







2.3.5 Amendments (AM) to proposals for a decision on the opening of, and mandate for, interinstitutional negotiations (PM in form of objectives) – COD, CNS, NLE - (with SDL Studio)

| | Action: | Tool: |
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| 0. | <p>The TMX file containing standard translations for the legislative amendment headings has been imported into a Normative Studio Memory (Normative TM).</p> <p>The PM [*DWN.tmx] to which amendments are tabled has been imported into the Basic Reference Studio Memory (BRTM).</p> |  SDL Studio |
| 1.1. | <p>Monolingual SL (Source Language) document</p> <p>The Normative TM and the BRTM have been used to pre-translate the original document at 100% in order to get the standard segments of each amendment heading, the DocEP text of the cover page and the PM document text into the left-hand column, respectively. Use this pre-translated SDLXLIFF file (*BR.docx.sdlxliiff) for all further steps¹.</p> <p>a. Check that all the pre-translated standard segments are correct and complete the translation of the amendment headings using the Normative TM and of the left-hand column using the BRTM.</p> <p>b. Go to step 2.</p> |  SDL Studio |
| 1.2 | <p>Multilingual SL document</p> <p>a. Open the EN as Source Language pre-translated package. It contains the original multilingual document pre-translated with the Normative TM in order to get the standard segments of each amendment heading and the DocEP text of the cover page. Use this pre-translated SDLXLIFF file (*Normative.docx.sdlxliiff) for steps b. and c.</p> <p><i>NB: In document type AM, all AM headings in the original document are in English.</i></p> <p>b. 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  MS Word |

¹ A **blue colour** has been applied to the Amendment headings, DocEP text of the cover page and left-hand column text to make it easier to identify those segments when working in the Studio Editor. Internally, this marking serves other purposes in the workflow. Therefore, keep it in the SDL(XLIFF) file you will deliver as the output of your translation of a monolingual source document.

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| | <p>c. Convert the *Normative.docx.sdlxliff back to Word and split the document language-wise.</p> <p>d. Add each split document to the corresponding SL-TL Studio project.</p> <p>d.1. At this stage, the source language column in SDL Studio already contains the DocEP text and the AM headings in the target language. Change the status of those segments to <i>'locked'</i> and leave the corresponding target language cells empty².</p> <p>d.2. Use the BRTM to pre-translate at 100% in order to get the PM document text into the left-hand column³. (<i>NB: the matches are 100% correct from the contents point of view but they lack all formatting.</i>)</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> <p>f) Continue to step 2.</p> | |
| 2. | <p>The TMX files for the PM, all the EP documents belonging to the procedure, any other references (e.g. a complementary COM document) and Retrieval results are imported into a Working Studio Memory (WTM). Enable the WTM and use it to complete the translation of the document. Save the file frequently.</p> <p>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.</p> |  <p>SDL Studio</p> |
| 3. | <p>Monolingual SL document</p> <p>DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE)⁵.</p> |  <p>SDL Studio</p> |



² If you are using a different CAT tool, copy source (i.e. DocEP text already in the target language) to target cells.

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 (including the blue colour marking applied to the AM headings, DocEP text of the cover page and left-hand column text) must be kept or replicated in the bilingual (SDL)XLIFF file you will deliver.

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| 4. | <p>Multilingual SL document</p> <p>DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE) FOR EACH SL-TL COMBINATION⁶ AND A COMPLETE MS WORD DOCUMENT⁷.</p> | <div data-bbox="1579 295 1668 359"></div> <p>SDL Studio</p> <div data-bbox="1579 406 1668 470"></div> <p>MS Word</p> |
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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 of the original document (except the blue colour marking applied to the AM headings, DocEP text of the cover page and left-hand column text) must be kept or replicated in the MS Word file you will deliver.