




4.2.3 Opinions (AD) – DEC (**with SDL Studio**)

Step:	Action:	Tool:
1.	<p>The TMX files for the standard phrases <i>Normative_Discharge</i>¹ and <i>Normative_Main</i>² and the TMX files corresponding to the draft opinion (PA) of the same committee and any amendment batches (AM) thereto have been imported into the Basic Reference Studio Memory (BRTM).</p> <p>The BRTM has been used to pre-translate the original document at 100% in order to get the unchanged segments from the previous document(s) and the translation of the standard phrases. Use this pre-translated SDLXLIFF file (*BR.docx.sdlxliff) for all further steps.</p> <p>Check that all the pre-translated segments (including those marked as 100%) are correct. If translations are missing for the standard parts (e.g. cover page), consult the <i>Recueil de Modèles</i> (RdM) where necessary.</p>	 SDL Studio
2.	<p>The TMX files for the Commission proposal (COM), all EP documents belonging to the procedure, the Financial Regulation, chapter 7_2_1 of the Compendium (Internal rules on budget implementation), the Interinstitutional Agreement (IIA) on budgetary discipline and sound financial management, the <i>Normative_Discharge</i>, the <i>Normative_Main</i> and the Retrieval results have been imported into the Working Studio Memory (WTM).</p> <p>If you received additional TMX files for reference material not included in the project, import these files into the WTM.</p> <p>Enable the WTM and complete the translation of the document. Save the file frequently.</p>	 SDL Studio
3.	DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE) ³ .	 SDL Studio

¹ The *Normative_Discharge* TMX file contains standard phrases from the *Recueil des Modèles* Chapters 04.02.01, 09.04 and 13. Do not change the translation of any standard phrase. If in doubt, check in the RdM page.

² 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.

³ All tagging and formatting from the original document must be kept or replicated in the bilingual (SDL)XLIFF file you will deliver.