

# transfix

fixing translation in all the right places



Clear, high quality, language management services

**+44 (0)113 815 3887**  
**[www.transfix-global.com](http://www.transfix-global.com)**

translation management ○ localisation ○ interpreters ○ voiceovers ○ websites ○ DTP

# what do you need from your translation supplier?

- Clear, high quality translation services
- Reliable project management, from start to finish
- High quality translation at a good price
- Use Translation Memory files from your previous provider
- Large multilingual projects delivered on time and within budget
- Confidence that the finished translation conveys the right message

## Transfix offers unbeatable translation management in 140+ languages

With our experienced technical project managers, we handle your multilingual projects efficiently and professionally, with personal and friendly service. Working for demanding major blue-chip clients, Transfix has gained the experience and know-how to ensure your translation projects run smoothly. All work is over seen by project managers. They streamline your project and are your point of contact throughout, scheduling updates, meetings and reviews when required.

professional

# stream line your project through every stage of the translation process

As your supplier, we provide:

- Project management using advanced Translation Management software such as Trados
- Certified mother tongue translators, specialists in the subject matter for translation
- Quality assurance with a second translator to proofread the translation and various review stages
- Desk Top Publishing. The finished translation is ready to go, in the file format of your choice
- Personal project managers and software designed to stream line your project
- The skill that comes from years of experience in the language industry
- Confidence that we convey your message accurately
- At transfix we deliver. To prove it, we offer a free test piece - so you can see the quality for yourself

Contact us for details +44 (0)113 815 3887

the latest in  
**Translation Memory**  
software



experienced

# how transfix work with you?

Transfix provide services to support projects of any size and complexity. We work with you and tailor these services. You may have documents which require proofreading prior to publication, a patent to be translated, or a major marketing campaign. Whatever your needs, Transfix work with you to deliver, successfully and on time. We also provide Exporter packages to clients who want to take the first step into the Global market.

## translation

Transfix offers a comprehensive translation package covering a wide range of languages: European, Eastern European, Far Eastern, Indian, right to left reading languages like Hebrew and Arabic, as well as more unusual languages and African dialects.

You may need translation of a complex annual report, a clinical trial document or a new marketing brochure. Whatever you need, our approved translators offer extensive experience in their specialist fields. These include:

- automotive
- medical
- engineering
- telecoms
- legal
- marketing
- financial
- information technology
- pharmaceutical
- public and community information

services to cover  
projects of any size  
and complexity

## our translators

Our translators are independently tested and approved before being added to our database. Transfix use mother tongue native translators with a thorough understanding and years of experience in their technical field. Our translators cover all subject areas, from company reports to complex engineering manuals. All translate only into their mother tongue and once added to our database are spot-checked for a period of 6 months or more.

Languages we cover include European, Eastern European, Far Eastern, Indian, right-to-left reading languages such as Hebrew and Arabic, and a wide range of unusual languages, including African dialects. Building a team of approved translators to match your requirements, we ensure quality and consistency in both the short and long term.

confidence that the  
finished translation  
conveys the right message



we translate into 140+ languages but it doesn't stop there...

## desk top publishing

Transfix provides a full range of Desk Top Publishing services, from editing graphics files through to print-ready documents. We typeset most documents, from community leaflets to glossy marketing brochures and large multilingual user guides.

As with translations provided by Transfix, our DTP service covers a wide range of languages, including non-Latin script languages.

From FrameMaker, InDesign, QuarkXPress and complex Word files, we produce mirror image copies in the languages you specify. You receive finished, ready to print multilingual documents. If its a website you need, the files are returned ready to upload to your web domain.

We can recreate documents from a PDF or scanned file, then return these to you - translated, edited and proofread in the file format of your choice. File engineering plays a big part in todays translation services. We have experience and expertise with Translation Memory offering cost savings for ongoing projects.

“mirror image copies in the languages you specify”



## proofreading and editing

In addition to quality checks, Transfix offers a proofreading service. Additional proofreading is recommended for any work being translated for future public viewing or work to be published including any marketing documentation such as brochures or websites. Proofreading may be required for document updates to highlight differences between documents and also to check the quality of a translation supplied to you by another vendor or country agent.

Transfix also offers an editing service. Documents can be localised from American English to British English and South American Spanish to European Spanish for example.

Please note, text is checked prior to delivery, however this is not a copy editing service. We recommend all marketing material is professionally copy written.

