




## 2.7.5 Reports (RR) with Consolidated Amendments – COD 1<sup>st</sup> reading (**with SDL Studio**)


### Monolingual source language documents

Step:	Action:	Tool:
1.	<p>The Normative_Cons_Texts TMX file containing standard translations<sup>1</sup> and the <i>Normative_Main</i><sup>2</sup>, as well as the TMX file for the Commission proposal (COM) or Council document (CONS) have been imported into the Basic Reference Studio Memory (<b>BRTM</b>).</p> <p>The <b>BRTM</b> has been used to pre-translate the original document at 100% in order to retrieve the translations for the standard text and the unchanged segments from the COM/CONS document. Use the pre-translated SDLXLIFF file (<b>*BR.docx.sdlxliff</b>) for all further steps<sup>3</sup>.</p> <p>Check that all the pre-translated segments (including those marked as 100%) are correct.</p>	 SDL Studio
2.	<p>The TMX files for the second reading draft report (PR) of the same Committee and its amendments (AM) have been imported into the Secondary Basic Reference Studio Memory (<b>BR2TM</b>).</p> <p>Pre-translate the <b>*BR.docx.sdlxliff</b> at 100% against the <b>BR2TM</b> in order to retrieve the translations of the unchanged segments from the PR and AM.</p> <p>Check that all the pre-translated segments (including those marked as 100%) are correct.</p>	 SDL Studio
3.	<p>The TMX files for the COM, CONS, all EP documents belonging to the procedure, the <i>Normative_Cons_Texts</i>, the <i>Normative_Main</i> and the Retrieval results have been imported into the Working Studio Memory (<b>WTM</b>).</p> <p>If you received additional TMX files for reference material not included in the project, import these files into the <b>WTM</b>.</p> <p>Enable the <b>WTM</b> and use it to complete the translation of the document. Save the file frequently.</p>	 SDL Studio

<sup>1</sup> The *Normative\_Cons\_Texts* file contains standard translations from the *Abridged Joint OLP Handbook*, i.e. Part A 'Model Act' and Part C 'Standard Wording' of the Joint Handbook for the Presentation and Drafting of Acts Subject to the Ordinary Legislative Procedure, as well as additional EP-specific standard phrases taken from the DocEP templates for consolidated RRs.

<sup>2</sup> The *Normative\_Main* TMX file contains names of EP and EU institutions and bodies, e.g. EP Committees, EP Political Groups, delegations, countries, national parliaments etc. It is based on the DocEP Main lists.

<sup>3</sup> If the basic reference (i.e. the COM or CONS) document text contains footnotes, the segments are not rendered as 100% matches since the footnote anchors are missing in the provided basic reference TMX file. Therefore, it might be useful to perform an additional pre-translation with the BRTM at 95%.

Step:	Action:	Tool:
	While interactively translating in Studio, insert the marking for Bold/Italics and deletions ( <b> </b> ) of political nature as you go along <sup>4</sup> .	
4.	<b>DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE)<sup>5</sup>.</b>	 SDL Studio

<sup>4</sup> New or amended text is highlighted in bold italics; deletions are indicated by the symbol . For examples please consult the corresponding *Recueil de Modèles* model.

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