PDF Translations

This document will explain how to:

➔ Optimize the outcome for PDF translations for scanned or digitally created PDFs

1. PDF Translations: How and What

1.1. Uploading PDFs

Scenario:

You have a PDF document that needs to be translated.

Is it scanned (e.g. a personal document, like a birth certificate)?

- **Yes**: If you require assistance before uploading the document, please contact support@jeenie.com. For more information, refer to Scanned PDFs below.
- **No**: For any non-scanned (digitally created) PDFs, refer to the instructions below.

Instructions for uploading PDF documents to optimize the outcome:

- Uploading a PDF document as-is to the Jeenie platform may not have the desired outcome.

Why is that?

- In order for a document to be translated, it needs to be editable. By nature, PDFs are not meant to be edited.

What happens if a PDF gets uploaded?

- It gets converted using optimal character recognition (OCR) to an editable format, with a caveat: when converting a PDF to a Word docx format, it may lose its integrity, and formatting can become problematic (overlapping text, text boxes that do not stay in place, text that is not generated correctly).
- Additionally, any text in embedded images will not be ingested at all. The software will see this as a picture and will not be able to read the text.
- **Result:** The outcome will be at risk of being severely compromised and will no longer look like the original. This is due to layout issues and textual issues.

1.2. Scanned PDFs

Uploading a scanned PDF is not recommended as the file is not ready for translation as-is.

The risk of the layout losing its integrity is greater than with regular, digitally created PDFs described in the scenario above. This means that both the formatting and the content may be compromised. The document will be difficult to translate without any additional preparation work.

Please contact your Jeenie team for help before uploading a scanned document.

1.3. Recommendations

To avoid or minimize any risk of delay and ensure you'll have your translation back as soon as possible and with the formatting intact, please consider the following:

- **Scanned PDFs:** Have the translation done fully offline to mitigate risk of losing formatting and missing content from embedded images or illegible text. For this, send it via email to be processed by the team (charged hourly).
- **Digitally created PDFs:** To prepare it for translation, the document can be fully recreated in an editable format at an hourly rate.
- *Important:*
  For digitally created PDFs, the above hourly charges apply to the preparation process. The translation will be charged per word.

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 support@jeenie.com first