ATRIL

LANGUAGE ENGINEERING

*déjà*vu

Déjà Vu X Standard
Users' Guide

Table of Contents

Table of Contents

Chapter 1

Introduction

How to Use This Manual

Like any other manual, this manual is not intended to be read through from the first to the last page; however, we hope that its internal logic may make you want to do just that.

Following this introduction, you can find these three chapters:

- "What Is New in Déjà Vu X Standard?" on page 7—an overview of some of the most outstanding new features of Déjà Vu X Standard.

- "The Déjà Vu X Standard Interface" on page 13—an introduction to Déjà Vu X Standard's user interface.

"Workflow" on page 63—a suggested workflow model for translation with Déjà Vu X Standard. The workflow chapter is followed by chapters that detail some of the features discussed in the workflow chapter:

- "Translation Features in Déjà Vu X Standard—The Details" on page 103

- "Editing Features in Déjà Vu X Standard—The Details" on page 183

- "Review Features in Déjà Vu X Standard—The Details" on page 197

- "Teamwork Features in Déjà Vu X Standard—The Details" on page 203

- "Security Features in Déjà Vu X Standard—The Details" on page 211

- "Analysis Features in Déjà Vu X Standard—The Details" on page 215

Next comes a chapter dealing with how to work with different file formats, and one that specifically discusses working with SGML/XML files:

- "Working with Different File Formats" on page 227

■ "Creating and Maintaining SGML/XML Filter Files" on page 297

The next three chapters are concerned with the creation and maintenance of Déjà Vu X Standard's databases:

■ "The Lexicon" on page 321

■ "Creating and Maintaining Translation Memories" on page 341

■ "Creating and Maintaining Terminology Databases" on page 401

The "Appendix" on page 477 contains an overview, a listing of the menu commands, and a glossary.

Finally, there is a very comprehensive index at the end of the manual that is meant to be a substantial aid in finding relevant topics. We encourage you to use it extensively.

Where Do I Start?

Where you'll start depends on who you are, what your goals for Déjà Vu X Standard are, and how experienced you are with translation memory tools in general and Déjà Vu in particular.

The Beginner—When You're Starting from Scratch

If you're a new user who has never worked with computer-assisted translation tools (commonly abbreviated as CAT tools), it would probably be a good idea to start with the *Getting Started Guide* that came with your software (or you can find it in the installation directory in PDF format). Going through the tutorial will give you a good place to start.

If you stumble on terms that you are not familiar with, turn to the "Glossary" on page 490.

When you feel familiar with the basic concepts, you can continue by looking at "Workflow" on page 63 in this manual. There you can see which steps you may not be familiar with and read about the relevant features in the details sections on pages 103-227. To find specific topics in these chapters, it may be a good idea to use the index at the end of this manual.

"Working with Different File Formats" on page 227 will familiarize you with the specific types of files that you will be working with.

When you are comfortable with the general concepts of how to translate in Déjà Vu X Standard, you should then look into optimizing your databases in the database section, ranging from pages 321-463. Again, the index will help you to navigate through these sections.

Please be aware that there is no need to learn everything about this program. Imagine Déjà Vu X Standard as a big tool box from which you can choose the tools that make sense for your specific needs. Do not overload yourself with information that you will not need later on.

The Convert—When You're New to Déjà Vu but Familiar with Other Translation Memory Tools

First of all: we're glad to have you reading this, and we feel confident that you'll like what you see. One thing you should be aware of is that Déjà Vu X Standard does things a little differently from other tools, so you may need to try to free your mind as much as you can from what you know about how other translation memory tools work.

The "Glossary" on page 490 should be helpful for you to familiarize yourself with how Déjà Vu X Standard refers to concepts that the creators of other tools named differently (or didn't know about!).

From there we would suggest the following learning path: Start with the *Getting Started Guide* that came with your software (or you can find it in the installation directory in PDF format) and work your way through the tutorial. This will give you a good idea of how Déjà Vu X Standard works and how it's unique.

When you feel confident with the basic concepts that you have learned, you can continue by looking at "Workflow" on page 63 in this manual, see which steps you may not be familiar with, and read more about them in the details sections on pages 103-227. To find specific topics in these chapters, it may be a good idea to use the index at the end of this manual.

More about the specific kinds of files you will be translating can be found in the corresponding sections of "Working with Different File Formats" on page 227.

When you are comfortable with the general concepts of how to translate in Déjà Vu X Standard, you should then look into optimizing your databases in the database section, ranging from pages 321-463. Again, the index will help you to navigate through these sections. The first of these chapters, "The Lexicon" on page 321, should be of particular interest because this is a concept that is unique to Déjà Vu X Standard.

Please be aware that there is no need to learn everything about this program. Imagine Déjà Vu X Standard as a big tool box from which you can choose the tools that make sense for your specific needs. Do not overload yourself with information that you will not need later on.

The Upgrader—When You're Familiar with Déjà Vu 3

Your first questions will probably be: What's new and what's different? The short answer: Everything. But we do have a special section just for you: "What Is New in Déjà Vu X Standard?" on page 7.

After reading this section, you will probably want to look up individual chapters on topics that you're not yet familiar with. You will find that the index in this manual is more extensive than earlier manuals to give you a quick reference point on where to look.

If you feel that you still aren't getting the big picture of the new Déjà Vu, look at the tutorial in the *Getting Started Guide* (you can find it in the installation directory in PDF format) and the section "Workflow" on page 63.

It might also be helpful to take a quick glance at the section "Working with Different File Formats" on page 227, in case you either missed one of the file formats that earlier version of Déjà Vu supported or you can now use one of the new filters (such as Trados BIF files).

Conventions Used in this Manual

User Interface Controls

All user interface controls, such as **buttons**, **menus**, **tabs**, or **dialogs**, are **bolded**.

Menu Commands

Menu commands, such as **Tools>Options>Font**, are identified by the greater-than sign.

Path Names and Sample Text

All `path names` and user-entered `sample text` are in `Courier New`.

Tips

> *Tips contain useful additional information on maximizing a specific feature. They are delineated by the light bulb symbol.*

Notes

> *Notes contain important information that you need to be aware of. They are delineated by the thumbtack symbol.*

Related Documentation

Readme

Please consult the Readme file after the installation of Déjà Vu X Standard for the latest information on the product and any possible issues with the program along with their work-arounds.

Website

On www.atril.com you can find information about training seminars, user support, new versions of the product, and freely downloadable updates. Under www.transref.org, a translation knowledgebase, you can find a great variety of information related to Déjà Vu, other CAT tools, a translators' database, and a host of other translation-related topics.

User Groups

The Déjà Vu user group at http://groups.yahoo.com/group/dejavu-l and the newsgroups under news://news.atril.com are highly supportive and caring communities of worldwide Déjà Vu users. You are strongly encouraged to join these groups.

In case you are not familiar with newsgroups, you can find information about them at www.howstuffworks.com/newsgroup.htm.

Please note that you can access the archives of the tens of thousands of questions and answers that have been submitted to these forums over the last few years.

Chapter 2

What Is New in Déjà Vu X Standard?

The question should probably be: What is **not** new in Déjà Vu X Standard? In this section, we have tried to limit ourselves to the most striking new features.

The Look and Feel

What used to be four different programs (*Déjà Vu Interactive*, *Database Maintenance*, *Terminology Maintenance*, and *SGML Filter Maintenance*) have been combined into one interface that allows you to open and edit all your databases, project files, and SGML/XML filters. All this is presented in a new and fresh Windows-standard graphical user interface (GUI) look that is completely user-configurable and filled with wizards to guide you through virtually every process.

Two new features inside Déjà Vu X Standard include the **File Navigator** and the **Project Explorer**.

The **File Navigator** is presented in a small pane on the right of your screen and displays all the files in your project so you can easily switch from one file to the next. This is especially helpful, because in Déjà Vu X Standard projects you can import and process any file or folder of any file type supported by Déjà Vu X Standard from anywhere on your local machine or network.
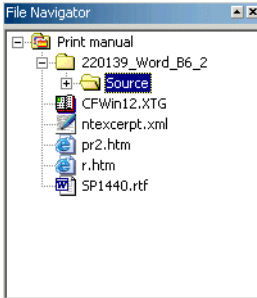
The **Project Explorer** is a Windows Explorer-like interface from which you can import and export any supported file in and out of your project. The Explorer is also accessed from within the main Déjà Vu X Standard interface.
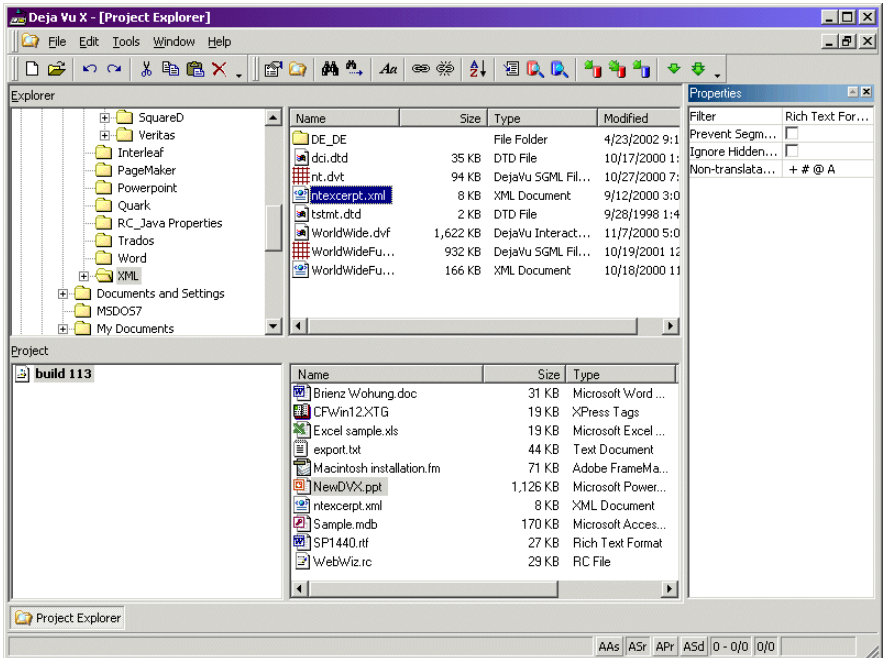
Translation can now be performed in editing boxes at the bottom of the screen or directly in the cells themselves, which now also resize themselves to fit all the text in one view.

Selection of rows has been made much easier by switching between the *edit* and *selection mode* with one keystroke (Enter).

Navigation between open files is now available with a single mouse-click through an expanded status bar.
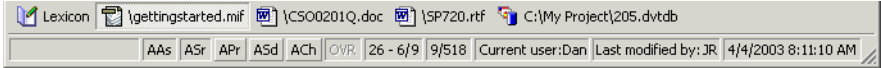
The *tool windows*—which include the **File Navigator** and the **AutoSearch** window—are freely dockable. This means that you can place them anywhere outside the main window on your desktop, making it easy to use several monitors.

Mixing of File Types

Although we already mentioned this in the previous section, it's worth a repeat: Every file type that is supported by Déjà Vu X Standard can now be included in a single project.

Character Conversion and Supported Languages

Everything that takes place in Déjà Vu X Standard happens within Unicode. This means that all the languages supported by Windows are supported by Déjà Vu X Standard as source and target (including double-byte and right-to-left languages). This does NOT mean that texts which did not originate in Unicode will be exported into Unicode. Depending on the file type, target language, and your choice of a code page, the translated text will have the same code page as the original, or one that corresponds more closely to the file type/target language in question.

Multilingual Databases

Terminology databases and translation memories are now multilingual. This means that you may have an unlimited number of target languages in one database!

Fully Configurable Terminology Databases

Terminology databases are now completely configurable by the user. You can add as many attributes as you like and define their relations.

New Analysis Features

While you still have the word count features that give you an exact representation of how many words have been or are to be translated in which category, Déjà Vu X Workgroup also offers an analysis feature with which you can see how many of what kind of matches you have in your translation memories.

New Search Module

Déjà Vu X Standard's new search module not only displays all matches in one window, it also gives you the option to select terms with several matches (marked with a blue underline) with a right-click and select any other option.

DTD Support

Déjà Vu X Standard's completely overhauled SGML/XML filter now has the capability to use the source SGML/XML file(s) or the DTD, the document type definition file, to build an SGML filter.

New Supported Formats

Newly supported formats include Adobe InDesign, Trados BIF and TTX files, GNU gettext POT/PO files, OpenOffice.org/StarOffice files, and a completely overhauled PowerPoint filter.

Multilingual User Interface

The Déjà Vu X Standard user interface and documentation now comes in several languages (English, Dutch, French, Spanish, and Russian) that can all be switched on the fly.

You're probably starting to get the idea that things truly are new with Déjà Vu X Standard, and that it would make a lot of sense to spend a couple of hours familiarizing yourself with it. Once you do, we're betting you'll never want to go back....

Chapter 3

The Déjà Vu X Standard Interface

Unlike its previous versions, Déjà Vu X Standard has only one interface from which you create, open, and edit all necessary files. The seven Déjà Vu internal file types are:

■ **Déjà Vu Project Files (.dvprj)**—the files in which you import the files that need to be translated, translate them, and from which you export them into their original formats. This file can contain only one source language but several target languages.

■ **Déjà Vu Satellites Files (.dvsat)**—the protected files which contain only one source and one target language plus all the information needed by the translator. These files can be exported from the main project and re-imported after translation.

■ **Pack & Go Packages (.dvpng)—**highly compressed exports from project files that are ideal for the transmission of Déjà Vu X Standard data. Like the satellite files, Pack & Go packages can be exported from the main project and re-imported after translation.

■ **Déjà Vu Translation Memories (.dvmdb)**—the files that store all previously translated segments (sentences, headings, cell content, bullet points, etc.) in source and target. This file is completely multilingual, i.e., it can have several target languages. You will notice that in the folder where the .dvmdb is created, other files are also created—one with the extension `.<language>`.dvmdi for each language used and one with the extension .dvmdx. These files contain the index and language-specific material. You may not delete or rename them.

■ **Alignment Files (.dvapr)**—intermediary database files in which data from already translated files is paired up. Once the alignment is completed, this file is fed into a translation memory.

- **Déjà Vu Terminology Databases (.dvtdb)**—the files that contain pairs of terms or short expressions (source and target) which you have added. Each pair is associated by additional information that is freely configurable. Like the translation memories, the terminology database is completely multilingual, i.e., it can have several source and several target languages.

- **SGML/XML Filters (.dvflt)**—files that you will only need and use when you translate files that follow the SGML definition. There are many subgroups of SGML, one of which is XML, a widely used standard for data exchange and storage. Because each SGML file or group of SGML files is unique, you will have to create a unique filter for them. You can do that by having Déjà Vu either analyze the SGML files or read the DTD file, an associated file that contains all the relevant information.

You will notice that the toolbars and the menu bar change according to what kind of file you open. All of the toolbars are completely reconfigurable, so you can set them according to the tasks that you most often perform.

The Project Interface

Let's first have a look at the default Déjà Vu X Standard's appearance with an open project file.
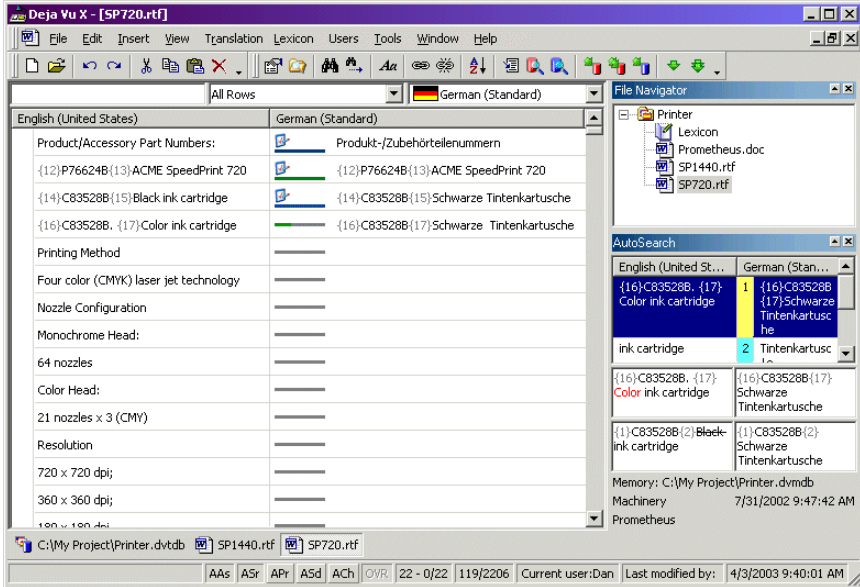
To switch the user interface language of Déjà Vu X Standard

1 Select **Tools>User Interface Language**.

2 The **Select User Interface Language** dialog appears, displaying the language that you selected when you first started Déjà Vu X Standard.
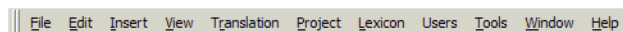
3 If you want to switch that language, click on the dropdown arrow and select the language of your choice. The available languages are:

❑ English

❑ Dutch

❑ French

❑ Russian

❑ Spanish

The Menu Bar

As in most Windows applications, almost all of Déjà Vu X Standard's functions are accessible through the menu bar.

The File Menu

The commands in the **File** menu are the standard Windows options for creating, opening, and closing a file as well as several import and export options.

You can find a complete list of **File** menu commands as well as the available keyboard shortcuts and toolbar icons in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Edit Menu

The commands in the **Edit** menu include the standard Windows options for copying, cutting, pasting, searching, replacing, and selecting text, as well as for changing the case of selected text and joining and splitting sentences.

