que cambia constantemente, y para hablar su idioma es fundamental mantenerse actualizado con la última terminología.	X	100
5	This Spanish--English dictionary is intended to serve as a convenient and reliable reference tool and is designed to be an essentially tool for the preparers and users of accounting information.	Este diccionario español--inglés servirá como una herramienta de referencia conveniente y confiable, ya que está diseñado para ser una herramienta esencial para los creadores y usuarios de información contable.	X	MT

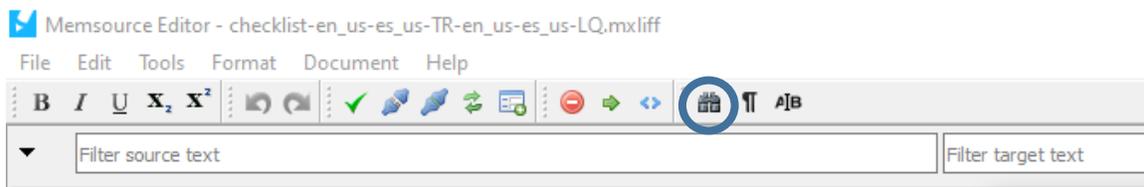
SEARCH PANE

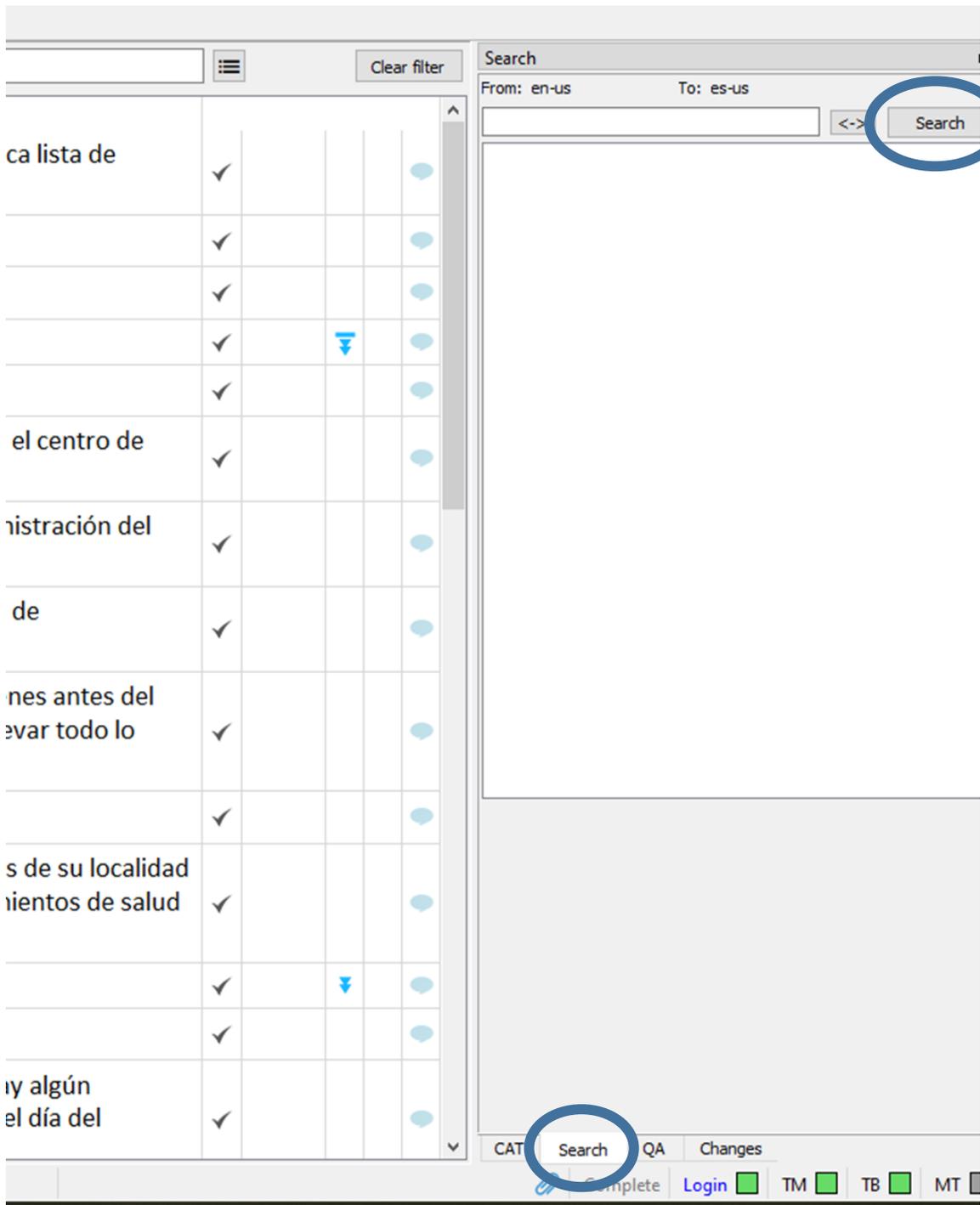
When the translator selects one or more words in the source segment, the system retrieves segment pairs that match the search criteria. The Search Pane provides results from searches in Translation Memories and Termbases. This is also known as a *Concordance Search*. Wildcard searches are also supported.

