











2.3.3 Proposals for a decision on the opening of, and mandate for, interinstitutional negotiations (MA) – COD, CNS, NLE (with SDL Studio)

	Action:	Tool:
1.	<p>Disregard any SDLXLIFF files in the pre-translated package(s).</p> <p>In Word, create and set up the target language (TL) document using the document specific DocEP template and copy the body of the source language (SL) text into the new TL document. Save the TL document.</p> <p>Add the document to the Studio project.</p>	 MS Word  docEP  SDL Studio
2.	At this stage, the source language column in SDL Studio already contains the DocEP text in the target language. Change the status of those segments to 'locked' and leave the corresponding target language cells empty ¹ .	 SDL Studio
3.	<p>The TMX file containing standard translations for the legislative amendment headings has been imported into the Normative Studio Memory (Normative TM). Pre-translate at 100% using the Normative TM in order to get the standard segments of each amendment heading.</p> <p>Check that all the pre-translated standard segments are correct and complete the translation of the amendment headings using the Normative TM.</p>	 SDL Studio
4.	<p>The COM [*DWN.tmx] or CONS [*DWN.tmx] has been imported into the Basic Reference Studio Memory (BRTM). Pre-translate at 100% using the BRTM in order to get the COM/CONS document text into the left-hand column². (NB: the matches are 100% correct from the contents point of view but they lack all formatting.)</p> <p>Check that all the pre-translated segments (including those marked as 100%) are correct and complete the translation of the left-hand column using the BRTM.</p>	 SDL Studio

¹ If you are using a different CAT tool, copy source (i.e. DocEP text already in the target language) to target cells.

² Make sure that the **formatting difference penalty** is set to 0% to ignore bold-italic formatting.

5	The TMX files for the PM (= draft proposal) and its AMs have been imported into the Secondary Basic Reference Studio Memory (BR2TM). Pre-translate at 100% using the BR2TM in order to get any matches into the right-hand column ³ . <i>(NB: the matches are 100% correct from the contents point of view but they lack all formatting.)</i>		SDL Studio
6.	The TMX files for the COM, CONS, the EP documents belonging to the procedure, <i>Delegated Implementing Acts</i> and Retrieval results have been imported into the Working Studio Memory (WTM). Enable the WTM and use it to complete the translation of the document. Save the file frequently. While interactively translating in Studio, mark the differences between the left-hand-column and the right-hand-column in <i>Bold and Italic</i> ⁴ . <i>(NB: If the original document is multilingual, you can use the "Suggest Bold and Italic" application once you convert it back to Word for delivery. It is recommended to check the results of the application and correct them if necessary.)</i>		SDL Studio
7.	Monolingual SL document DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE) ⁵ . Multilingual SL document DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE) FOR EACH SL-TL COMBINATION ⁶ AND A COMPLETE MS WORD DOCUMENT ⁷ .	 	SDL Studio MS Word

³ Make sure that the **formatting difference penalty** is set to 0% to ignore bold-italic formatting.

⁴ See *Recueil de Modèles*, Chapter 6, Examples and general rules for legislative amendments, Paragraph 3, Highlighting.

⁵ All tagging and formatting from the original document must be kept or replicated in the bilingual (SDL)XLIFF file you will deliver.

⁶ All tagging and formatting from the original document (including the blue colour marking applied to the AM headings and left-hand column text) must be kept or replicated in the bilingual (SDL)XLIFF files you will deliver.

⁷ All tagging and formatting from the original document must be kept or replicated in the MS Word file you will deliver.