You can find a complete list of **Edit** menu commands as well as the available keyboard shortcuts and toolbar icons in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Insert Menu

The **Insert** menu includes AutoText- and AutoCorrect-specific commands and commands to populate (copy) text from source to target and to insert text from the databases.

You can find a complete list of **Insert** menu commands as well as the available keyboard shortcuts in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The View Menu

The **View** menu lets you toggle the sorting order of your project and switch between the **Project Explorer** and the **File Navigator**.

You can find a complete list of **View** menu commands as well as the available toolbar icons in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Translation Menu

The **Translation** menu consists of commands to search and add to the databases, propagate translations, and perform consistency checks between the source and target.

You can find a complete list of **Translation** menu commands as well as the available keyboard shortcuts and toolbar icons in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Project Menu

The **Project** menu commands give you access to the **Project Properties** dialog, they allow you to add the complete project to the translation memory, to detect and/or unmark duplicates in source and/or target sentences, and provide access to SQL commands.

You can find a complete list of **Project** menu commands as well as the available keyboard shortcuts and toolbar icons in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Lexicon Menu

The commands in the **Lexicon** menu give you access to generate and maintain a lexicon.

You can find a complete list of **Lexicon** menu commands in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Users Menu

In the **Users** menu, you can find commands to log in into your project and to log out of your project.

You can find a complete list of **Users** menu commands in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Tools Menu

In the **Tools** menu, you can find commands to access the spell checker, the word count module, different languages for the user interface, the Windows **Character Map**, the Déjà Vu X Standard **Options** dialog, commands to convert databases from earlier versions of Déjà Vu, to customize the look of Déjà Vu X Standard, and to repair or compact the project.

You can find a complete list of **Tools** menu commands as well as the available keyboard shortcuts and toolbar icons in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Window Menu

The **Window** menu consists of the standard Windows commands that allow you to re-configure the way in which Déjà Vu X Standard's windows are displayed and to rearrange the icons.

You can find a complete list of **Window** menu commands as well as the available keyboard shortcuts and toolbar icons in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

The Help Menu

The commands in the **Help** menu give you access to the Help system and information about the current version of Déjà Vu X Standard.

You can find a complete list of **Help** menu commands as well as the available keyboard shortcuts and toolbar icons in the Appendix under "The Menu Commands and Toolbar Icons" on page 477.

Keyboard Shortcuts

It is a good practice to learn the keyboard shortcuts for the Déjà Vu X Standard functions you use most often, since this will let you work faster and more efficiently. You will find the default keyboard shortcut for each function (if there is one) beside the function's name on the menu. An additional expanded list can be found under "The Keyboard Shortcuts" on page 486.

However, all keyboard shortcuts can be customized to fit your particular preferences.

To customize the keyboard shortcuts

To customize the keyboard shortcuts, select **Tools>Customize** and click **Keyboard** at the bottom of the **Customize** dialog.

The **Customize Keyboard** dialog appears.
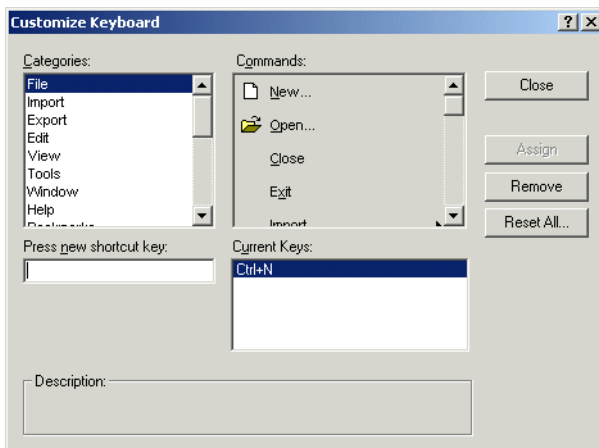
In the edit box under **Press New Shortcut Key**, you can edit existing shortcuts or add shortcuts to commands that do not have an assigned shortcut.

1   Position your cursor in the edit field and press the new key combination.

2   Click **Assign** and **Close**.

*By clicking on **Reset**, you can reset the keyboard shortcut values to the original values.*

The Toolbar

The toolbar gives you access to the most often-used commands for each file type.

Here is an example of the **Standard** and the **Project** toolbar. (For an explanation of the buttons, see "The Menu Commands and Toolbar Icons" on page 477.)

Just like the shortcut keys, the toolbar is completely configurable as well.
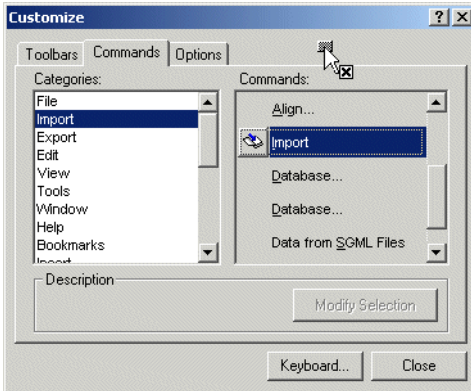
To customize the toolbars

To customize the toolbars, select **Tools>Customize** and select the desired toolbars in the **Toolbars** tab of the **Customize** dialog.
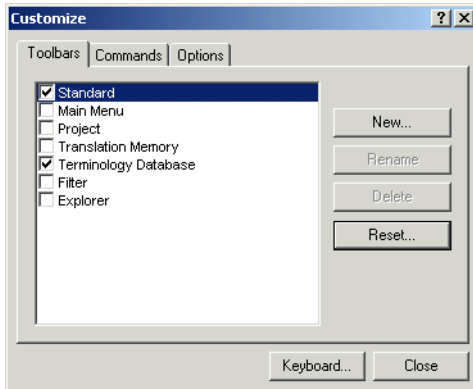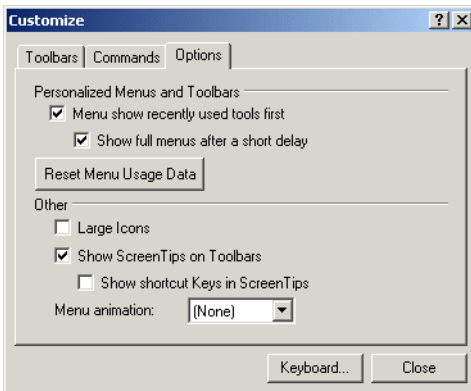

*You can also create new toolbars by clicking on the **New** button.*

To customize existing toolbars

To customize existing toolbars, select **Tools>Customize>Commands** and drag the desired commands out of or into the existing toolbars.

The final tab of the **Customize** dialog offers you several more options to customize your view of the menus, toolbars, and other features.

To customize currently displayed toolbars

You can customize currently displayed toolbars by the options described under "To customize existing toolbars" on page 22, or you can click on the down arrow at the end of these toolbars.
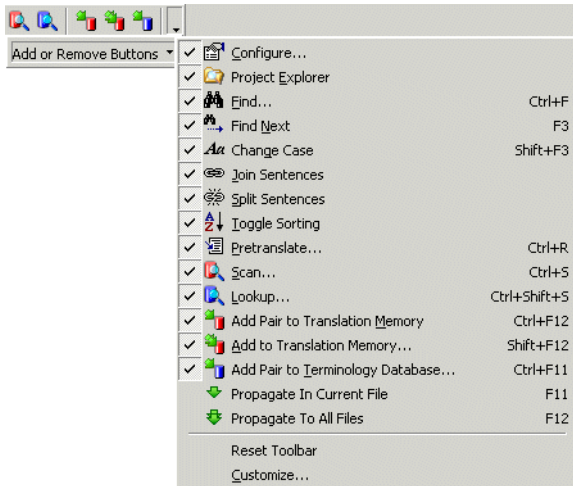
This will open a menu with all default buttons.

You can select or deselect each one of them and activate your selection by clicking **Reset Toolbar**.

–Or–

You can select **Customize** to access the **Customize** dialog.

The Translation Grid

The main module of Déjà Vu X StandardProfessionalWorkgroup's translation interface is the *translation grid*, the interface in which you actually perform any translation activity.

Unlike in previous versions, translation activities are by default performed directly within the grid, which resizes itself automatically to accommodate differing lengths of sentences.
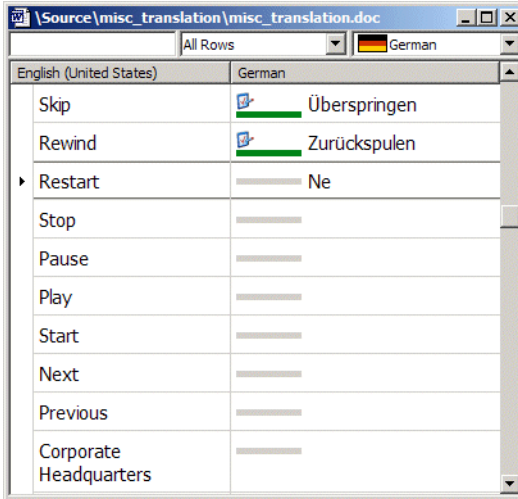
To help you find your current position within the open file or project, the current row is marked with a little black arrow (▶) to the left of the source sentence and is surrounded with emphasized row borders.

The colors of the translation grid lines can be changed to any color you prefer. For more information on changing colors, see "To change the colors of the indicator bars" on page 29.

Edit and Selection Modes

There are two different modes in a Déjà Vu X Standard project: the *edit* and the *selection* mode. The edit mode is the default mode that you work in as you translate and edit sentences. In that mode you can select text in the source and/or target of the current row, but you cannot select (highlight) the complete row. To do that you will have to switch into the selection mode.

To switch into the selection mode

1   Make sure your cursor is in a specific row.

2   Press the Esc or the Enter key.

**3**   You can see that the complete row is now highlighted.

To switch back into the edit mode

1   Press the Enter key or double-click the source or target sentence.

2   You can see that the row is not highlighted anymore.

Translating in a Separate Text Area

Some translators prefer to work in a vertical manner, i.e., with source and target positioned on top of each other. You can do that by selecting **Tools>Options>Environment>Edit in separate text area>Split text area vertically**.

Other benefits of this display mode include a more obvious highlighting of the currently selected row and the fact that you never have to scroll to find the currently selected row.
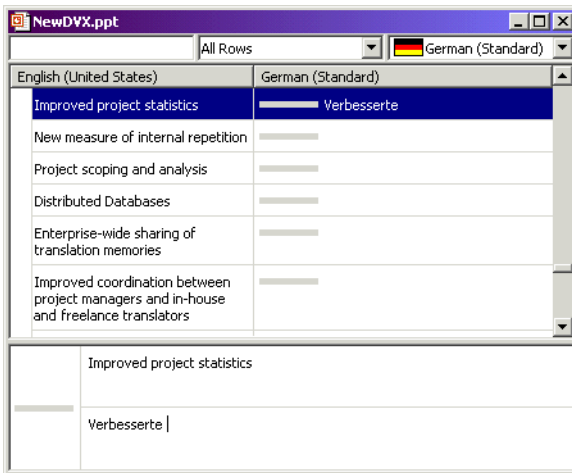
If you choose to work in this manner, the actual grid will automatically switch into selection mode so that you cannot edit directly within the cells.

The File Navigator

The **File Navigator** is presented in a small pane on the right of your screen. It displays all the files and the lexicon in your project so you can easily switch from one file to the next. This is especially helpful because in Déjà Vu X Standard projects you can import and process any file of any file type that is supported by Déjà Vu X Standardfrom anywhere on your local machine or network.
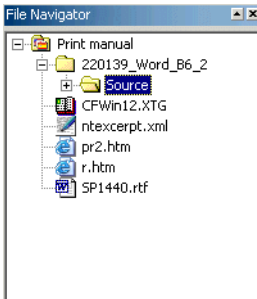
The Selector Row

Above the source and the target cells, you will find a row with three boxes: text locator, rows selector, and target language selector.

From left to right, you will find:

- ❑ Text/Record Locator

- ❑ Rows Selector

- ❑ Language Selector

The Text/Record Locator

If your sort order is the default "natural" order—the order in which the sentences appear in the source document—you can use this row to enter the number of the record project line you would like to jump to.

If your sort order is "alphabetical"—the alphabetical order of the sentences in the source document—you can type the first few letters of the first word of the line you want to jump to.
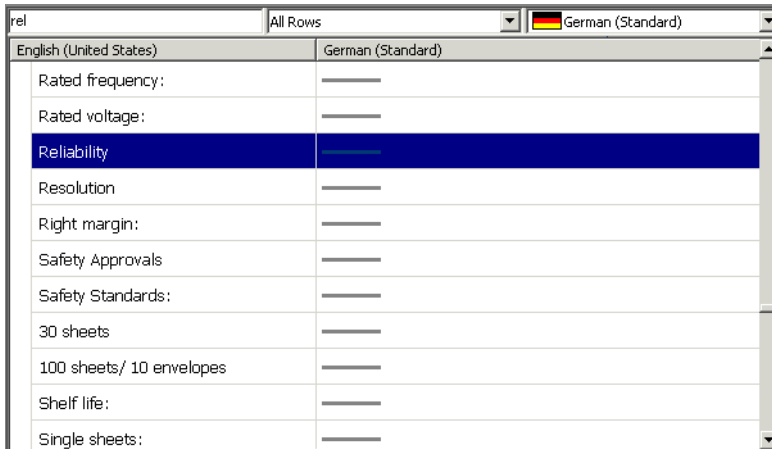
Generally you will want to translate in the natural order because it allows you to see how each particular sentence fits into the flow of the document.

To switch between natural and alphabetic order

1   To sort *alphabetically*, click the button on the toolbar.

–Or–

To sort *naturally*, click the button on the toolbar.

When you switch from one mode to the other, Déjà Vu X Standard will keep the same current record.

The Rows Selector

You can choose to filter and display only certain kinds of rows, e.g., exact matches, fuzzy matches, pending rows, etc. You can see that each status is associated with a colored status indicator bar that matches the color indicator in the translated cells.

The available status filters are:

- All Empty Rows

- All Empty Except Locked Rows

- All Rows

- All Unpainted Rows (default grey indicator bar)

- Multiple Exact Match Rows (indicator: blue, underlined font)

- Exact Match Rows (default dark green indicator bar)

- Guaranteed Exact Match Rows (default orange indicator bar)

- Fuzzy Match Rows (default light green indicator bar)

Usually, fuzzy matches are not displayed with a solid light green bar, but with a split green/grey bar that indicates the percentage of fuzziness.

- Assembled Rows (default dark blue indicator bar)

- Fuzzy Propagated Rows (default gold indicator bar)

- Exact Propagated Rows (default light blue indicator bar)

- Finished Rows (indicator symbol:)

- Locked Rows (indicator symbol: golden   for manual lock and green   for a guaranteed match lock)

- Rows with Comments (indicator symbol: blue   or, if combined with marker for inconsistent terminology: violet)

- Rows with Comments in Source (indicator symbol: blue)

- Rows with Comments in Target (indicator symbol: blue or, if combined with marker for inconsistent terminology: violet)

- Rows with Inconsistent Terminology (indicator symbol: red or, if combined with comments: violet)

- Wrong Codes Rows (indicator symbol:)

- Duplicate Rows (default indicator: grey vertical bar to the left of source)

- SQL Statement (opens the Select SQL dialog. For more information, see "To use the SQL Statement view" on page 31.)
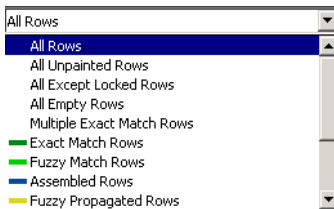
This dropdown box also provides an instant overview of the meaning of each of the colors displayed in the status indicator bar in each sentence.

Another helpful way of instantly reviewing the status of a certain row is to place your mouse cursor over the indicator bar section. A tooltip-like window will appear in which you can review the status information of the current row, the user who last modified it, the date and timestamp of the last modification, as well as various other bits of information.
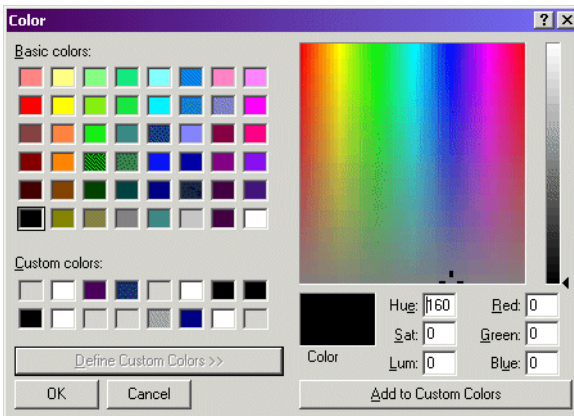

To change the colors of the indicator bars

1   Select **Tools>Option>Display**.

2   The **Display** tab in the **Options** dialog is displayed.

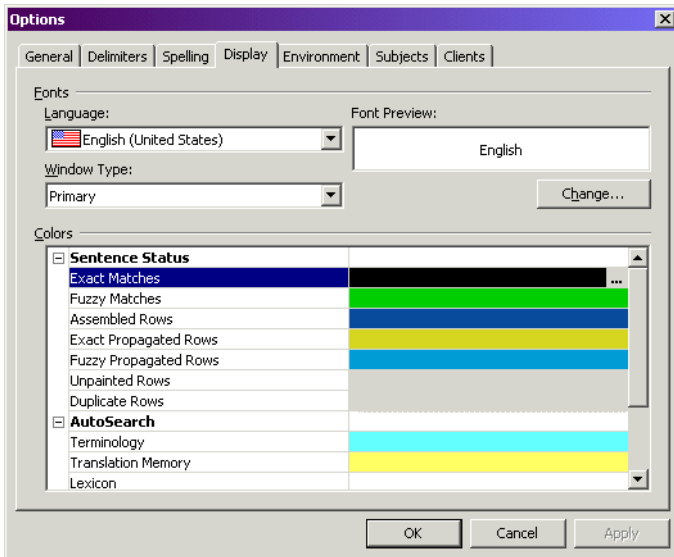**3**   Select the status row whose indicator color you want to change.
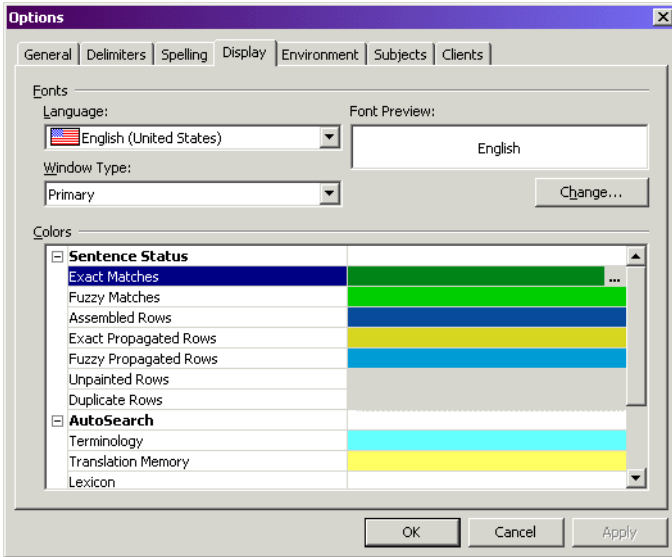
4   Click the selector button (⬜) that appears to the right of the row.

