



# MARKETER'S GUIDE TO TRANSLATION SERVICES

*- For Business & Professionals -*



*- A PUBLICATION OF AFFINITY TRANSLATION -*

# 10 Most Popular Languages For Marketing Translation

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*In combination with English (into and from)*

Global marketers may have occasion to work with numerous different languages. The ten most often languages for translation requested from international marketers are (not in order of popularity):

- |            |               |
|------------|---------------|
| 1) Spanish | 6) Portuguese |
| 2) French  | 7) Chinese    |
| 3) German  | 8) Japanese   |
| 4) Russian | 9) Korean     |
| 5) Italian | 10) Arabic    |



*There are roughly 6,500 spoken languages in the world today. However, about 2,000 of those languages have fewer than 1,000 speakers. The most popular language in the world is Mandarin Chinese.*

Source: <http://www.infoplease.com/>



Legal



Technology



Marketing



Medical



Manufacturing



E-Learning/Education



Financial



Video

*A few industries and application sectors that traditionally require frequent translation services.*



*“The difference between the right word and the almost right word is really a large matter — it’s the difference between lightning and a lightning bug.”*

**MARK TWAIN**

# Translation and Interpretation

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## *Know the difference*

Multiple times a day language services companies receive telephone calls or emails from prospective clients requesting a “translator” when in fact the service these inquirers are interested in are those of an “interpreter.” Here’s the difference.

- Translation involves written language. Linguists who perform translation services are translators.
- Interpretation involves spoken language. Interpreters perform interpretation services.



*Translation and interpretation are related but separate and distinct skills typically performed by different language specialists. Not all translators perform interpretation, and vice versa.*

# Native Speaking Translators

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## *What's meant by this phrase?*

Professional translators typically work in a language pair (e.g., English-French or English-Spanish, et. al.). The translators are bilingual in both languages of their language pair, although only one of the languages would be their first language, considered their native language.

Generally speaking translators should be native speaking in the target language (the language translating into).



*Most professional translation companies assign only native speaking translators to their projects. It's still recommended to ask this question and confirm the practice.*

# How Translation Pricing Is Calculated

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## *By word, by page, or what?*

The most common pricing model among professional translators is a per word rate based on the source text word count. Sometimes when source word counts are difficult to determine (e.g., non-editable text) pricing is based on the resulting target word count known at project conclusion.

### Other less common pricing methods

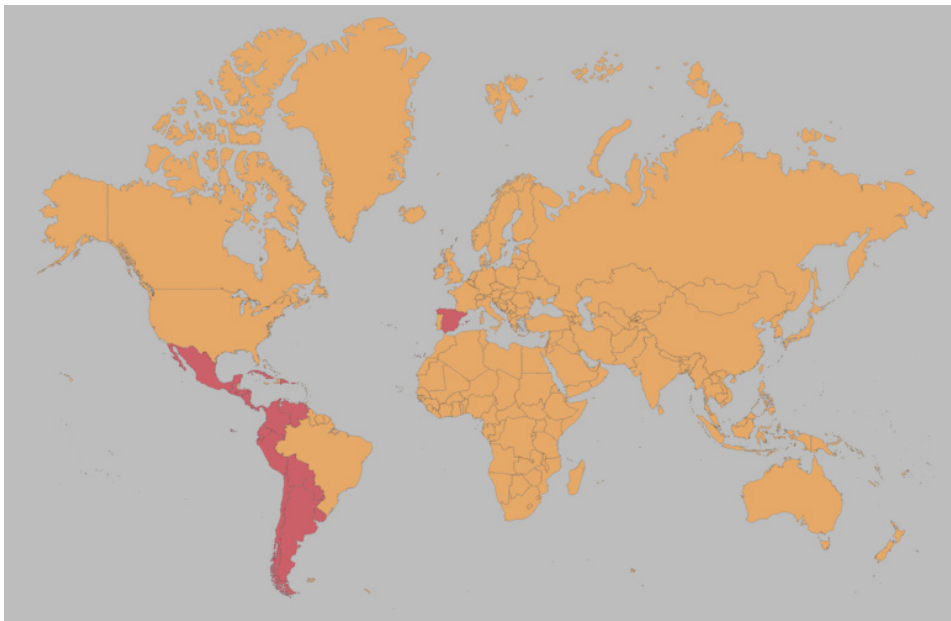
- Per page basis
- Hourly basis
- Fixed price project basis



*Most professional translation companies assign only native speaking translators to their projects. It's still recommended to ask this question and confirm the practice.*

# Countries Where Spanish Is An Official Language

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Spanish is the majority language in 21 sovereign states and several dependent territories, totaling around 442 million people.

- Mexico
- Spain
- Colombia
- Argentina
- Peru
- Venezuela
- Chile
- Ecuador
- Guatemala
- Cuba
- Bolivia
- Dominican Republic
- Honduras
- Paraguay
- El Salvador
- Nicaragua
- Costa Rica
- Puerto Rico
- Panama
- Uruguay
- Equatorial Guinea

# Spanish Language Target Audience

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## *How to specify your Spanish speaking audience*

Sometimes the target audience for a Spanish translation project is implicitly clear. If not then translation companies will ask for clarification. For translation projects going into Spanish the target audience is often described in one of 3 main ways:

- 1) **US Hispanic audience:** Spanish speakers in the United States
- 2) **Latin American audience:** Spanish speakers primarily in Latin America
- 3) **Country specific audience:** This might be Spain, Mexico, or another specific country in Latin America, for example.



*Translation clients should always provide descriptive information about the target audience. This allows translation companies to assign projects to the most appropriate qualified translator. Providing too much information is most often better than not providing enough.*




# What File Types Do Translators Work With?

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## *MS Word, Excel, Powerpoint, PDF & others*

Professional translators can work with a wide variety of file formats that contain text for translation including:

- MS Word
- Excel
- Powerpoint
- JPEGs and other image formats
- PDFs
- Text files
- Other miscellaneous formats



*In most cases translators will prefer to work with editable files so text can be easily changed to the target language, and usually retain much of the original formatting for design purposes or for visual indications of correlation between source and target language text.*

# Document Design Formatting Services

## InDesign & other design applications

Formatting services in InDesign and other popular document design applications are available for any projects requiring finished print ready materials in the target language.



*Formatting services are separate from translation. Translation does not typically occur within a design application such as InDesign. Formatting services if requested are performed after the translation process is complete and verified.*

# Request Free Translation Quote

We'll Respond Within 20 Minutes  
During Regular Business Hours

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