The Search Pane can be accessed via:

- The Tools menu.
- Selecting the Search pane.
- Selecting a string and using the keyboard shortcut **CTRL+K** for a fuzzy search or **CTRL+SHIFT+K** for an exact search.

Click on a search result to present the text in the lower pane.



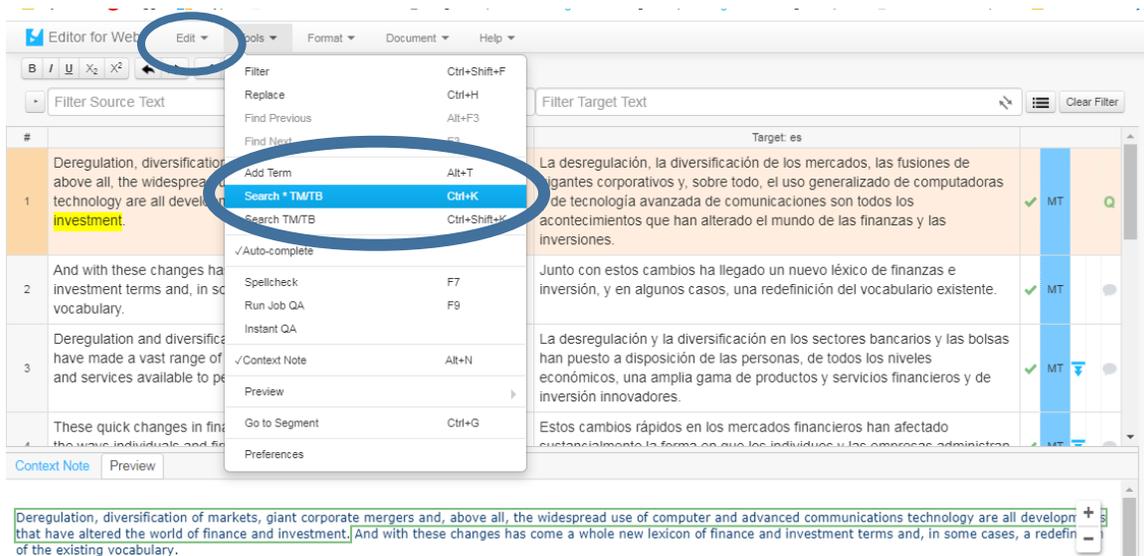


The screenshot displays the MEMSOURCE interface. On the left, a list of search results is shown in a table format. Each row contains a snippet of text, a checkmark, and a blue circular icon. The text snippets include: "ca lista de", "el centro de", "nistración del", "de", "nes antes del", "avar todo lo", "s de su localidad", "ientos de salud", and "y algún el día del".

On the right side, there is a search bar with the text "From: en-us" and "To: es-us". A "Search" button is circled in blue. Below the search bar, there is a large empty area, likely for search results.