5   The **Color** dialog appears.

6   Select the desired color and click **OK**.

7   The selected row is now displayed with the new color setting.

8   Click **Apply** and/or **OK**.

To remove the sentence status indicators

To reset the sentence status to the unpainted row status, you can right-click the row in question and select **Reset Sentence Status**.

–Or–

Press Ctrl+Shift+U.

This will remove all status indicators with the exception of Wrong Codes, Comments, and Terminology Mismatch.

To use the SQL Statement view

The idea of the SQL Statement view is to give you complete flexibility as to what subset of rows in your project you would like to view.
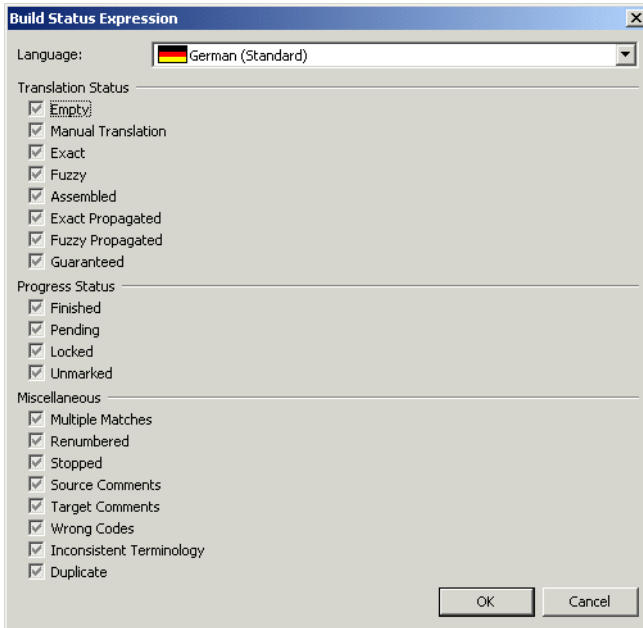
1 Select **SQL Statement** from the **Rows Selector** dropdown list.

2 The **Select SQL** dialog appears.
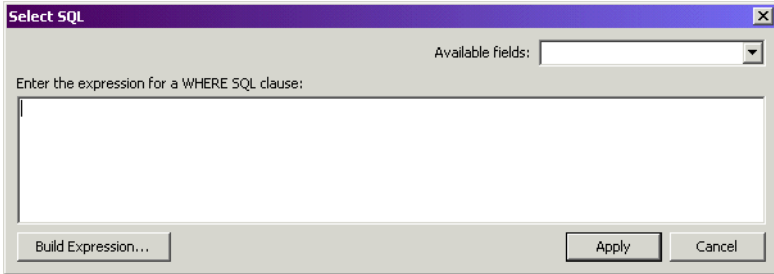
3 If you are familiar enough with SQL and the database structure of Déjà Vu X Standard, you can directly enter an SQL expression starting after the WHERE clause.

–Or–

You can select **Build Expression** to open the **Build Status Expression** dialog.

4 In this dialog you can check (include) or uncheck (exclude) certain status criteria. The **Translation Status** criteria are mutually exclusive and so are the criteria under Progress Status (i.e., they have an OR relationship), but the criteria from the two different groups are combinable. For instance, if you want to view all rows that

are empty or assembled and not locked, you make the following selection:
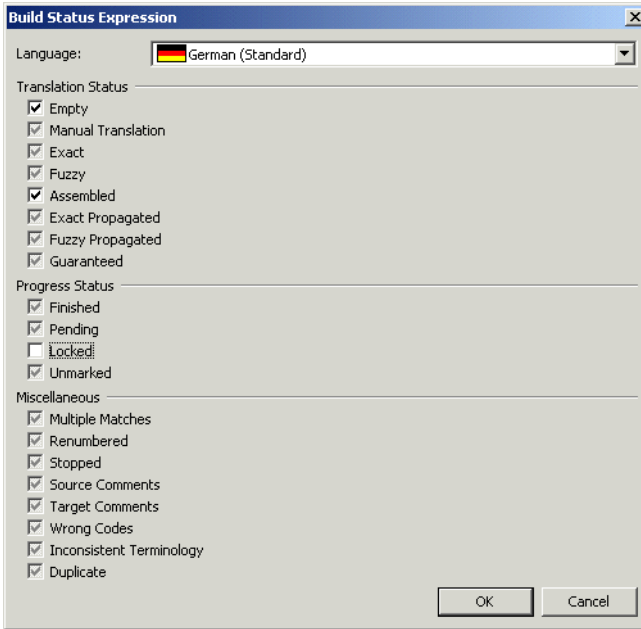
5 Upon clicking **OK**, you will see the following expression entered into the **Select SQL** dialog:
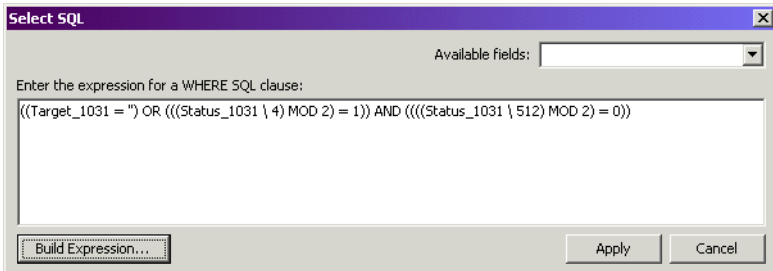
6   Selecting **Apply** will now display all rows that are either empty or assembled but not locked.

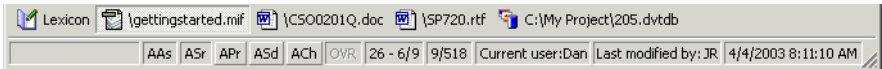> *If you prefer to change this expression, you can easily modify it manually.*

The Language Selector

You can use the language selector to switch between the different target languages that you may have in your project.

The Status Bars

Déjà Vu X Standard has a stacked status bar:

The upper portion of the bar displays all currently open files (including memory and terminology databases) and allows for easy toggling between the files.

On the lower portion you can see from left to right:

- five little shortcut buttons—**AAs**, **ASr**, **APr**, **ASd, ACh**—which you can click to activate and deactivate AutoAssemble, AutoSearch, AutoPropagate, AutoSend, and AutoCheck.

> *If you are viewing the whole project instead of a single file (see "Selecting the Complete Project" on page 43), you can also see the file name you are currently working on to the very left of the lower status bar.*

- an **OVR** (overwrite) field that can be activated and deactivated by pressing the Insert key on your keyboard.

- information about the position in the project and in the current row. The numbers in the screenshot above have the following significance:

  - there are 26 characters in the source sentence (26),

  - the cursor is at position 6 of 9 in the target (6/9), and

  - the current record position is 9 of 518 (9/518) in the currently selected file.

Some of this information can be especially helpful when translating files in which the target text is not supposed to be longer than the source.

- to the right of the position information, the **Current user** will be displayed. The displayed user name will be the user name that is selected in the security settings (see "Security Features in Déjà Vu X Standard—The Details" on page 211) or—if the security settings are not enabled—the default Windows logon name will be displayed.

Every entry into the databases will also be associated with the current user name.

- the user under **Last modified by** is the user who has previously worked on this particular sentence (if applicable).

- the date and time setting to the very right of the status bar refers to the date and time this particular sentence had been worked on before (if applicable).

Rearranging the Windows

Déjà Vu X Standard's integrated development environment (IDE) has two types of windows, *tool windows* and *document windows*.

The tool windows—which include the **File Navigator**, the **AutoSearch** window(s), the **Properties** window, or any of the toolbars—are freely dockable. This means that you can place them anywhere outside the main window on your desktop and use the standard docking features (see "Docking the Tool Windows" on page 37).

The document windows have to stay within the main window. They can be minimized within the main window and are subject to the commands in the **Window** menu (see "Window Menu" on page 483).

This allows you to arrange the windows so they fit your particular work environment.
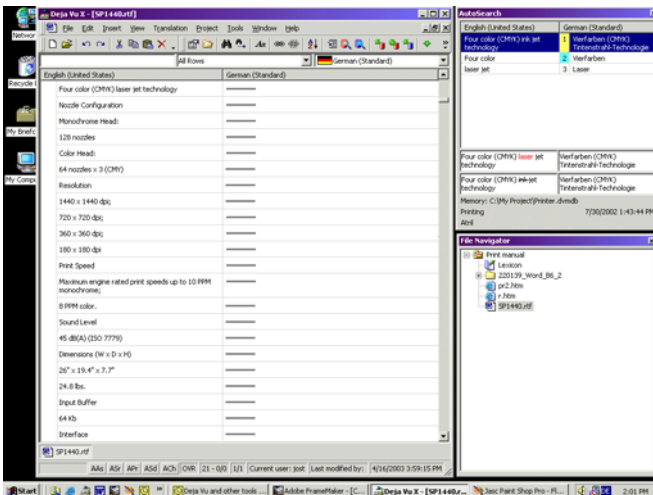
With this feature you can even work on more than one monitor.

Docking the Tool Windows

Dockable windows are windows that align themselves with the edge of another interface element, usually a window or a pane.

To dock a tool window

1 Click the window title bar and keep the mouse button pressed.

2 Drag the selected window to another location in the main window.

3 If you drag the window close to another interface element within the main window, the dockable window automatically aligns itself with the edge of the closest interface element.

> *If you want to move a window within the main window without using the docking feature, press the Ctrl key while you drag the window.*

To arrange tool windows within the main window

1 If you choose to have your tool windows within your main window, you can stack them above each other.
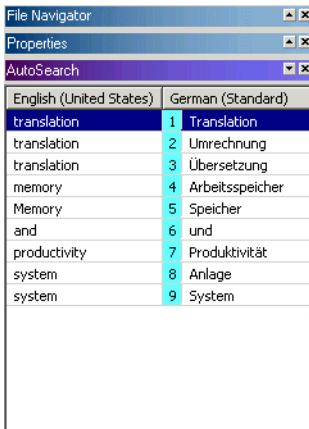
2 You can bring underlying windows to the front by clicking the ▲ button on the title bar.
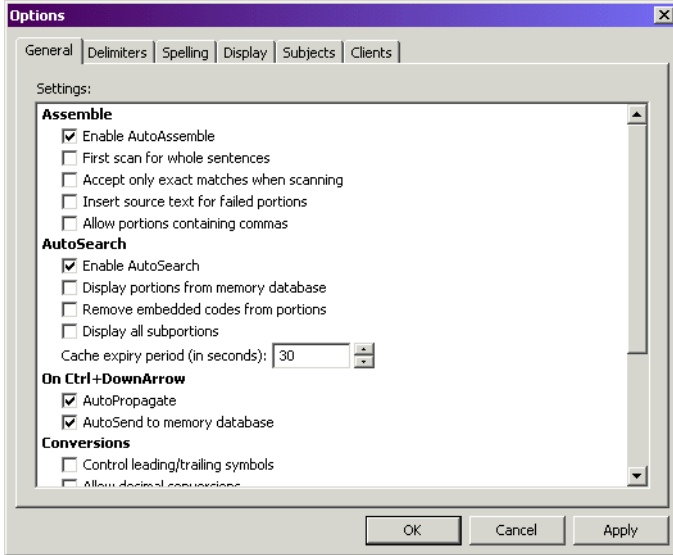
–Or–

You can close individual windows by clicking the ✕ button on the title bar.
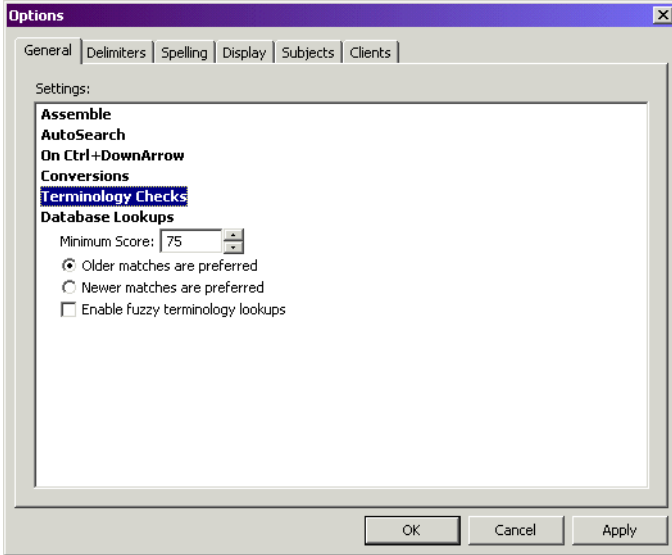
Managing Option Catalogs

In a number of dialogs within Déjà Vu X Standard, long lists of options go beyond the dimensions of the dialog windows.

You can scroll through these lists with the help of the scrollbar or the wheel mouse, or you can minimize the option headings by double-clicking on them.
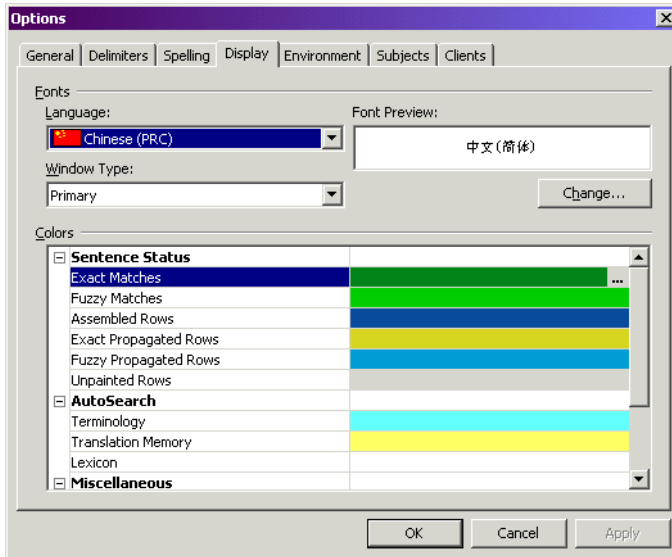

Setting the Font

The default font setting that Déjà Vu X Standard comes with is Tahoma 10. You can change both font and size information.

To change the font setting

**1**   Click the **Display** tab to display the corresponding page.

2   Click the **Language** drop-down arrow and select a language.

3   Click the **Window Type** drop-down arrow and select a window type.

This option allows you to define different fonts or font sizes to the main project, translation memory, or terminology database view (the primary windows) and the AutoSearch, lookup, or scan windows (the secondary windows).
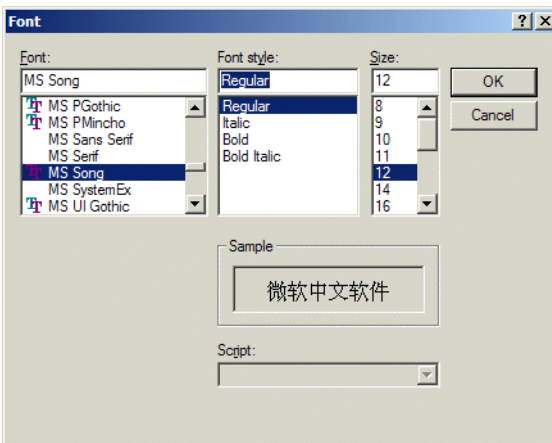
4   Click **Change**.

The **Font** dialog appears.
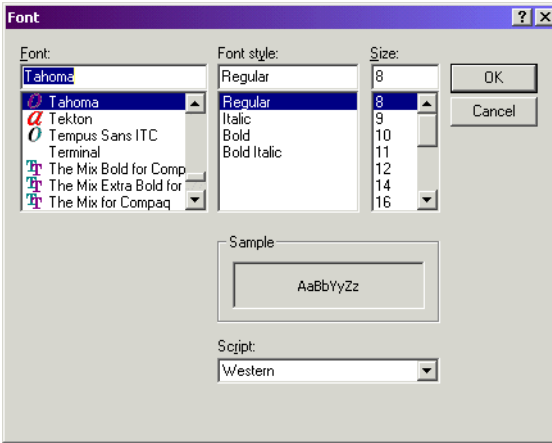
5   Select the font, style, and size you want Déjà Vu X Standard to use when displaying text in this language.

You should be able to see the new font in the **Sample** area of the **Font** dialog.

6   Click **OK** to accept the font settings.

Moving Around

There are several ways to move around within Déjà Vu X Standard.