## website localisation

A multilingual website is essential to promote products and services in today's global marketplace. Our approved translators understand cultural differences, ensuring that your text is not misunderstood or misrepresented in another language or community.

Transfix is experienced in website localisation. Using leading edge software, alongside our specialist translators, to process your website into languages of your choice, and working with your design agency if required. This service is offered in a wide range of languages,



# Localisation

# voiceovers

Transfix provide you with high quality dubbing of your original material using an artist selected by you from our database. The voiceover service produces material ideal for presentations, training courses, video content, clips for websites and telecommunication systems, such as greetings and prompts.

We create audio files based on your content, usually as an MP3 or WAV file format which can be incorporated back into the source files. Call us to discuss your requirements with a member of our team +44 (0)113 815 3887.

Offered a selection of up to three artists, you can choose the most suitable for your project. If the project is ongoing, and continuity is essential, this will be arranged by your project manager.

ideal for  
presentations, training courses,  
video content, clips for websites

artists

# interpretation

These are delivered in several, very different ways – in person, as written material, in audio and video format and in specialist files ready for reproduction in a range of formats.

## Face to face interpreting

This method requires the interpreter to be physically present for the interpretation. In face to face interpreting, all of the parties speaking to one another are usually located in the same place. This is by far the most commonly used method for public and social service settings.

## Telephone interpreting

Interpretation is delivered via telephone with the interpreter added to a conference call. This method can be used instead of face to face interpreting, especially when no on-site interpreter is available. It is more commonly used when all parties are already speaking to one another via telephone (e.g. Applications for insurance or inquiries from consumers to businesses that take place via telephone, etc.) Health and community organisations often use this service. Transfix has a 24 hour over the phone interpreting service which connects clients to a professional interpreter in 60 seconds.

## Video interpreting

Interpretation services via Video Remote Interpreting (VRI) or a Video Relay Service (VRS) are useful when someone is deaf, hard-of-hearing or speech-impaired. The interpretation flow is normally within the same principal language, such as British Sign Language (BSL) to spoken English etc. Like telephone interpreting, video interpreting can be used when no on-site interpreter is available.

Transfix works with clients to support and deliver the best interpretation solution for your project.

## specialised file formats

Transfix process the majority of specialised file formats, used for websites, manuals, brochures, software, complicated Word and Excel files, graphics, PDF's and scans. Email any file to us and we will confirm that it is suitable for translation. We also work with existing Translation Memory files previously created for you.

## transcription

In addition to written files, we also offer a transcription service for audio files. Please contact us for more information.

## quality assurance

We adhere to strict quality assurance procedures, offering different levels of proofreading, dependent on the type of job. All translations are checked in accordance with our quality procedures before delivery. Transfix use only experienced certified translators, specialists in the subject for translation and translating only into their mother tongue language.

transfer any  
**Translation Memory files**  
to us

# testimonials



“ We have a client that lives in Germany and speaks very little English, we needed to communicate clearly and efficiently with him in German with regard to some complex property issues. We have found that the Transfix team are very efficient in organising for documents to be translated at almost any time of the day or night. The expected time frame and price has been clearly advised at the beginning of the process and the service delivery has bettered that on all occasions and can not be faulted. We are very happy to recommend the translation service that Transfix offer.”

**Lance Ewens, BENNETT GIBSON GROUP, Chartered Accountants**

“ We have come to the end of our two day visit from our Spanish distributor and I would like to take this opportunity to thank Rachel for her assistance during this time. Myself and Justin were very impressed with her existing knowledge of our products and also the interest shown in the new products. I know some of the terminology was quite difficult to an ‘outsider’ but she was professional and helpful throughout. We were very impressed with her enthusiasm and genuine interest in speaking to our customer, not only about business but also on a personal level between sessions and during lunch. Her sense of humour was a great help at times and I am sure our customer appreciated her knowledge. Rachel’s presence at Park House Healthcare can only have increased our chance of further business with this client and for that we are very grateful. We would have no hesitation in using Rachel again should the need arise and would also recommend your services to others.”

**International Sales Manager - Park House Healthcare Ltd**

“ ...Not only does their professionalism and expertise help us to provide an excellent service to our clients, they are also a pleasure to work with. They think out of the box to help achieve our client’s demands. I wouldn’t hesitate in recommending them...”

**Director of a leading External Language Management Agency**

“ Transfix delivers good, high quality translation services. They do what they promise, are flexible and pro active in suggesting alternatives or improvements in your content.”

**Robin van der Breggen - Managing Director - Mavim**

# excellent service



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