At the bottom of the interface, there is a navigation bar with buttons for "CAT", "Search", "QA", and "Changes". The "Search" button is also circled in blue. To the right of these buttons are several status indicators: "Complete", "Login", "TM", "TB", and "MT", each with a green square icon.

HOW TO USE MEMSOURCE



The screenshot shows the 'Editor for Web' interface. The 'Edit' menu is open, and the 'Search TM/TB' option is highlighted with a blue oval. The interface includes a 'Filter Source Text' field, a list of source text segments, and a 'Filter Target Text' field. The source text segments are numbered 1 through 4, and the target text segments are numbered 1 through 4. The 'Search TM/TB' option is circled in blue, and the 'Filter Source Text' field is also circled in blue.

#	Source Text	Target Text	MT	Q
1	Deregulation, diversification of markets, giant corporate mergers and, above all, the widespread use of computer and advanced communications technology are all developments that have altered the world of finance and investment.	La desregulación, la diversificación de los mercados, las fusiones de gigantes corporativos y, sobre todo, el uso generalizado de computadoras de tecnología avanzada de comunicaciones son todos los acontecimientos que han alterado el mundo de las finanzas y las inversiones.	✓	MT
2	And with these changes has come a whole new lexicon of finance and investment terms and, in some cases, a redefinition of the existing vocabulary.	Junto con estos cambios ha llegado un nuevo léxico de finanzas e inversión, y en algunos casos, una redefinición del vocabulario existente.	✓	MT
3	Deregulation and diversification in the financial sectors and the availability of a wide range of products and services available to people have made a vast range of economic, a wide range of products and services financial and investment innovators.	La desregulación y la diversificación en los sectores bancarios y las bolsas han puesto a disposición de las personas, de todos los niveles económicos, una amplia gama de productos y servicios financieros y de inversión innovadores.	✓	MT
4	These quick changes in the financial markets have affected substantially the way in which individuals and companies administer their investments.	Estos cambios rápidos en los mercados financieros han afectado sustancialmente la forma en que los individuos y las empresas administran sus inversiones.	✓	MT

Context Note Preview

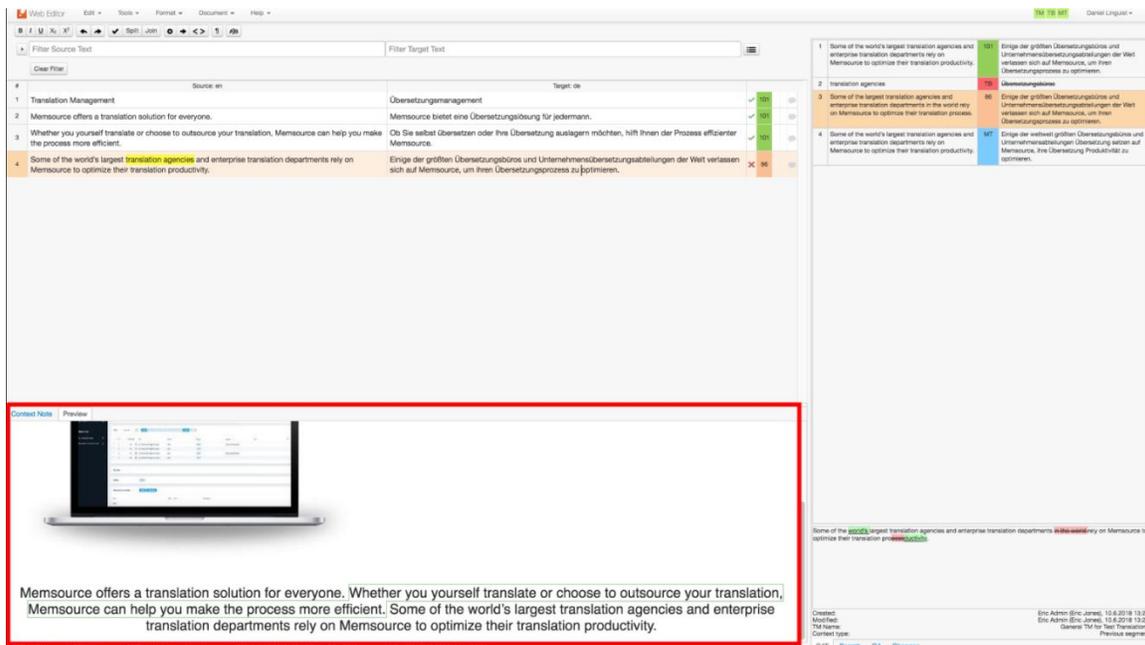
Deregulation, diversification of markets, giant corporate mergers and, above all, the widespread use of computer and advanced communications technology are all developments that have altered the world of finance and investment. And with these changes has come a whole new lexicon of finance and investment terms and, in some cases, a redefinition of the existing vocabulary.