Selecting Individual Translation Files

You can select any of the imported files or the lexicon by double-clicking on the file name in the **File Navigator** or the **Project Explorer**. The file will be opened in the main area of the Déjà Vu X Standard interface.

Selecting the Complete Project

One of the great strengths of Déjà Vu X Standard is batch processing. While it allows you to work in individual files, it also allows you to view the complete project and work in it as if it were one file. We call this the *All Files* view.

To view all files, double-click the name of the project in the **File Navigator** pane.
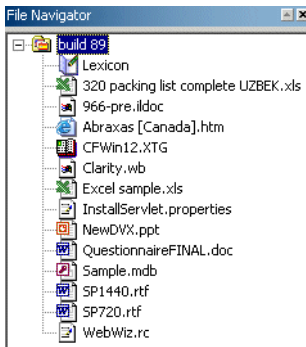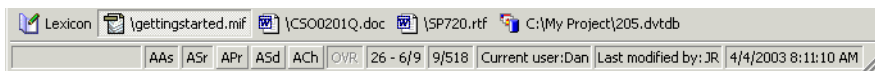

As soon as you switch to the *All Files* view, the name of the file you are currently working on appears in the status bar.
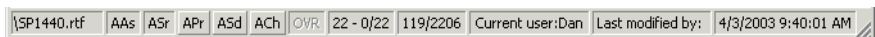
Selecting Open Translation Files, Projects, and Databases

You can select already-opened files by clicking on the link in the upper portion of the status bar.

Jumping to a Specific Record in the Project

You can enter the record number or the first few letters of the first word of the record you want to jump to in the Text/Record Locator. For more information, see "The Text/Record Locator" on page 26.

Switching Lines within a Translation File or Project

As you translate, there are a number of keystrokes that you may want to use to go from one sentence to the next:

- Ctrl+DownArrow to go to the next sentence.

- Alt+DownArrow to go to the next untranslated sentence.

- Ctrl+UpArrow to go to the previous sentence.

- Alt+UpArrow to go to the previous untranslated sentence.

- Alt+RightArrow to go to the next sentence. The row status will not be changed and none of the automated features will be enabled.

- Alt+LeftArrow to go to the previous sentence. The row status will not be changed and none of the automated features will be enabled.

*If you select **Tools>Options>Lock vertical scrolling in project view**, your row selection will always be in the same relative position in the project table, i.e., if you have selected a row in the middle of the project table, moving to the next row will shift the table instead of your position in the table.*

If you want to move to different sections of your current file, you can do that with the help of keystrokes by switching into the *selection* mode (see "Edit and Selection Modes" on page 24).

To jump to different sections of the open file in the selection mode

The following keystrokes are available:

- Ctrl+PgUp to go to the beginning of the file

- Ctrl+PgDown to go to the end of the file.

The scrollbar also offers a convenient way to quickly change position within your current file or project either in selection or edit mode. Clicking on the up and down arrows on the top and bottom of the scroll bar will scroll one sentence up or down in your project, or you can drag the selection button in the scroll bar to anywhere in your project. Windows 2000 and XP users can also right-click the scrollbar and select one of the following options:

Scroll Here
Top
Bottom
Page Up
Page Down
Scroll Up
Scroll Down
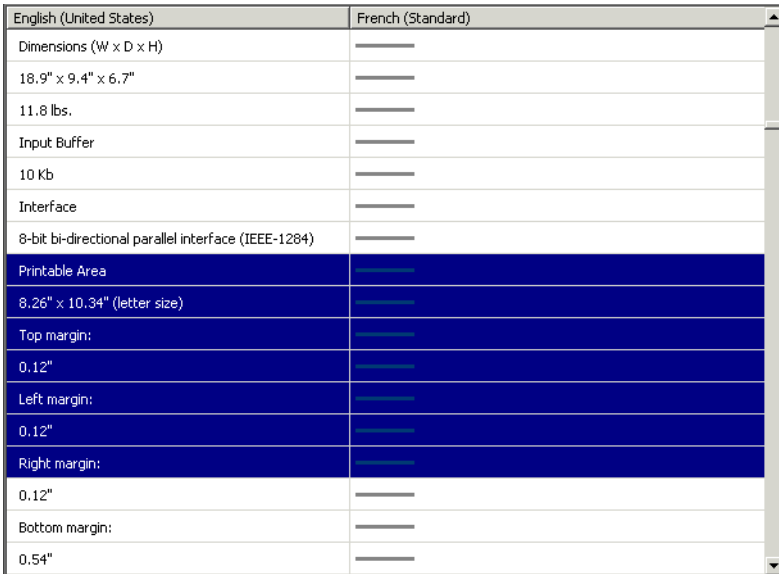
If you use a mouse with a wheel, you can also use the wheel to scroll up and down your project file.

Selecting Rows

Selecting Rows in the Selection Mode

You can select a row in a Déjà Vu X Standard project file by switching into the selection mode. You can find more information about this under "To switch into the selection mode" on page 24.

If you press the control key, you can select several rows at a time, and pressing Ctrl+Shift allows you to select a range of rows.

English (United States)	French (Standard)
Dimensions (W x D x H)	———
18.9" x 9.4" x 6.7"	———
11.8 lbs.	———
Input Buffer	———
10 Kb	———
Interface	———
8-bit bi-directional parallel interface (IEEE-1284)	———
Printable Area	———
8.26" x 10.34" (letter size)	———
Top margin:	———
0.12"	———
Left margin:	———
0.12"	———
Right margin:	———
0.12"	———
Bottom margin:	———
0.54"	———

Other row selection keyboard shortcuts in combination with a mouse selection include:

- Shift+Home (or Shift+Ctrl+Home) to select all the rows from the current selection up to the beginning of the current file (or project in the All Files view)

- Shift+End (or Shift+Ctrl+End) to select all the rows from the current selection down to the end of the current file (or project in the All Files view)

- Shift+PgUp (or Shift+Ctrl+PgUp) to select all the rows from the current selection up to the top of the current screen

- Shift+PgDown (or Shift+Ctrl+PgDown) to select all the rows from the current selection down to the bottom of the current screen

Selecting Rows by Status

As described under "The Rows Selector" on page 28, Déjà Vu X Standard allows you to select any number of rows according to their status.

Selecting Rows by Filtering

You can display only those rows that contain a certain word or phrase, either in source or in target. This will allow you to concentrate on a subset of your project if, for example, you are having a problem with that particular word or phrase.

To filter the project on a word or phrase

1   Select the desired text in the source and/or target cell.

> *If you select text in the source and target, all sentence pairs that contain both selections will be displayed.*

2   Right-click the selection and select **Filter on Selection**.

3   Only rows that contain that particular word or phrase will be displayed.

To clear the filter

Right-click the source box or the target box and click **Unfilter** (or again on **Filter on Selection**). The checkmark beside the **Filter on Selection** option will disappear and all rows will be displayed again.

> *This feature is also extremely valuable for editing work because it allows the editor to quickly view the translation of a certain word or phrase in all occurrences within the project.*

The Project Explorer

The **Project Explorer** is the Windows Explorer-like interface within Déjà Vu X Standard that allows you to manage your files within a project. You can use the **Project Explorer** to import and export files into a project and to delete files out of a project.

> *It is important to learn the difference between the **File Navigator** and the **Project Explorer**. While the **File Navigator** allows you to navigate within your existing project, the **Project Explorer** allows you to explore the folder structure of your local and network drives to build your project.*

To access the Project Explorer

1 Select **Project Explorer** from the **View** menu.

-Or-

Click the 🖼 button on the toolbar.

-Or-

Right-click the project icon in the **File Navigator** window and select **Project Explorer**.

-Or-

Select **File>Import>Project Explorer** or **File>Export>Files (via Project Explorer)**.

2   The **Project Explorer** view appears.
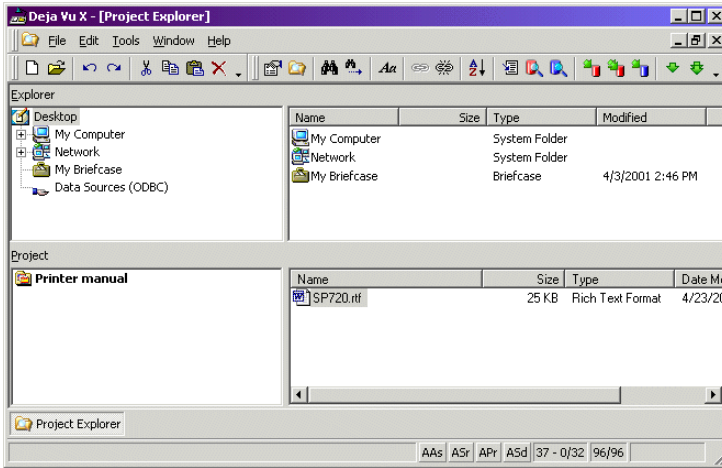
To import files with the Project Explorer

1   In the upper left-hand pane, select the directory where you have saved the file that you want to have translated.
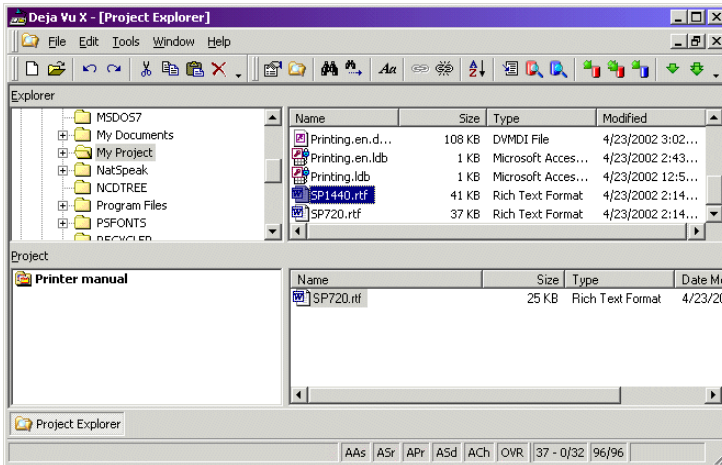
2   Click the file and drag it over to the lower right-hand pane.
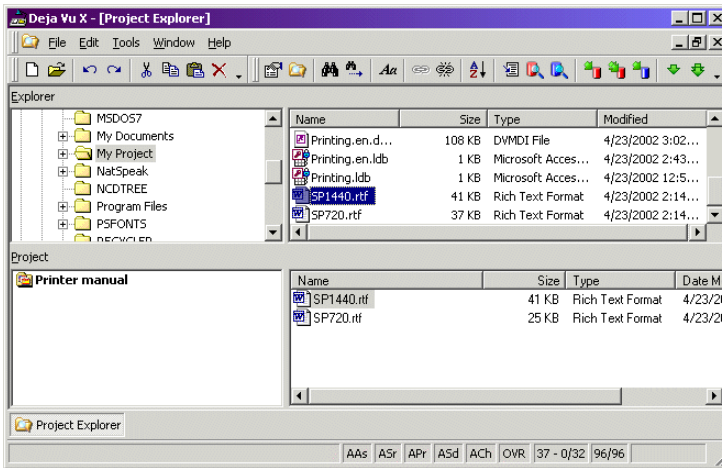
3   Select the file name and set the format-specific properties in the
        Properties window to the right of the **Project Explorer**. For more
        information on this, see "To apply specific import options" on page
        233.

*You can select several items by pressing the Ctrl key as you select them,
or a range of items by pressing Ctrl+Shift as you select the first and the
last item in that range.*

4   Right-click the file name and select **Import**.
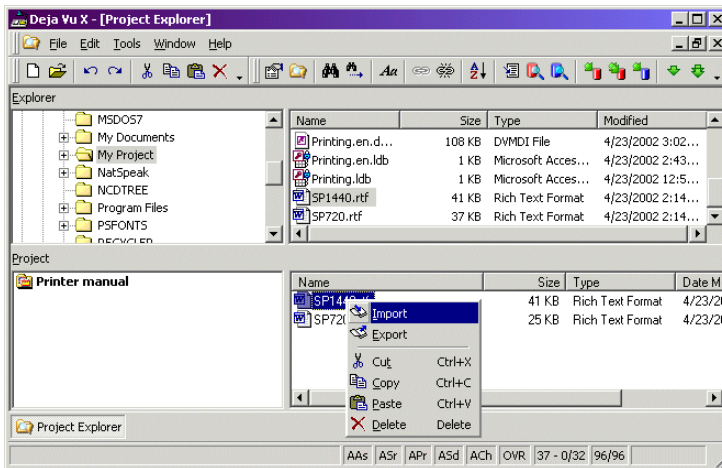
5   When the import is finished, close the **Project Explorer** by clicking on the ☒ symbol in the upper right-hand corner of the Explorer window.

If you notice that the segmentation of the source files is not adequate, i.e., individual sentences are not being split in the desired manner, this can have two reasons: the original file may been formatted badly (e.g., soft or hard returns may have been used to force line breaks) or your segmentation rules may have to be adjusted. Depending on the situation, it may be advisable to either go to the source files and correct some of the poor formatting or adjust your segmentation rules (see "Sentence Delimitation" on page 169) and reimport the files.

You are returned to the **File Navigator**, in which you can see both files displayed.
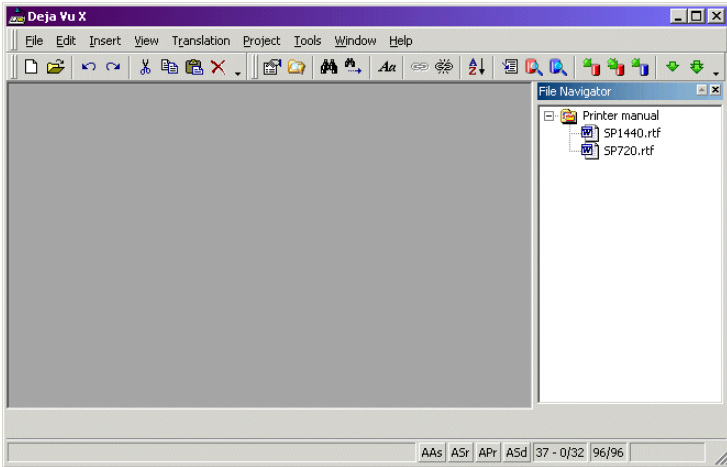
To import folders with the Project Explorer

**1** In the upper left-hand pane, select the directory where you have saved the folder that contains all the translatable files.
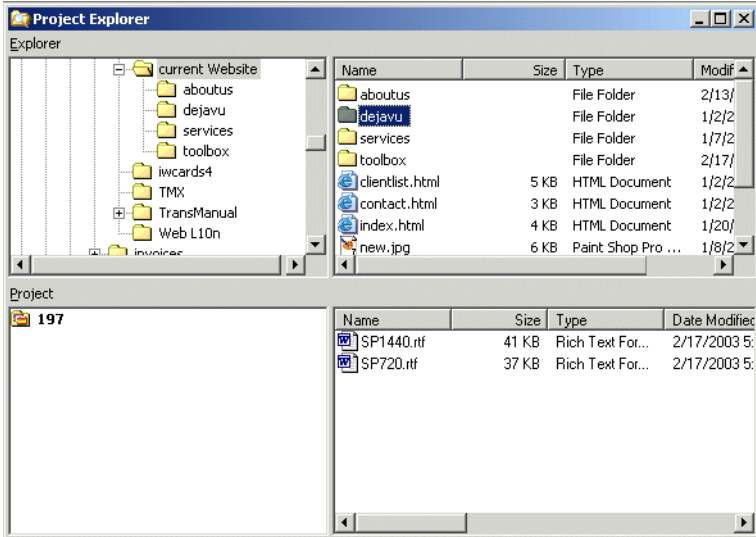
2 Click the file and drag it over to the lower right-hand pane.

3 The **Add Folder** dialog is displayed.
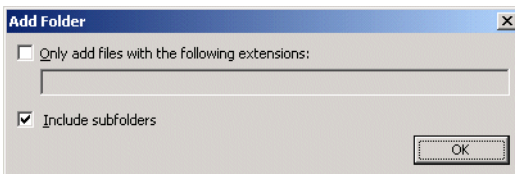
4 Check the **Only add files with the following extensions** check box if you would like to exclude certain file types from translation.

You do not have to worry about files that are not translatable within Déjà Vu X Standard, such as graphics files. These files will automatically be excluded.

If you check the check box, you can enter any file name and/or extension to which you would like to limit your import. You will have to use a semicolon if you use several file names/extensions and it is possible to use wildcards. As an example,

```
*.ht*;c*.txt
```

would include all files with an extension starting with `.ht` (such as `.htm` or `.html`) and all `.txt` files with a file name starting with `c` (such as `correction.txt` or `cd.txt`).

Check the **Include subfolders** check box if you would like to include all subfolders in the exact same structure as the original.
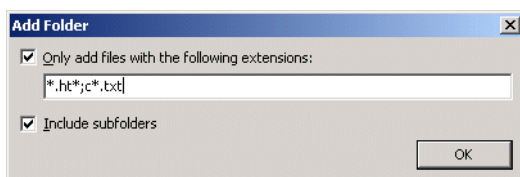
5 Select **OK**.

