

## Translation of Non-English Source Content

### **This document will explain:**

- What to do when you have non-English content that needs translation
- What to do to avoid delays for the translation process

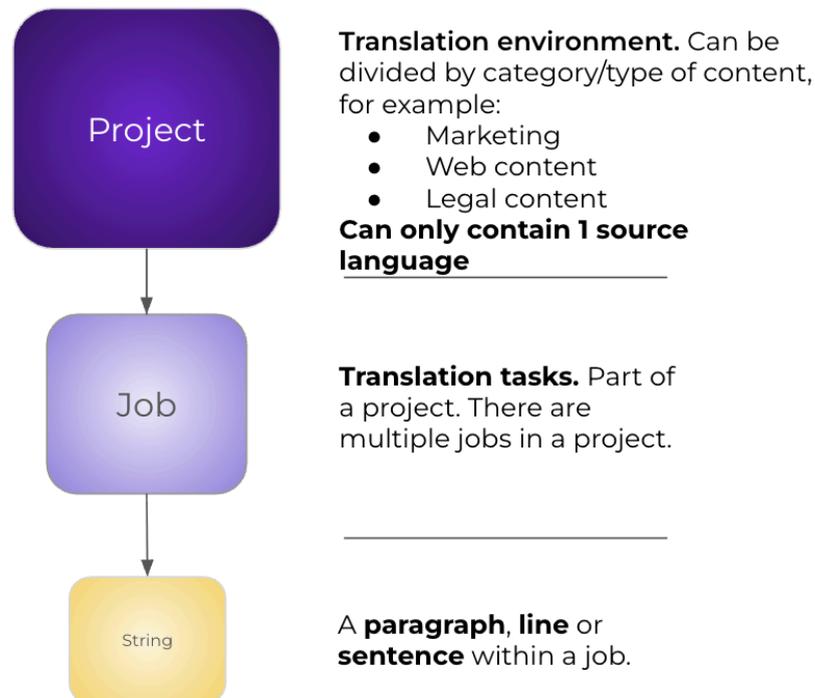
## **1. Non-English Source Content Translation**

### **1.1. Process**

#### **Scenario**

You have a file or content to be translated that is *not* in English.

#### **Essential information regarding the terminology used**



#### **Instructions for uploading non-English source content**

Upload into a project with the correct source language. For example, a Spanish document should be translated in a project that has Spanish as the source language.

As Jeenie's default settings presume you have English content that needs translation, please contact Jeenie via [support@jeenie.com](mailto:support@jeenie.com) before uploading non-English content for translation.

## 1.2. Recommendations

### Avoid

- Multiple source languages in one project:
  - This won't be processed correctly, as a project can only have **one** source language.
  - This also applies to uploading documents that contain content in multiple languages.

### Consider

- Setting up a new project, with the correct source language
- Handling the translation offline entirely, e.g. via email

## DTP (Desktop Publishing) Services

### What is it?

DTP is a service that ensures the integrity of your document layout. It can be provided:

- **Before translation**
- **After translation**

### Before translation:

DTP will be needed before the translation of scanned PDFs.

### After translation:

DTP will ensure that the layout from the original document will be mirrored in the translation and that no irregularities will occur

Type of document	DTP (Desktop publishing) needed?
PDF (Scanned)	Yes
PDF (Digital)	Yes
PowerPoint (PPTX) / Slide deck	Yes
Image (PNG, JPEG, etc.)	Yes
InDesign: IDML or INDD	Yes
Adobe Illustrator (.ai)	Yes, always contact the Jeenie team at <a href="mailto:support@jeenie.com">support@jeenie.com</a> first