IN-CONTEXT PREVIEW

The In-Context Preview feature offers a real-time preview of original or translated text directly in the Memsorce Editor.

-  Clicking on a segment to be translated highlights the respective text in the preview window and displays the position of the translated segment within the document.
-  Clicking on text within the preview causes the translation grid to indicate the corresponding segment for editing.
-  During QA, clicking on a warning navigates the Linguist to the position of the warning within the document.

If a preview cannot be generated because of an unsupported file type or if preview limits are exceeded, a preview can be downloaded from the *Document* menu.



Preview Options

To change the Preview options, follow these steps:

From the *Tools* menu, select **Preview**.

The options are presented.

Select:

-  *Disable* to turn off the Preview.
-  *Source* to view the source file in the preview.
-  *Target* to view the target file in the preview.

If the target segment in the translation grid is empty, the target preview will show the original text. When editing, the target text is shown in the target preview. Changes made in the translated segments are immediately presented.

Tip: The In-Context Preview feature can be helpful, as it shows the source or target content within the layout of the original document. You can, for example, make sure that the target text fits within the original layout. This can reduce the need for further editing of text boxes, fonts, etc., once the translation is complete.

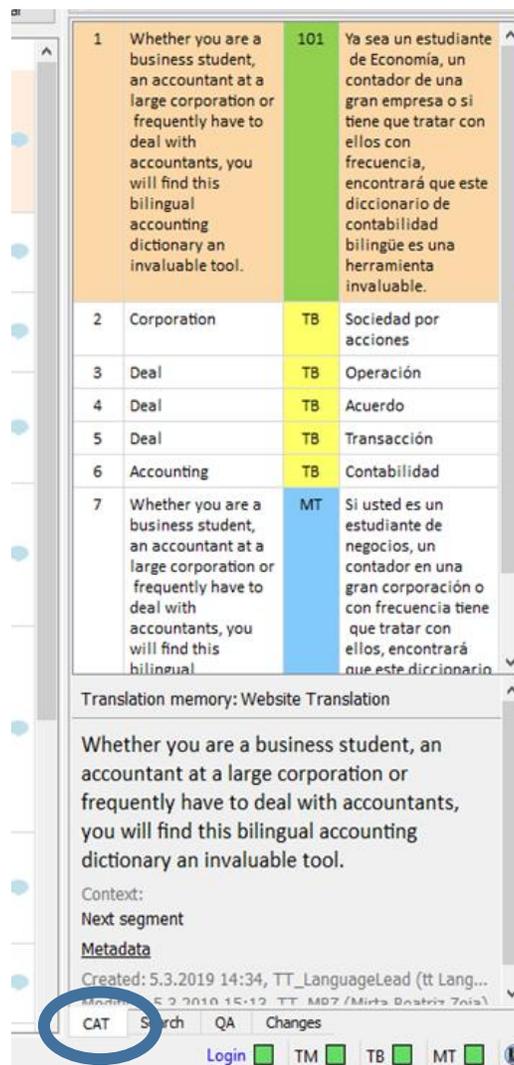
-  Not all files can be seen in the preview. If the source files are not available, please check the e-mail sent by the PM, see References in the Portal, or ask the PM.