6 You are returned to the **Project Explorer**.
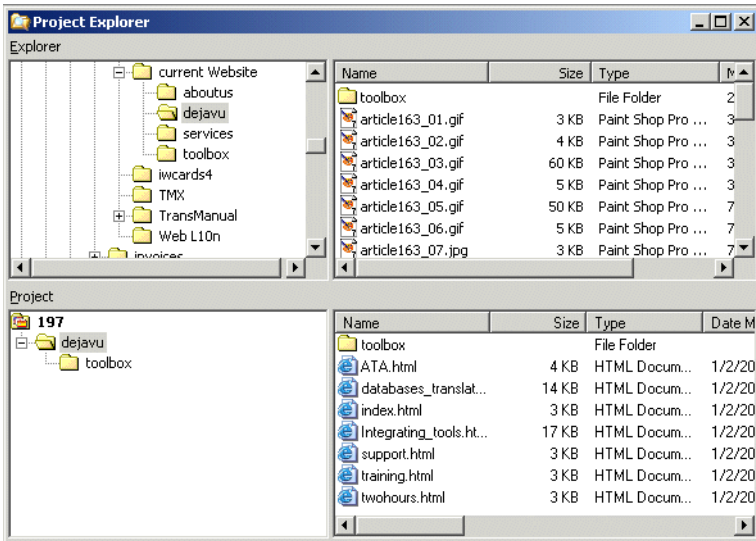
7 You can now see that the folder (dejavu) and a subfolder (toolbox) were brought over into the lower part of the **Project Explorer**, as well as only files adhering to the extension definition.

8 Select the folder and set the available properties in the **Properties** window (**Prevent Segmentation**) to the right of the **Project Explorer**.

It is possible to change the default import properties for each extension/specific file format. For more information on this, see "To apply specific import options" on page 233 and "To apply project-wide import options for each file extension" on page 234.

9 Right-click the folder name and select **Import**.
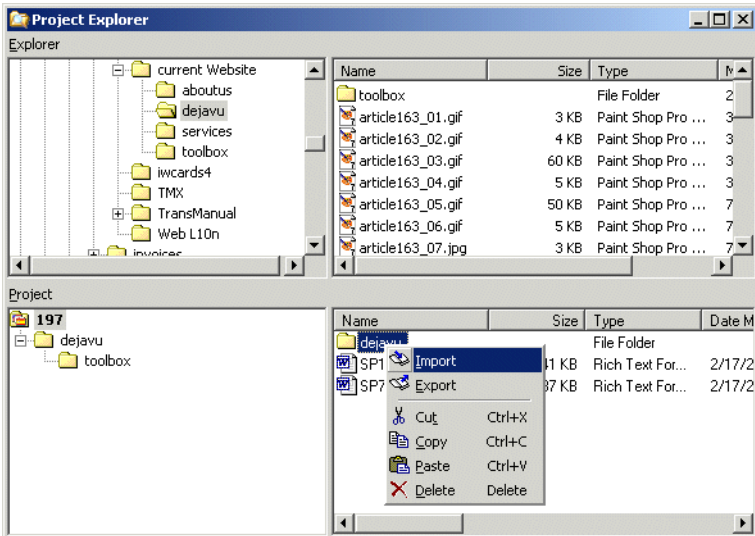
10 The import progress is displayed in the **Import Progress** dialog.
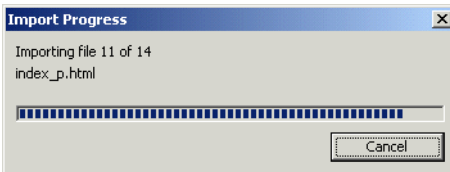
11 When the import is finished, close the **Project Explorer** by clicking on the ⊠ symbol in the upper right-hand corner of the **Explorer** window.
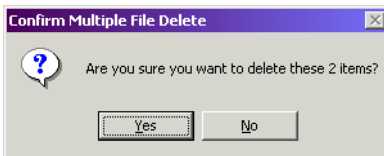
You are returned to the **File Navigator**, in which you can see all the files displayed.
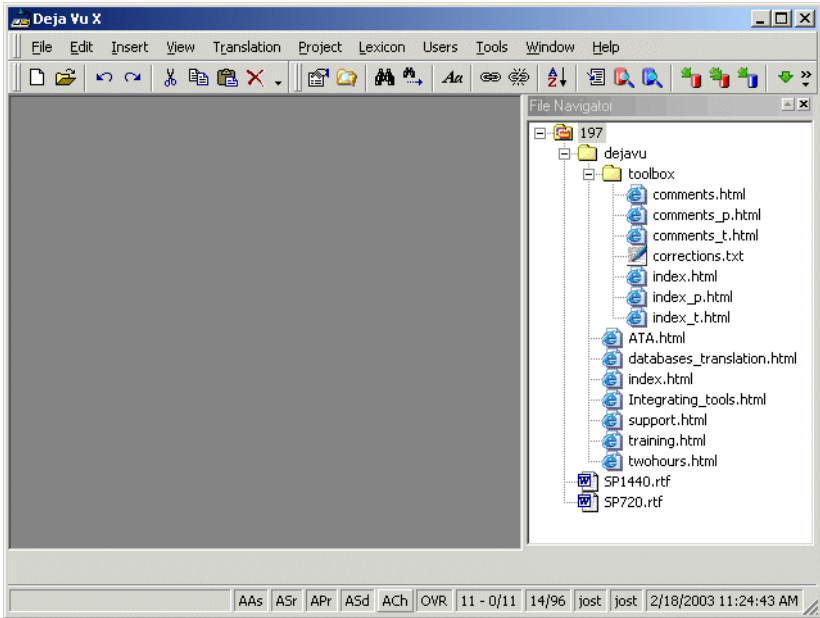
To export files with the Project Explorer

1 In the lower right-hand pane, select the file(s) or the folder(s) that you want to export.

You can select several items by pressing the Ctrl key as you select them, or a range of items by pressing Ctrl+Shift as you select the first and the last item in that range.

You can also select an entire folder for export. If you do that, Déjà Vu X Standard will export all translated files within that folder and all of its subfolders with the default export options.

2   Right-click the file or folder name(s) and select **Export**.
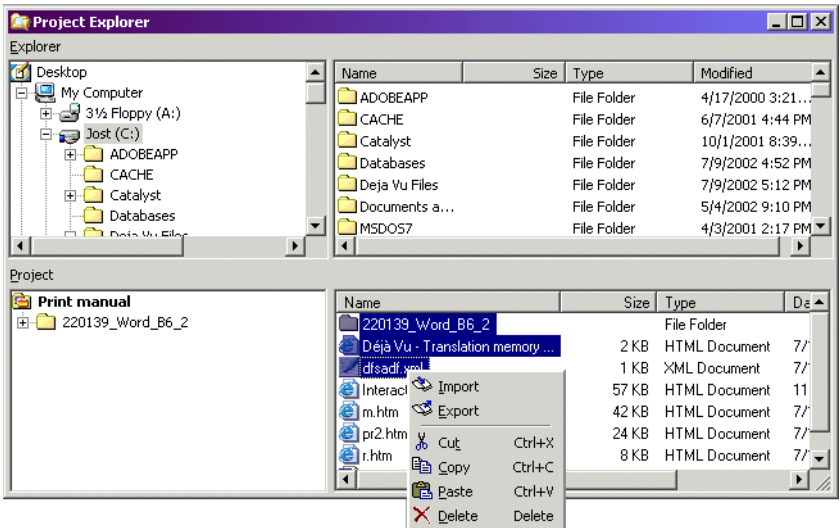
3   The **Export Options** dialog appears.
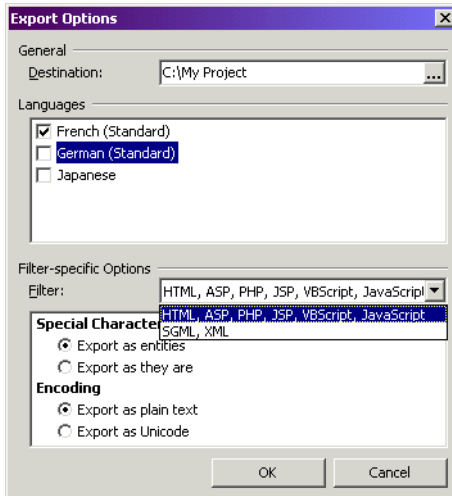
4   Under **Destination**, select the folder to which you want your files to be exported.

5   Under **Languages**, select the languages you want to export.

6   If applicable, you can define filter-specific options for the files within your project. For information about these options, see the corresponding sections in "Working with Different File Formats" on page 227.

   If you have selected more than one file type with filter-specific export options, both sets of options will be listed and you will have to make sure that you set all available options.

7   Select **OK**.

8   Déjà Vu X Standard will verify if there are any discrepancies

   ❑   in embedded codes (see page 158) and/or

   ❑   spaces at the end of sentences.

If Déjà Vu X Standard finds a discrepancy in spaces following periods, question marks, or exclamation marks, it will offer to automatically fix that discrepancy.
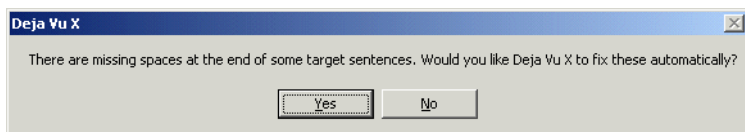
9   For each language you are exporting, Déjà Vu X Standard will create a subfolder inside the export folder, named after the code for the specific locale of that target language. For example, if you were translating the file into German (Germany), the new folder would be called `C:\My Projects\DE_DE`.

   If you have exported a complete folder, Déjà Vu X Standard will recreate the structure of that folder with all of its subfolders, containing all the files you have translated.

10 Once the export is finished, close the **Project Explorer** by clicking on the ⊠ symbol in the upper right-hand corner of the Explorer window.

11 You are returned to the **File Navigator**.

To delete files with the Project Explorer

1 Select any file(s) or folder(s) listed in the **Project Explorer** and press the delete key.

–Or–

Right-click on any file(s) or folder(s) listed in the **Project Explorer** and select **Delete**.

2 A confirmation dialog appears.

3 Select **Yes**.

4 Once the deletion is completed, close the **Project Explorer** by clicking on the ⊠ symbol in the upper right-hand corner of the Explorer window.

You are returned to the **File Navigator**, in which you can see that the files are deleted from the project.

How to view file details in the Project Explorer

You can view details for each file in your project in the **Details** fields in the **Project Explorer**.

You may have to scroll to the right to see some of the otherwise hidden fields.

Name	Size	Type	Date Modified	Source Path	Date Last Imported	Export Path	Date Last Exporte
NewDVX.ppt	1,126 KB	Microsoft PowerPoint...	10/27/2001 4:06:06 PM	C:\Deja Vu Files\Powerpoint\Ne...	Not imported		Not exported
SP1440.rtf	41 KB	Rich Text Format	4/23/2002 2:14:51 PM	C:\My Project\SP1440.rtf	10/18/2002 1:32:06 PM		Not exported
SP720.rtf	37 KB	Rich Text Format	10/18/2002 11:33:11 AM	C:\My Project\SP720.rtf	10/18/2002 11:33:14 ...		Not exported

The available fields are:

- ❑ Name
- ❑ Size
- ❑ Type
- ❑ Date Modified
- ❑ Source Path
- ❑ Date Last Imported
- ❑ Export Path
- ❑ Date Last Exported

Chapter 4

Workflow

The following is a simplified suggested workflow model for translation. The lightly shaded parts are optional and/or will be not used for every project you work on.
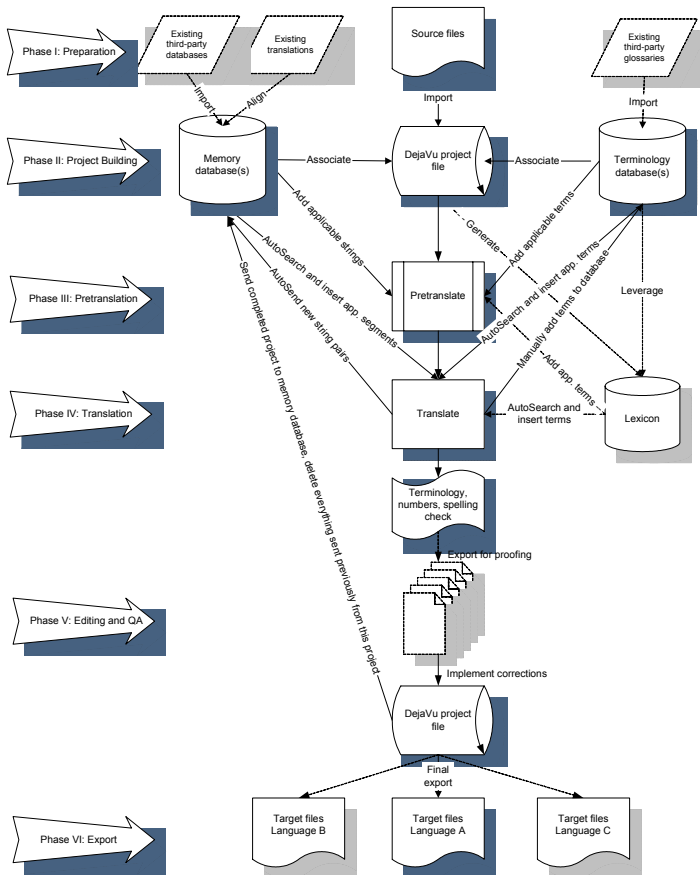
You will notice that the workflow chart is segmented in several phases. In the following sections you can find detailed information about each of the activities in the different phases.

Phase I: Preparation

The preparation phase consists of preparing the memory and terminology databases by optionally importing existing material into them (see "Import of Existing Third-Party Databases into the Translation Memory" on page 64, "Import of Existing Translations into the Translation Memory" on page 65, and "Import of Existing Third-Party Glossaries into the Terminology Database" on page 65), as well as selecting the source files for import (see "Source Files" on page 66).

Import of Existing Third-Party Databases into the Translation Memory

This component is optional and will not have to be performed every time you work on a translation project. Situations where you may want to import existing databases could include the following:

- you have received external databases from your client

- you own existing databases in other formats

- you are sharing databases with fellow translators

The formats of these databases can vary widely, including:

- Déjà Vu X Translation Memory—for merging other Déjà Vu X translation memories into the existing one.

- Déjà Vu 2.x/3.x Memory Database—for importing memory databases of earlier versions of Déjà Vu.

- Text—for importing delimited text files (tab, comma, etc.).

- Access 9x/2000/XP—for importing databases from various versions of Microsoft Access.

- Excel 9x/2000/XP—for importing databases from various versions of Microsoft Excel.

❑ Trados Workbench Databases—for importing databases from translation memories from the Trados Workbench .txt format.

❑ TMX—for importing databases from the Translation Memory EXchange format, an XML-based exchange format between different CAT tools.

For more information on importing external databases, see "Importing External Data" on page 356.

Import of Existing Translations into the Translation Memory

The alignment module in Déjà Vu X Standard allows you to take the source and the target texts of an existing translation and create a translation memory from them.

As a rule of thumb, it's a good idea to primarily rely on building databases by actually doing translation within the Déjà Vu X Standard translation environment. But the alignment feature can be a very powerful tool when translating documents for which you have very similar file pairs. For more information about the alignment module see "Aligning Existing Files with the Basic Aligner" on page 366.

Import of Existing Third-Party Glossaries into the Terminology Database

As with the option of importing external databases into the translation memories, this component is optional and will not have to be performed every time you work on a translation project. Situations where you may want to import existing glossaries would include the following:

■ you have received external glossaries from your client

■ you own existing glossaries in other formats

■ you are sharing glossaries with fellow translators

The formats of these glossaries can vary widely, including:

❑ Plain text (delimited by any ASCII character)

❑ Excel

❑ Access

❑   Déjà Vu X Standard terminology databases

❑   Déjà Vu 2 or 3 terminology databases;

When importing external glossaries, make sure that these glossaries are useful in Déjà Vu's workflow. Glossaries of most other tools are mere dictionaries, but in Déjà Vu X Standard's case they are active entities that automatically insert text into segments. That means that if you have two different translations in one target field, Déjà Vu X Standard would insert both of them.

For more information on importing external glossaries, see "Importing External Data" on page 427.

Source Files

Déjà Vu can import a great variety of source files, including:

- tagged formats (SGML/XML, HTML, ASP)

- word processing, presentation, and spreadsheet formats (Microsoft Word, Microsoft PowerPoint, Microsoft Excel, and the corresponding formats from the OpenOffice.org suite)

- exchange formats (RTF, TMX)

- desktop publishing formats (Adobe FrameMaker, Adobe PageMaker, Interleaf/Quicksilver, QuarkXPress)

- database formats (Microsoft Access)

- Help formats (WinHelp RTF, Help content files)

- software development formats (Resource files, C/C++/Java source files, Java Properties, VBScript, JavaScript, GNU gettext)

- preprocessed files from other TM tools (Trados Workbench RTF, IBM TranslationManager)

For more information on each of these file formats, see "Working with Different File Formats" on page 227.

The unique power of Déjà Vu X Standard is that you can take any number of files of any variety of the above-listed formats from any location of your computer or network and import them into one project!

From a file management perspective, it may still make sense to have the files located in one folder or group of subfolders.

In most cases you do not need the originating applications installed on your machine. That means you can process QuarkXPress, PageMaker, or FrameMaker files without actually having to have the actual (and very expensive!) applications. However, there are exceptions that include Word, Excel, and Powerpoint. If you are planning to process any files that originate from these applications, you will have to have them installed.

Phase II: Project Building

The project building phase consists of selecting an existing project file (see "Selecting an Existing Project File" on page 67) or creating a new project file ("Creating a New Project File" on page 69)—which includes importing the source files and associating the file with translation memories and terminology databases—as well as building the lexicon (see "Generating the Lexicon" on page 76).

Selecting an Existing Project File

The source files for a large translation project are rarely delivered in one batch. Typically they come in one large batch and several later ones. To accommodate this, Déjà Vu X Standard allows you to import files into already-existing projects with the help of the **Project Explorer**.

To import files into existing projects

1 Open the project file.

2 Select **View>Project Explorer**.

   -Or-

Click the 🖼 button on the toolbar.

   -Or-

Right-click the project icon in the **File Navigator** window and select **Project Explorer**.

