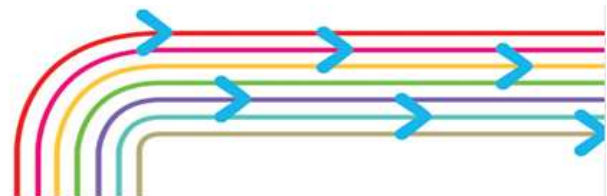


XTM TRAINING SESSION OUTLINE

FOR

TRANSLATORS CORRECTORS & REVIEWERS



Translator, Corrector & Reviewer Training Session Outline

Documentation for training session for XTM training for translators, Correctors and Reviewers

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My Inbox

- Describing the function of the icons , , 
 - o Downloading source material or an XLIFF file
 - o Uploading XLIFF
 - o Opening XTM Editor,
 - o Opening Terminology
 - o Displaying metrics,
 - o Completing the task
- Searching for projects
- Status of tasks
 - o New Tasks
 - o In Progress
 - o Closed Tasks

Configuration

- Setting up personal details
- Customizing shortcuts

XTM Workbench

Everything shown on an example of a document for translation

- Opening Workbench from the Project Editor
- Types of matches (ICE, leverage, fuzzy, fuzzy repeat, also Google machine translation matches)
- Describing all context sensitive menus and icons with all their functions:



- Inline elements
- QA and its warnings
- Entering special characters
- Navigation within the document
- Segment status (colors and letters, changing the status)
- RTL languages

Concordance tab

The difference between Concordance from the context sensitive menu, i.e. the need to type in the searched word/phrase