QUALITY ASSURANCE

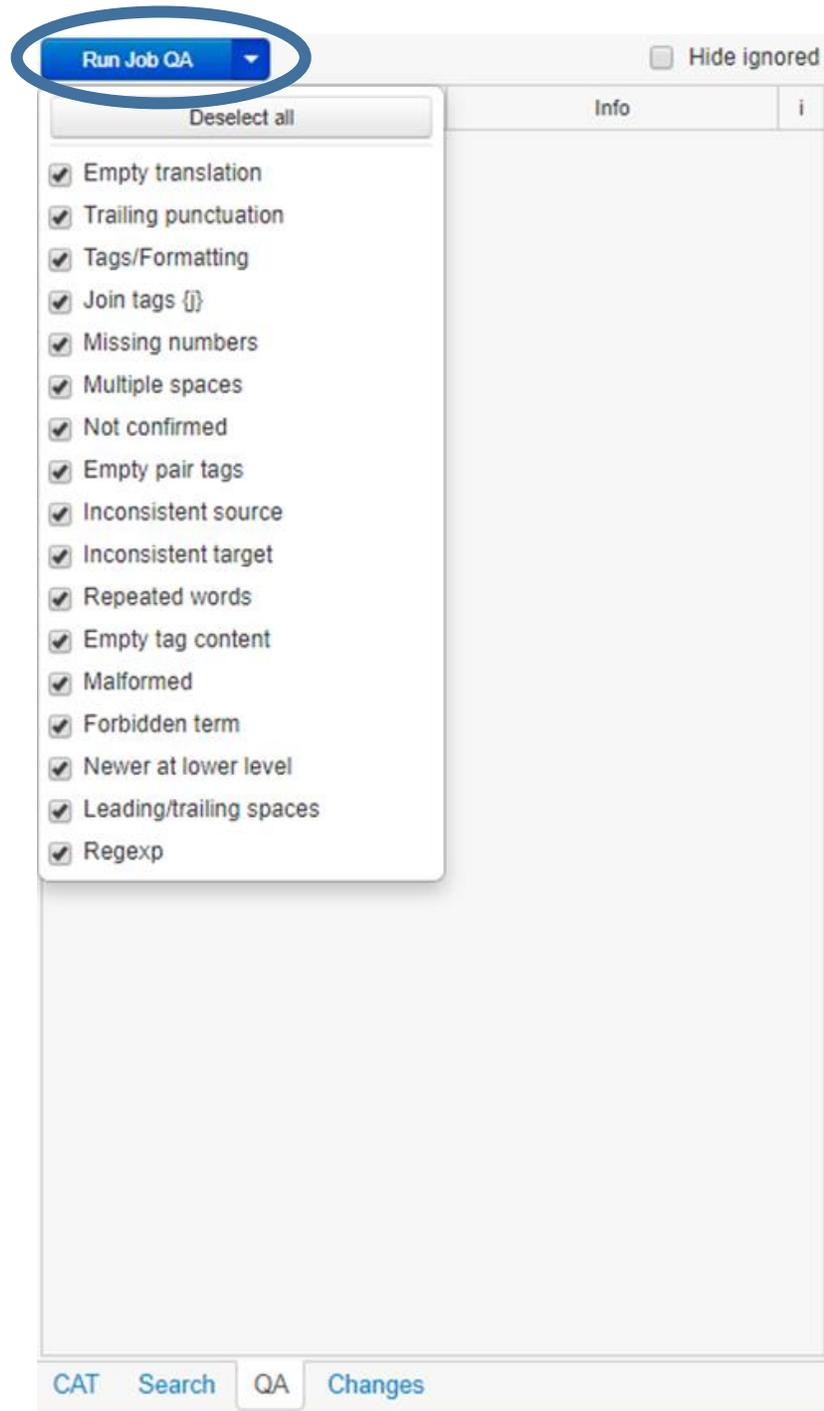
When the translation is complete, running a Quality Assurance (QA) check is recommended to make sure that any issues with the translation, such as empty target segments or multiple spaces, are resolved. To run a QA check, click on the QA tab in the bottom of the CAT Pane (the bottom right part of your screen) and then click Run at the top of the window.

When you click Run Job QA, a list of flagged issues will appear, with a description of the error and the corresponding segment number. There will be two possibilities for each issue: if issue is a genuine error, you may fix it; if it is deliberate, and it is fine, you may check the “ignore” box in the “I” column.