3   Select the file that you would like to import in the upper half of the window (**Explorer**) and drag it into the lower half (**Project**).
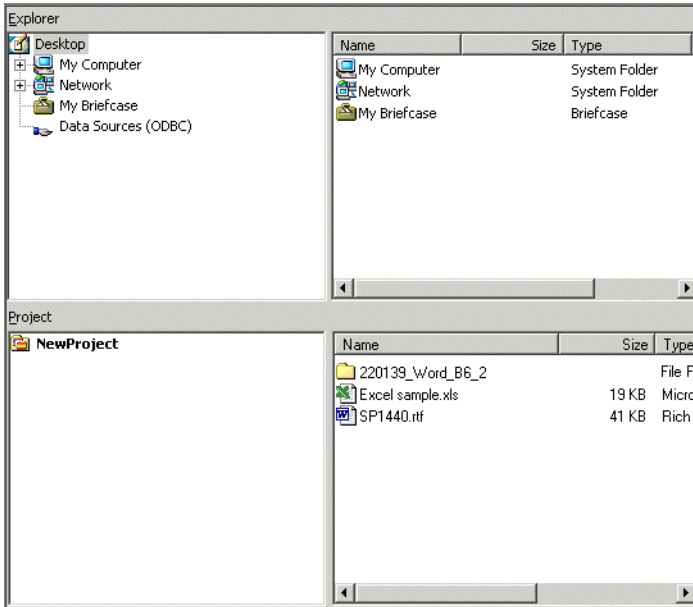
4   Select the file name and set the format-specific properties in the **Properties** window to the right of the **Project Explorer**. For more information on this, see "To apply specific import options" on page 233.

You can also select an entire folder for import. For more information on this, see "To import folders with the Project Explorer" on page 53.

5   Right-click the file or folder name, and select **Import**.
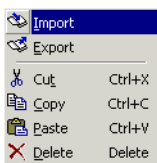
6   The file or folder is imported into the project.

Creating a New Project File

To create a new project file, Déjà Vu X Standard assists you with a powerful wizard that allows you to create a project file and associate it with existing databases and/or new databases.

To create a new project file

1   Open Déjà Vu X Standard.

2   Select **File>New**.

   -Or-

Click the ▯ button on the toolbar.

3   The **New File** dialog appears.
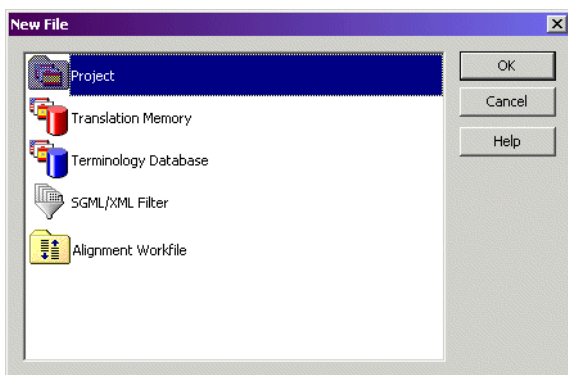
4   Double-click **Project** or select **Project** and click **OK**.

5 The **New Project Wizard** appears.
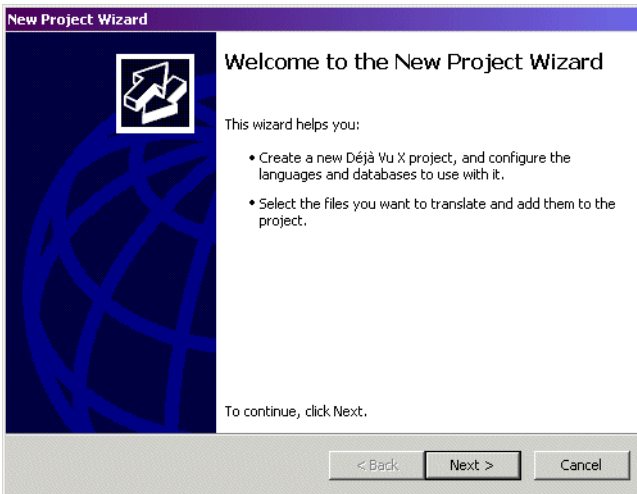
6 In the steps that follow, the wizard will guide you through the process of creating a project file by

❑ specifying a project name and file,
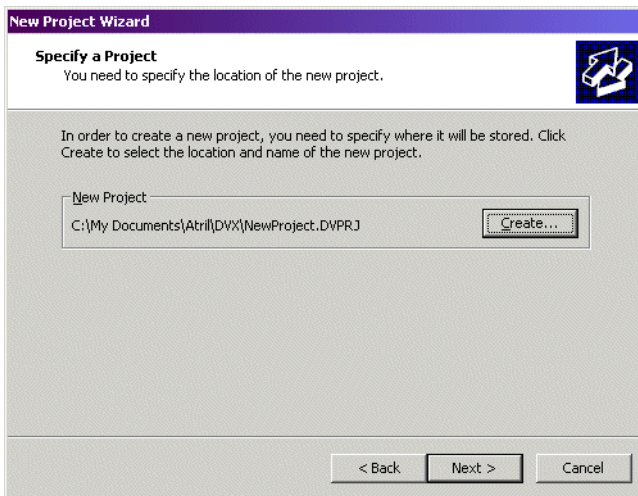
❑   selecting the languages,
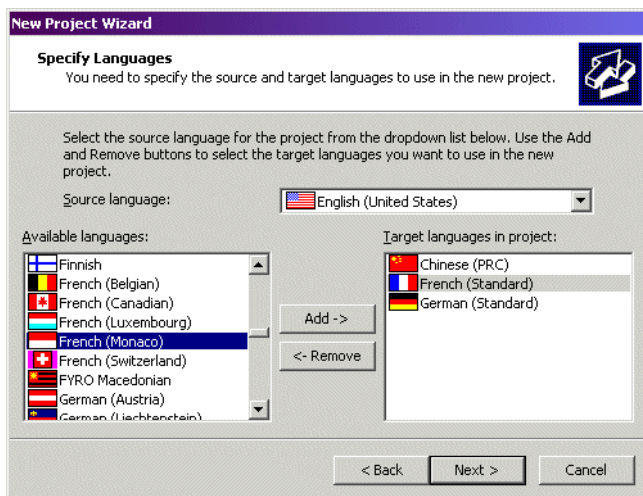
*You will notice that there are a great number of languages and sub-languages. Déjà Vu X Standard ranks the sub-languages hierarchically. If the program finds a perfect or an equally fuzzy match with the same subject and client properties and the same source sub-language (*English (United States)*, for instance) in the translation memory, it will choose it over another with a different source sub-language (*English (United States) *vs.* English (United Kingdom)*, for instance). Further, it will prefer that constellation (different source sub-languages, equal target sub-languages) to a constellation where the source sub-languages are equal but the target sub-languages are different (*French (Standard) *vs.* French (Belgian)*). For more information on the matching hierarchy, see "Clients and Subjects" on page 128.*

The list of displayed languages changes dynamically to display the last chosen languages at the top of the list.

❑ selecting or creating the associated main translation memory,
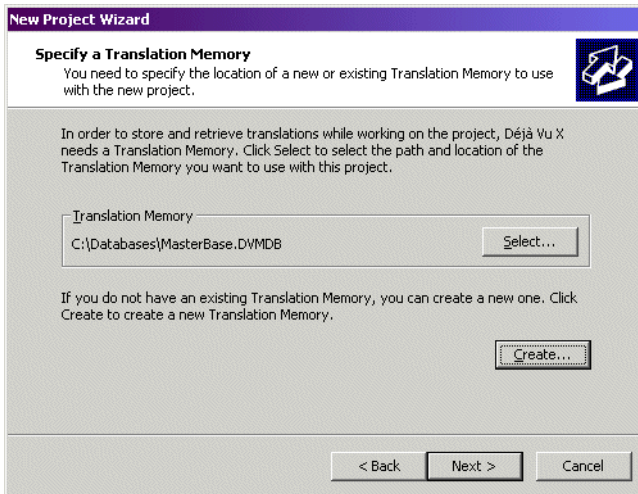
❑ selecting or creating the associated main terminology database,
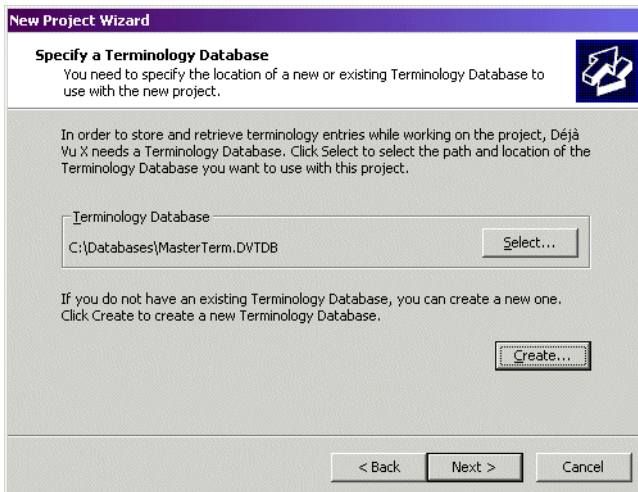
❑ selecting the source files,
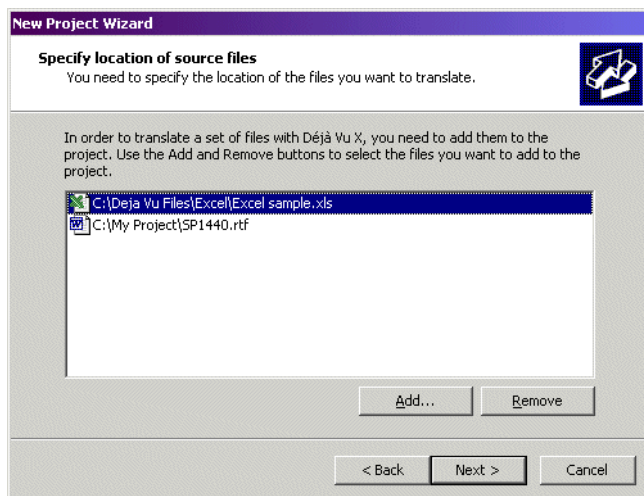
❑   and selecting a subject and a client.

The specific import properties (see p. 233) are not available with the **New Project Wizard**. The default settings in the wizard are activated segmentation (i.e., all current segmentation rules are turned on) and all other format-specific options are turned off. For information on format-specific import options, see "Working with Different File Formats" on page 227.

If you prefer to import all of your files with format-specific options, you can choose to create a project without importing any source files. In that case the **Project Explorer** *is automatically opened so that you can customize the import process.*

7 When you have made your settings, click **Finish**, and your project is created.
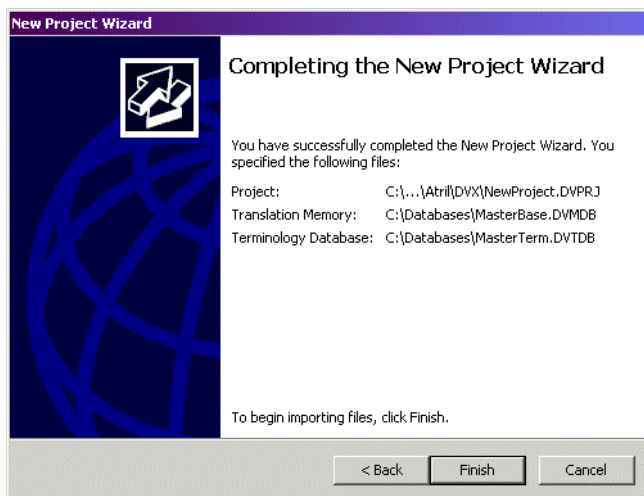
Generating the Lexicon

The project's lexicon is a list of all the source language words or phrases present in the project—in other words, an index of all terms and phrases. Once you have created this index, you can translate the terms that seem relevant to you, batch delete all other terms (for instance, terms like "the" or "to" in the image below), and Déjà Vu X Standard will use what remains as the primary glossary for your project.

Words Freq	English (United States)	German (Standard)
1 1449	the	━━━━
1 593	to	━━━━
1 432	and	━━━━
1 339	of	━━━━
1 315	a	━━━━
1 291	in	━━━━
▸ 1 171	Professional	━━━━
1 168	Workgroup	━━━━
1 168	Standard	━━━━
1 138	translation	━━━━
1 126	sentence	━━━━

Clients will often ask you to provide them with a glossary for a project you've translated for them; this will help them keep a record of the terminology used, ensuring that the same terminology is used in future projects. With Déjà Vu X Standard, creating a glossary for your client is as simple as exporting the lexicon to a text file.

The lexicon is a very useful tool, but as indicated in the light shading in the workflow chart, it is an optional component.

To create the lexicon

1 Select **Lexicon>Build Lexicon**.

2   The **Build Lexicon** dialog appears.
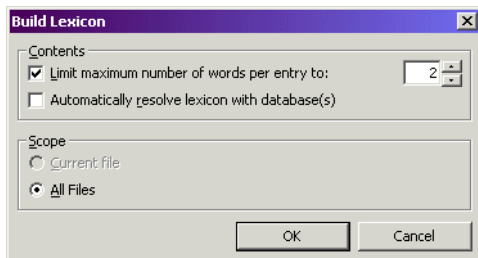
3   You are offered the following options:

❑   Specify the maximum number of words for a lexicon entry.

*Generally you will want to select **2** or **3** for this option. Higher numbers tend to result in a great deal of useless entries. Déjà Vu X Standard does not linguistically evaluate the words; it simply lists all occurrences in all combinations. For example, "The cat is black" with a maximum number of 4 would be listed as "The," "cat," "is," "black," "The cat," "cat is," "is black," "The cat is," "cat is black," and "The cat is black." Of those entries, only "cat," "black," and arguably "cat is black" would be useful entries in the lexicon.*

❑   Specify whether Déjà Vu X Standard should try to translate the lexicon entries as it creates them, using the terminology databases and translation memories for the project.

❑   Specify whether you want a lexicon for the current or all files.

4   Select the options you want, and click **OK**.

Depending on the size of the project, building the lexicon may take some time because Déjà Vu X Standard has to process each sentence in the project a number of times. While Déjà Vu X Standard is working on creating the lexicon, you will see a progress indicator in the **Build Lexicon** dialog.
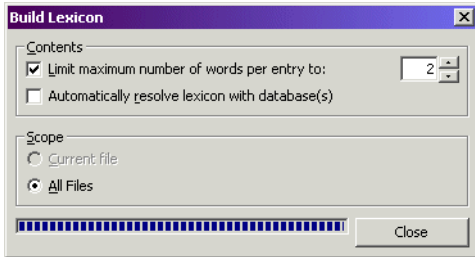
Once Déjà Vu X Standard has finished building the lexicon, you can view it by double-clicking on **Lexicon** from the **File Navigator**.
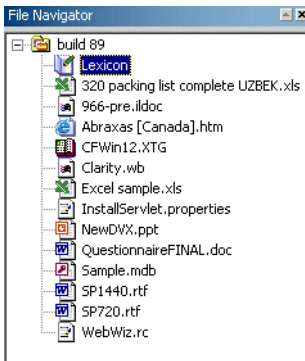
The first column on the table, with the heading **Words Freq**, shows the number of words in the lexicon entry, and the frequency, i.e., the number of times it appears in the project.

To translate the lexicon

There are several ways to translate a lexicon:

■ As you generate the lexicon, you can choose to **Automatically resolve lexicon with databases** .

- Once the lexicon is generated, you can select **Project>Resolve with Translation Memory/Terminology Database** to leverage the content of your databases against the lexicon. For more information on this, see "Resolving the Lexicon with the Databases" on page 324.

- You can manually translate it by entering the translation into the target column.

Either way, you will want to translate only those terms that are helpful for you to have in the lexicon and delete the remaining lexicon entries.

To remove rows from the lexicon

To avoid a large number of useless entries in the lexicon, you will probably want to delete the lexicon entries that only appear rarely in the project, or those that contain a very large number of words.

Déjà Vu X Standard will only use translated rows in its translation processes, so it is possible to skip this step.

1 Select **Lexicon>Remove Entries**.

2 The **Remove lexicon rows** dialog appears.
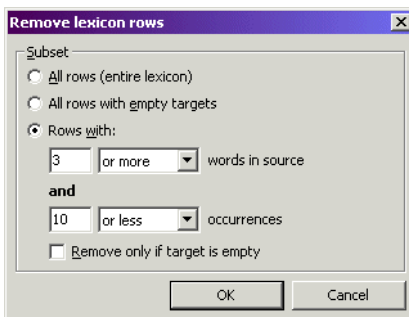
3 You are offered the following options:

❏ Remove the entire lexicon.

❏ Remove those lexicon entries for which you have not entered a translation.

This is useful when you have finished translating the useful entries in the lexicon and want to remove the rest, or when you want to export the relevant entries in the lexicon to send to your client as a glossary.

❏ Remove lexicon entries based on the number of words they contain and/or their frequency. You can also specify whether to remove those entries that satisfy these conditions **and** have not been translated, thereby preserving any special entries you decided to keep. The selection in the image above instructs Déjà Vu X Standard to delete all rows with three or more words in the source field and ten or fewer occurrences.

This kind of setting may make sense for a very large project where you have some occurrences of several hundred.

4 Select the options you want and click **OK**.

When you are done building your lexicon, you have completed the project building phase.

For more information about the lexicon, see "The Lexicon" on page 321.

Phase III: Pretranslation

The third phase of a translation project in Déjà Vu X Standard is pretranslation. Pretranslation allows you to batch leverage the content of your databases—translation memory(s), terminology database(s), and (optionally) the lexicon—against your source files.

While you could leverage on a sentence-by-sentence level as you translate (see "Phase IV: Translation" on page 83), pretranslation has the advantage of giving you a better idea of what to expect, i.e., how much actually needs to be translated.

