




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

RdM models: PA_NonLeg, PA_NonLegDec

| 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 98% 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.sdlxiff) for all further steps.</p> <p>Check that all the pre-translated standard segments in the cover page are correct. If translations are missing for the standard parts (e.g., cover page), consult the Recueil de Modèles (RdM) where necessary</p> |  SDL Studio |
| 2. | <p>The TMX files for all EP documents belonging to the procedure, budget reference documents (i.e., the Financial Regulation, the chapter 7_2_1 of the Compendium - Internal rules on budget implementation and the Interinstitutional Agreement), 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 extra TMX files of other documents have been sent to you together with the references, import these files into the WTM.</p> <p>Enable the WTM. Check that all the pre-translated segments (including those marked as 100%) are correct.</p> <p>Complete the translation using the WTM, saving the file frequently.</p> |  SDL Studio |
| 3. | <p>DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE)³.</p> |  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.