- Click on the QA Tab in the bottom of the CAT Pane.



Click “Run Job QA” at the top of the window.



Quality Assurance warnings are resolved in one of two ways:

- ✦ Correcting the translation and confirming it.
- ✦ Clicking in the far right **i** column to mark the QA warning as ignored if it is a false alarm. Multiple warnings can be grouped for ignoring by holding down Shift while selecting as a group or CTRL for individual lines.

The warnings are still displayed in the QA Pane, but are grayed out.

Select **Hide ignored** to remove ignored warnings from the list.

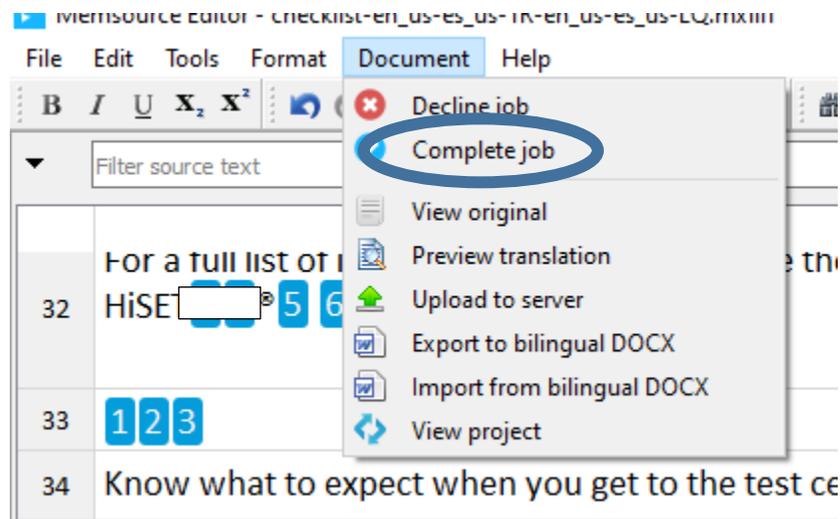
Run Job QA <input type="checkbox"/> Hide ignored			
#	Type	Info	i
9	Trailing punctuation		
19	Tags/Formatting		
20	Tags/Formatting		
24	Tags/Formatting		
26	Tags/Formatting		
27	Tags/Formatting		
28	Tags/Formatting		
30	Tags/Formatting		
31	Not confirmed		
	Trailing punctuation		
37	Tags/Formatting		

CAT Search QA Changes

- ✦ REMEMBER TO RUN THE QA CHECK AGAIN BEFORE SETTING THE JOB TO COMPLETED.

HOW TO SET THE STATUS TO COMPLETED

After you have run the QA check and resolved any issues, go to **Document**. If you have resolved all issues, and if you have run the QA check with no results, the option **Complete job** will be enabled. Once a job is set to **Completed**, you will no longer be able to access it, and your work is done.



LIKEWISE, you can navigate back to the *Project* page (Memsources Portal) and set the status of the job to **Completed**. Once a job is set to **Completed**, you will no longer be able to access it. The project will move to the next step in the workflow and your work is done.

Website Translation

55588
 Name Website Translation
 Created by TT_LanguageLead
 Created 04 Mar 15:31
 Note Description of TT website dictionaries

Source Language EN
 Target Languages ES
 Machine Translation Engine Google Neural MT
 Owner TT_LanguageLead
 Domain General

Jobs Translation Change Status Download Pre-translate Tools

<input type="checkbox"/>	#	Confirmed	File	Status
<input type="checkbox"/>	1	100%	 spanish-translator-services.com_dictionaries_finance-english-spanish.docx ...	Completed
<input checked="" type="checkbox"/>	5	100%	 spanish-translator-services.com_dictionaries_accounting-spanish-english.docx ...	Accepted
<input type="checkbox"/>	6	100%	 Dictionaries.docx ...	Completed

-  Select the Job
-  Click *Change Status*

Change Status

Jobs spanish-translator-services.com_dictionaries_accounting-spanish-english.docx

Status Completed by Provider

Save

-  Change the status to *Completed by Provider*.

Source: <https://www.memsource.com/>