To pretranslate a project

1 On the **Translation** menu, click **Pretranslate**.

–Or–

Press Ctrl+P.

–Or–

Click the 🔲 button on the toolbar.

2   The **Pretranslate** dialog appears.
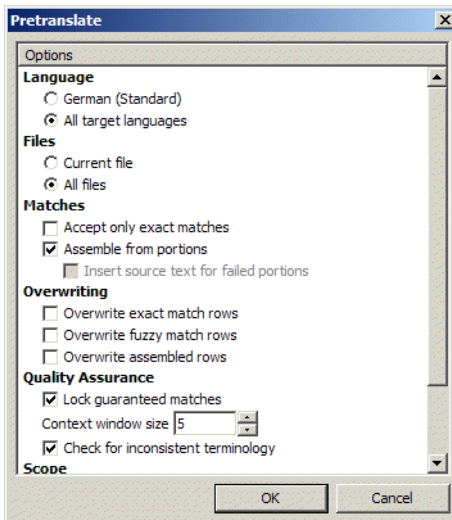
3   Set the different options as shown above and click **OK**.

❑   By unchecking **Accept only exact matches**, you instruct Déjà Vu X Standard to scan the translation memory for perfect matches; if it cannot find perfect matches, it will look for fuzzy matches.

*You can set the degree of fuzziness under **Tools>Options>General**.*

❑   By checking **Assemble from portions**, you instruct Déjà Vu X Standard to fill in portions (i.e., single words or short phrases) from the translation memory(s), the terminology database(s),

and (if available) the lexicon. Déjà Vu X Standard will also try to turn fuzzy matches into perfect ones by supplying missing terms in whole segments from the translation memory with segments from the terminology database(s) and the lexicon. To learn more about this feature, see "Assemble and Example-Based Machine Translation" on page 120.

❑ By unchecking **Insert source text for failed portions**, you instruct Déjà Vu X Standard to not copy over portions that it does not find in any of the databases from the source to the target.

Some texts are more likely to benefit from this option than others. If you are translating a text with a great amount of non-translatable code or proper names, it may make your translation task a lot easier if you activate this option.

❑ The options under **Overwriting** allow you to pretranslate segments that have already been processed and have either an exact, fuzzy, or assembled status. Though these options are not relevant for our particular aim that we hope to achieve with pretranslating, they may be helpful when you receive a Déjà Vu X Standard project file that has already been translated, but you feel that your own database(s) has a greater amount of and more accurate project-specific terminology.

❑ **Limit to current record selection** may be helpful if you only wish to pretranslate a section of a file that you are displaying through filtering or the row selector (see "Selecting Rows by Filtering" on page 47 and "Selecting Rows by Status" on page 47).

4 Once the pretranslation is finished, a status report will be displayed at the bottom of the **Pretranslate** dialog, informing you of how many segments have been processed at what status.

*At this point you can also generate a more detailed report on the word count by selecting **Tools>Word Count**.*

You will notice a colored status indicator to the left of the translations. By default, every guaranteed match has an orange indicator, every perfect match has a dark green indicator, every fuzzy match has a light green indicator, and so forth. All of these display options are configurable under **Tools>Options>Display**.

> *Even if the pretranslation inserts an exact match, it is a good practice to check the translation for any mistakes (you might have translated it wrong in the past or translated it in an entirely different context).*

If the actual match is blue and has an underline, it is an exact match for which several perfect matches have been found in the database. Right-clicking on each of these records opens a context menu in which the other translation options are displayed. If you choose one of those over the existing one, you can select it by clicking on it. To jump to the next multiple exact match line, you can press Ctrl+F3. You are strongly encouraged to check each of these matches.

Guaranteed matches, however, are matches for which Déjà Vu X Standard has automatically checked the context for you.

Phase IV: Translation

Although Déjà Vu X Standard may have done a great deal of your translation work for you, there will usually still be translation work left for you to do.

Translation—much like pretranslation—is a process where the translation work in the project file is greatly enhanced by the associated databases and the lexicon. You can manually access information in all these files and use it as a reference, but you can also let Déjà Vu X Standard do the work for you.

Essentially, there are two processes during the translation phase: leveraging from the databases, a process that can be largely automated in Déjà Vu (see "Feeding the Databases" on page 83); and feeding to the databases (see "Feeding the Databases" on page 83).

Feeding the Databases

As you can see, the databases allow you to greatly enhance your translation process; however, they can only do that because you feed them the information that they use to help you in the translation.

There are several ways to feed the databases. One is to create and translate a lexicon (see "Generating the Lexicon" on page 76), another is the manual feeding of the terminology database (see "Adding Terms to the Terminology Database" on page 84).

Adding Terms to the Terminology Database

While it makes sense to automate the process of sending data to the translation *memory*, the terminology *database* cannot be built automatically: you will have to teach the terminology database which word or phrase in your translation corresponds to which term or phrase in the source. While entering terms into the terminology database is probably the most manual process in Déjà Vu X Standard, it is still very easy and we encourage you to use it as much as possible.

To add terms to the terminology database

1   Highlight a term or phrase in the source segment and the corresponding term or phrase in the target segment with your mouse.
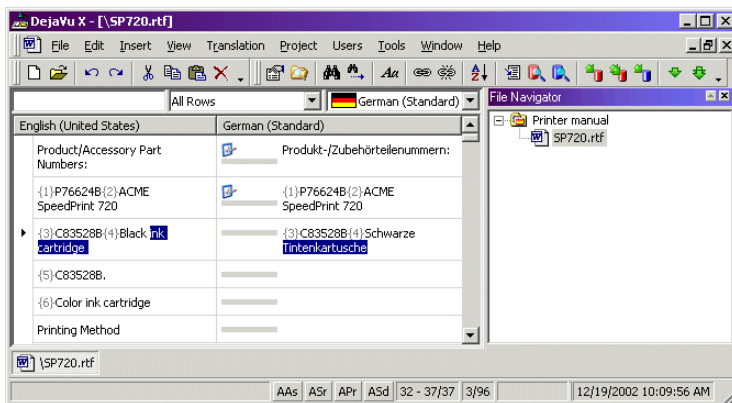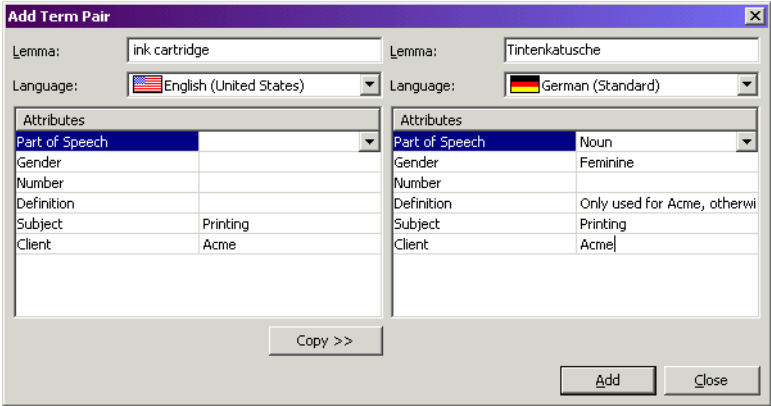
2   Send the highlighted terms to the terminology database.

3   On the **Translation** menu, click **Add Pair to Terminology Database**.

   –Or–

   Press F11.

–Or–

Click the 🔳 button on the toolbar.

4   Add any specifications, including grammatical information (part of speech, gender, or number) and semantical definition (such as context information, subject, or client).

Minimize your entry time by entering only the information that will be relevant for you or your co-workers later on. For instance, it obviously would not make sense to enter gender information if your language does not have a grammatical gender, or if any skilled translator or editor would be familiar with this kind of information anyway.

*If you are certain that you do not need to enter any additional information (aside from the standard user and date/time information), you can also send the highlighted terms or phrases to the terminology database by pressing Shift+F11 or by right-clicking and selecting **Add Pair to Terminology Database (No Prompt)**. This method will not prompt you to enter any additional information.*

This way of entering term pairs into your terminology database is especially beneficial for terms that are completely unspecific to project, subject, or client, such as "and" or "or."

5 Click **Add**.

For other ways to send information to the databases, see "Sending Text to the Databases" on page 123.

Phase V: Editing and Quality Assurance

The editing and quality assurance phase consists of employing Déjà Vu X Standard's advanced integrated quality assurance features ("Déjà Vu X Standard's Integrated Quality Assurance Features" on page 86) and editing the project by reading it through

■ on a hard copy ("Exporting into the Original Format for Proofing" on page 97), and/or

■ within Déjà Vu X Standard's own environment ("Proofing within Déjà Vu X Standard" on page 97).

Déjà Vu X Standard's Integrated Quality Assurance Features

Déjà Vu X Standard uses several methods to assure the quality of the translation project. These include:

■ consistency checks between source and target and different targets

■ spell check

Terminology Consistency Checks

Déjà Vu X Standard provides for a terminology check that selects the next available discrepancy.

On the **General** tab in the **Options** dialog, you can define what databases will be considered during the terminology consistency check.

1   Select **Tools>Options>General**.
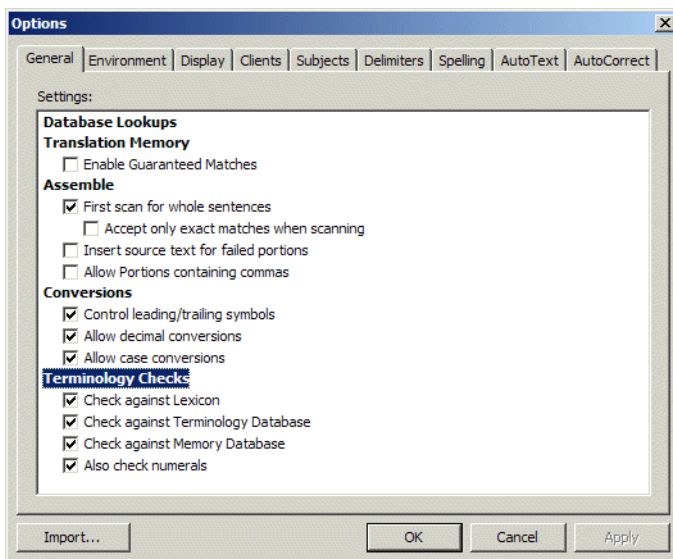
2   Under **Terminology Checks** you can specify whether numbers should be included in the checks and whether the checks should be performed against data in the

❑   lexicon,

❑   terminology databases, and/or

❑   translation memories.

It is important to realize that any of the terminology consistency checks will also point out words or phrases that are identical with existing terms in any of the databases but are now part of compound words in the target. The best way to avoid this is to enter as many compound works in any of the databases as you can.

To check the current row for a terminology mismatch

1   Press Ctrl+Shift+T.

2 Déjà Vu X Standard will check whether there is a terminology discrepancy and will display a red exclamation mark in that row (or a light violet exclamation mark if there is already a target comment on that row).
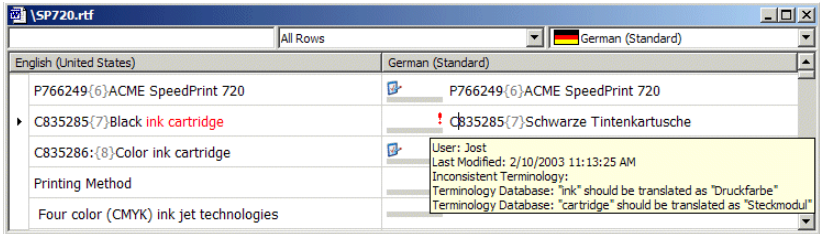
3 The source terms for which inconsistencies were found are painted red. If you hold your mouse cursor over the exclamation mark, you can see what kind of inconsistencies were found and in what kind of database they were found.

4 After you review the information and decide to make changes or leave the translation as originally intended, the exclamation mark will disappear (or become light blue if there is a comment in that row) when you hit Ctrl+DownArrow.

5 To jump to the next row and mark the row as **Finished**, hit Ctrl+DownArrow again.

To find the next terminology mismatch

1 Select Ctrl+Home (or Ctrl+PgUp) in the selection mode to go to the beginning of your open file or project (see "Selecting Rows in the Selection Mode" on page 45).

2 On the **Translation** menu, click **Find Next Terminology Mismatch**.

–Or–

Press Ctrl+F7.

3 Déjà Vu X Standard will find the next terminology discrepancy and will display a red exclamation mark in that row (or a light violet exclamation mark if there is already a target comment on that row).
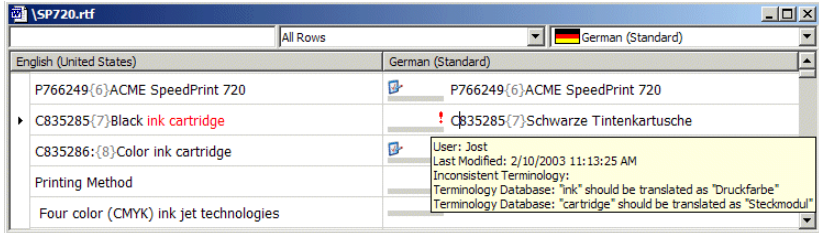
4 The source terms for which inconsistencies were found are painted red. If you hold your mouse cursor over the exclamation mark, you can see what kind of inconsistencies were found and in what kind of database they were found.

5 After you review the information and decide to make changes or leave the translation as originally intended, the exclamation mark will disappear (or become light blue if there is a comment in that row) when you hit Ctrl+DownArrow.

6 To jump to the next row and mark the row as **Finished**, hit Ctrl+DownArrow again.

Code Consistency Checks

To check whether there are any discrepancies between embedded codes in source and target

1 Select Ctrl+Home (or Ctrl+PgUp) in the selection mode to go to the beginning of your open file or project (see "Selecting Rows in the Selection Mode" on page 45).

2 On the **Translation** menu, click **Check Embedded Codes**.

–Or–

Press Ctrl+Shift+F8.

3 Déjà Vu X Standard will jump to the next occurrence of a discrepancy between embedded codes in source and target.

Discrepancies include:

❑ missing or additional codes,

❑ codes that are in a different order than in the source sentence, and

❑ codes at the very beginning or the very end of the source sentence that have something before or after them in the target sentence.

4 You can quickly fix the codes by pressing Ctrl+F8. This will copy all missing codes to the end of the current target segment.

5 Make sure that the codes are now located in the correct position.

6 Continue to check for code errors and fix them until you reach the end of the open file or project.

Translation Consistency Checks

To check whether there are any discrepancies in the translations of the same source

1 Select **Project>Find Duplicate Sentence**.

2 The **Find Duplicate Sentences** dialog appears.
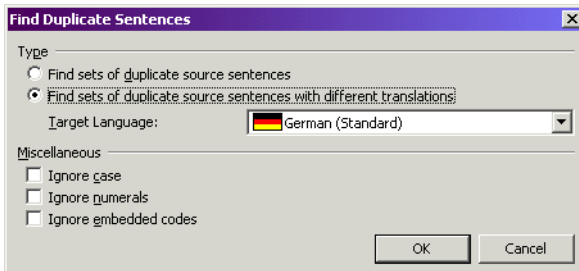
3 Select whether you want to **Find** (all) **sets of duplicate source sentences**.

–Or–

Find sets of duplicate source sentences with different translations.

4   If you select the second option, you will also have to select the target language.

5   Make the appropriate selections under **Miscellaneous**:

> ❑   Ignore case—With this option, `THIS SENTENCE` would be considered a duplicate of `this sentence`.

> ❑   Ignore numerals—With this option, `A 100 m dash` would be a duplicate of `A 50 m dash`.

> ❑   Ignore embedded codes—With this option, `This {101}sentence{102}` would be a duplicate of `This sentence`.

6   Click **OK**.

7   All duplicates are indicated with a grey indicator to the left of the source sentence.

The colors of the duplication indicator can be changed to any color you prefer. For more information on changing colors, see "To change the colors of the indicator bars" on page 29.

8   To view duplicates and their differing translations (provided that you have selected that option) side by side, you can select **Duplicate Rows** in the **Rows Selector**.
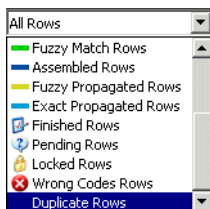
–And/Or–

Highlight the source in question, right-click, and select **Filter on Selection**.

9 The duplicated rows with different translations are now displayed on top of each other.
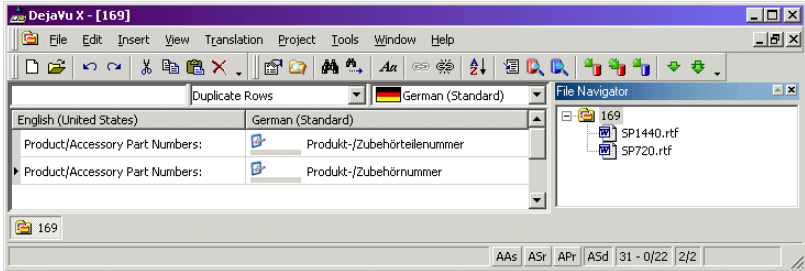
10 You can now enter your correction if necessary.

11 Display all rows by selecting **All Rows** from the **Rows Selector**.

–And/Or–

Right-click in the source column and select **Unfilter**.

To unmark duplicate sentences

To remove the indicator in duplicate sentences, select
Project>Unmark Duplicate Sentence.

Spell checking

Integrated spell checking by Déjà Vu X Standard is available for the following languages:

- Danish
- Dutch
- English (U.S.)
- English (U.K.)
- English (Canada)
- Finnish

- French
- German
- Italian
- Norwegian (Bokmål)
- Spanish
- Swedish
- Portuguese (Brazil)
- Portuguese (Portugal)

Other languages can be spell checked through the Microsoft Word spell checker if your version of Word provides the appropriate dictionary. For more information on this, see "To spell check an open file or project with Microsoft Office's spell checker" on page 95.

