

The translation reviewer's sure-fire method for

ASSESSING TRANSLATION QUALITY

*A simple, practical process that works
for almost any translation*

WHAT DOES “**QUALITY**” REALLY MEAN IN A TRANSLATION?

*A high-quality translation is one that
has the same meaning as the original text
and is appropriately worded, free of error
and internally consistent.*



HOW DO WE ASSESS THAT?

By asking these 4 questions:

1. Does it have the same meaning as the original?
2. Does it read like it should?
3. Are there any grammatical or spelling mistakes?
4. Has it handled everything consistently?

HOW DO WE DO THAT?



THROUGH THIS PROVEN 3-STEP TRANSLATION REVIEW PROCESS:

STEP 1: Review for accuracy of meaning

- Focus on meaning and nothing else
- Check all meaning is translated, nothing omitted, nothing added
- Work from hard copies
- Work with small chunks of meaning – 7-10 words maximum



STEP 2: Review wording

- Read through the translation
- Look for unnatural, awkward, unclear wording
- Check for consistency of wording and style



STEP 3: Formal/technical check

- Check formatting and layout is consistent
- Run a spell/grammar check
- Check names, dates, numbers

For further info,
see our comprehensive
[blog article](#)
and video

