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Excerpts from Claudia Brauer's 2018 course
"Translation Quality Guidelines for Human-Quality PEMT (Post Editing of Machine Translation Output)"

Purpose:

- Accurate (preserve intended meaning of the original)
- Correct grammar, syntax, style
- Correct in formal aspects of written language
- Sensitive to regional variations (dialects and target language use)
- Written (mostly) in plain language
- Culturally and Linguistically appropriate (terms and expressions must be understood appropriately and consistently by most people reading text in TL)
- Follow glossaries when provided
- Follow style guides where provided
- Avoid literal translation (too formal, complicated, awkward texts, though semantically equivalent)
- Aim for "comparable constructs"

Information:

- Complete (no omissions, additions or changes)
- Loyal (same message is conveyed)
- Accurate (same information transferred)
- Reliable
- Consistent
- Technical equivalence (technically and conceptually)
- Conceptual equivalence (content) *(Does it accurately reflect original meaning?)*
- Intent *(Have connotations and denotations been transferred)*

Essentials

- Grammar (system and structure of language)
- Style (word choice, point of view, tone, + syntax)
- Syntax (rules governing sentence structure, including word order, to achieve particular effects)
- Semantics (sense, reference, implication, logical form, word relations, cognitive structure)
- Register (level of formality)
- Readability Level (easier or more difficult to read)
- Format and Layout (including document setup, arrangement, charts, graphics, illustrations)
- Spelling
- Punctuation
- Capitalization

Correct and optimal use of language:

- Language conventions
- Dates
- Numbers
- Addresses
- Acronyms (transfer)
- Abbreviations
- Names of people
- Names of countries and places
- Brand names

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Others issues to ensure:

- Fluency
- Phrasing
- Nuances
- Absence of False cognates
- Cultural Sensitivity (will it make sense to target audience or will it create confusion or concern)

CONSTANTLY COMPARE MACHINE TRANSLATION PLATFORMS

- Select three or four to compare
- Obtain translations
- Review each individually
- Compare changes
- Select preferred
- Repeat every three or four months (new or improved versions)
- Rating

5	Excellent
4	Correct
3	Enhance
2	Doubtful
1	Incomprehensible

or

5	Top human translation quality equivalence
4	Normal HT equivalence
3	Beginner HT equivalency
2	Misinterpretations
1	Gross Errors