To spell check an open file or project with Déjà Vu X Standard's integrated spell checker

1 Select Ctrl+Home (or Ctrl+PgUp) in the selection mode to go to the beginning of your open file or project (see "Selecting Rows in the Selection Mode" on page 45).

2 On the **Tools** menu, click **Spelling**.

–Or–

Press F7.

3 At the next occurrence of a misspelled or unrecognized word, the **Check Spelling** dialog opens.
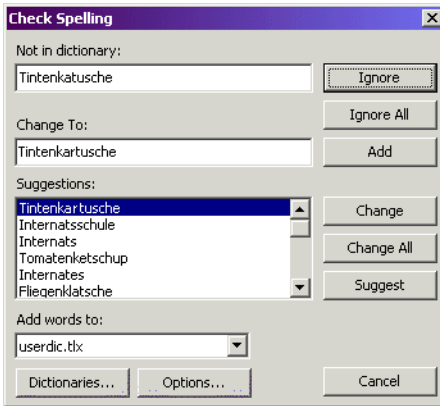
4 The misspelled or unrecognized word is displayed in the **Not in Dictionary** box. The word is considered misspelled because it could not be located in any of the open dictionaries.

5 You have the following options:

Change the word by selecting the correct word under **Suggestions** or entering the correct spelling in **Change To** box and clicking the **Change** button (**Change All** changes all occurrences of this word in the current file or project).

–Or–

Enter a correction into the **Not in Dictionary** box and click the **Suggest** button to see whether the spell checker recognizes this alternative. If it does, click **Change** (or **Change All**) to change the word in the current file or project.

–Or–

Skip it by clicking the **Ignore** button (**Ignore All** skips all of the occurrences of this word during this session of the spell checker).

–Or–

Add it to the dictionary that is selected under **Add words to** by clicking the **Add** button (for more information on dictionaries, see "Dictionaries" on page 187).

6   According to the selection you made, the word is changed or remains unaltered and at the occurrence of the next misspelled or unrecognized word the **Check Spelling** dialog opens again.

For an in-depth discussion on spell checking options, see "Spelling Options" on page 183.

For languages that do not have a spell checking option in Déjà Vu X , you also have the option to use Microsoft Word's spell checking option.

To use this option, you will have to have Word 2000 or higher as well as the appropriate Word spell checker installed on your computer.

To spell check an open file or project with Microsoft Office's spell checker

1   Select **Tools>Options>Spelling**.

–Or–

Click on **Options** in the **Check Spelling** dialog.
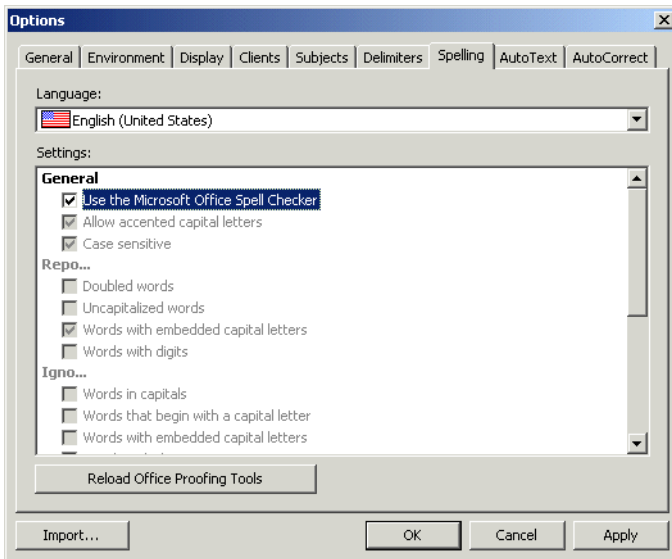
2 Select **Use the Microsoft Office Spell Checker**.

3 When you continue with spell checking, Déjà Vu X will automatically use the dictionaries of the Microsoft Office spell checker for that particular language.

Loading the Microsoft Office spell checker

The very first time you started Déjà Vu X , all the available Office spell checkers were loaded. To avoid the rather time-consuming process of having to reload them during each startup, they are stored. If you change your configuration of Office spell checkers (e.g., update, add, or delete languages), these changes will not be automatically reflected within Déjà Vu X until you select the **Reload Office Proofing Tools** button on the **Spelling** tab.

Editing and Proofing

While the previous section described ways to use the integrated proofing tools that Déjà Vu X Standard provides, translators typically want to edit and proof their translations manually as well. There are several ways of doing this.

Exporting into the Original Format for Proofing

Some translators/editors prefer to see the translated text in its original format for proofing purposes.

To do this, you can export an intermediary copy of your document(s) to use for proofing. If you choose this option, you should be aware that:

■   it is important to apply all changes to the Déjà Vu project file rather than the exported file. This is the only way to make sure that your modifications will be reflected in your translation memory and that you will be able to benefit from that later on.

*To locate sentences that need to be modified, you can use the search function (select **Edit>Find**, press Ctrl+F or click 🔍).*

■   there is certain text that you will not be able to see on the screen or in a printout copy, including index markers or text within scripts.

■   this process applies more to print and desktop publishing formats than online, database, or resource formats.

Proofing within Déjà Vu X Standard

Many translators and editors feel that the most efficient and safe way to edit and proof a document is directly in the Déjà Vu environment.

Here are some of the benefits:

■   All translated text is visible.

■   All codes are protected (for more information on codes, see "Embedded Codes" on page 154).

- All text is organized in the tabular database view of Déjà Vu X Standard that can be viewed, sorted, and edited in all possible configurations:

  ❑ You can choose to only display rows with a certain status (see "Selecting Rows by Status" on page 47).

  ❑ You can choose to display all rows alphabetically (see "To switch between natural and alphabetic order" on page 27).

  ❑ You can sort on a specific phrase or word to see the use of this phrase or word in the entire project (see "Selecting Rows by Filtering" on page 47).

- Text can be marked and displayed as pending (see "Marking Sentences as Pending" on page 199).

- You can do entire database scans for a certain word if you are not sure about its use (see "Searching the Databases" on page 107).

- You can make sure that your changes are being implemented in all identical rows through the Propagate function (see "Propagate" on page 151).

Phase VI: Export

When you are done with translating and editing your files, you will want to export them into their original format. Déjà Vu X Standard offers you three different ways of doing that:

- You can export the complete project via the menu command **Finished Translation**,

- you can export single files or folders through a right-click command from within the **File Navigator**, or

- you can export single files or any subset of files from the **Project Explorer**.

For information on exporting with the Project Explorer, see "To export files with the Project Explorer" on page 57.

To export files with the menu command

1   Select **File>Export>Project**.

2 The **Export Options** dialog appears.
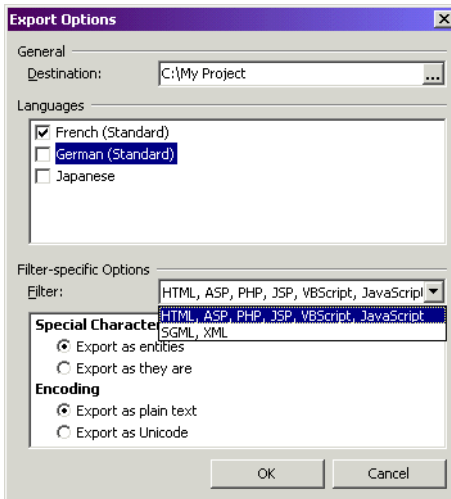
3 Under **Destination**, select the folder to which you want your files to be exported.

4 Under **Languages**, select the languages you want to export.

5 If applicable, you can define filter-specific options for the files within your project under **Filter-specific Options**. For information about these options, see the respective sections in "Working with Different File Formats" on page 227.

If your project contains several file types with filter-specific export options, all sets of options will be listed and you will have to make sure that you set all available options.

6 Select **OK**.

7 Déjà Vu X Standard will verify if there are any discrepancies

❑ in embedded codes (see 158) and/or

❑   spaces at the end of sentences.

If Déjà Vu X Standard finds a discrepancy in spaces following periods, question marks, or exclamation marks, it will offer to automatically fix that discrepancy.
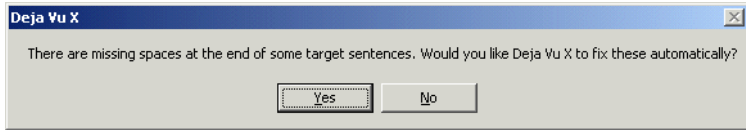
8   For each language you are exporting, Déjà Vu X Standard will create a subfolder inside the export folder, named after the code for the specific locale of that target language. For example, if you were translating the file into German (Germany), the new folder would be called `C:\My Projects\DE_DE`.

To export files with the right-click command in the File Navigator

1   Right-click on any single file or folder in the **File Navigator**.
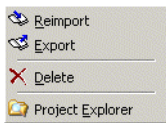
2   Select **Export**.

3   The **Export Options** dialog appears.
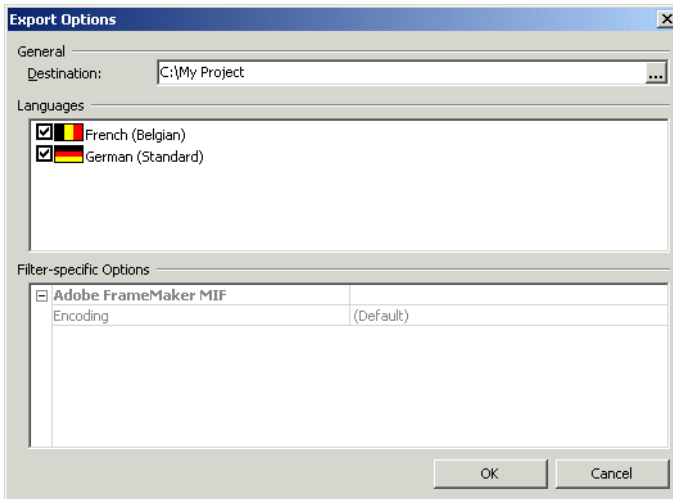
4   Under **Destination**, select the folder to which you want your files to be exported.

5   Under **Languages**, select the languages you want to export.

6   If applicable, you can define filter-specific options for the files within your project under **Filter-specific Options**. For information about these options, see the respective sections in "Working with Different File Formats" on page 227.

7   Select **OK**.

8   Déjà Vu X Standard will verify if there are any discrepancies

   ❏   in embedded codes (see page 158) and/or

❑ spaces at the end of sentences.

If Déjà Vu X Standard finds a discrepancy in spaces following periods, question marks, or exclamation marks, it will offer to automatically fix that discrepancy.

Deja Vu X	✕
There are missing spaces at the end of some target sentences. Would you like Deja Vu X to fix these automatically?	
Yes No	
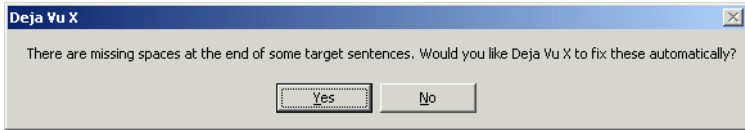
9 For each language you are exporting, Déjà Vu X Standard will create a subfolder inside the export folder, named after the code for the specific locale of that target language. For example, if you were translating the file into German (Germany), the new folder would be called `C:\My Projects\DE_DE`.

If your project contained a complete folder, Déjà Vu X Standard will recreate the structure of that folder with all of its subfolders, containing all the files you have translated.

Chapter 5

Translation Features in Déjà Vu X Standard—The Details

While many of Déjà Vu X Standard's features were discussed or mentioned in the previous two chapters ("The Déjà Vu X Standard Interface" on page 13 and "Workflow" on page 63), these and other features are presented in this resource chapter in a more in-depth manner:

- *Database Performance* on page 103

- *Searching the Databases* on page 107

- *Assemble* on page 118

- *Sending Text to the Databases* on page 123

- *Clients and Subjects* on page 128

- *Propagate* on page 151

- *Embedded Codes* on page 154

- *Context View* on page 163

- *Conversions* on page 164

- *Copying and Populate* on page 166

- *Sentence Delimitation* on page 169

- *Common Windows Functions* on page 174

Database Performance

It is important to understand that all the different file formats that you can create and work in with Déjà Vu X Standard are databases that are based on Microsoft's Jet database engine version 4.0.

This is important for several reasons:

- The databases are accessible with standard SQL (Structured Query Language) commands. This means that the only limitation to the way you can modify databases is your own creativity (and SQL knowledge).

- The data exchange between the Déjà Vu X Standard databases and other formats is very advanced. You can import and export into many of the formats supported by the Jet engine as well as a number of translation-specific formats (Trados Workbench, TMX).

- Because each of the files, including the Déjà Vu project files, are databases, a great variety of sorting, filtering, and batch processing options are available.

- Many of the standard Jet engine utilities such as Compact Database and Repair Database are available for each of the components, as well as a great number of third-party utilities.

Repairing and Compacting Files

Each of the file types that are supported by Déjà Vu X Standard (project and satellite files, terminology databases and translation memories, as well as SGML/XML filters) can be compacted, and almost all can be repaired.

To compact a file

Because Microsoft's Jet engine handles data by allocating unnecessary disk space, any of the files in question can grow very large. To save disk space and increase performance, it is advisable to compact the files at regular intervals. The result can be very impressive as files can be shrunk to a third or more of their original size. It specifically makes sense to compact a database, after you have performed the following actions:

- ❑ deleted a large number of examples from an SGML/XML file

- ❑ deleted a large number of lexicon entries from a project file

- ❑ deleted one or several files from a project

- ❑ added a large amount of data to any file

❑ deleted any subset of data from a terminology database or translation memory

1 Select **Tools>Compact>Project**/**Satellite**/**Translation Memory**/**Terminology Database**/**Filter** from anywhere within Déjà Vu X Standard.

2 Select the project/satellite/translation memory/terminology database/SGML filter file and click **Open**.

3 The compact process will start and Déjà Vu X Standard will notify you upon completion.

Depending on the size of the original file, this process can take several minutes.

When compacting a file, data will be written to a new temporary file which is then copied back to the original file. This means that to successfully compact files, you need to have the necessary disk space for the temporary file.

To repair a corrupted file

Repairing is necessary when a database file has become corrupted, probably because of an abnormal program ending caused by a power outage or by hardware problems.

1 Select **Tools**>**Repair**>**Project**/**Satellite**/**Translation Memory**/**Terminology Database** from anywhere within Déjà Vu X Standard.

2 Select the project/satellite/translation memory/terminology database file and click **Open**.

3 The repair process will start and Déjà Vu X Standard will notify you upon completion.

This procedure involves time-consuming processes such as re-indexing the complete database and removing invalid entries. Depending on the size of the original file, this process can take a significant amount of time.

When repairing a file, data will be written to a new temporary file which is then copied back to the original file. This means that to successfully repair files, you need to have the necessary disk space for the temporary file.

Fuzziness Setting

It is important for you to be able to control the level at which you want the databases to interact with your translation project. This level is generally called fuzziness, i.e., the degree of similarity of a database match to the original.

To set the fuzziness setting

1   Select **Tools>Options>General**.
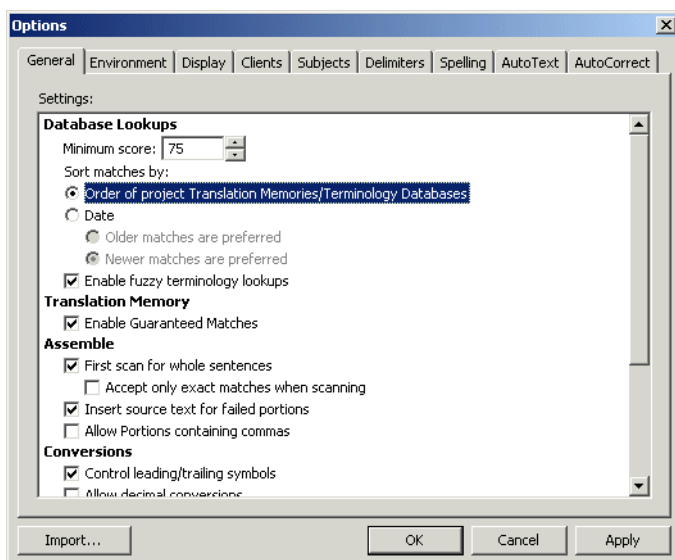
Under **Database Lookups**, you can determine

❑   how you want to sort your matches:

whether older or newer database matches are preferred,

This setting only comes into effect when all other settings are of identical match quality, including sub-languages, client, and subject. If one match has the same fuzziness but a better matching sub-language, client, or subject, it will be preferred over the others regardless of their ages.

❑ whether the search operations for partial matches (single words or phrases that are displayed in the **AutoSearch** window or inserted in the Assemble features) are also be performed with a fuzzy index, and

❑ what kind of **Minimum Score** (i.e., degree of fuzziness as a percentage) the matches are supposed to have to be used.

*The setting under **Minimum Score** will depend on your personal preference and the quality and extent of your databases. While the default setting is 75%, many users with extensive translation memories prefer a higher setting, while others try to benefit as much as possible from whatever they have in their translation memories.*

2 Make the desired settings and click **Apply** and/or **OK**.

Searching the Databases

There are several ways to search for a sentence in your memory and terminology databases. Déjà Vu X Standard uses the terms *scan* for searching the translation memories and *lookup* for searching the terminology databases.

Scanning the Translation Memories

To manually scan the translation memory(s)

1 If you want to scan for a part of a sentence, select the text you want to search for in the source sentence. If you want to scan for the whole sentence, do not select any text.

2 On the **Translation** menu, click **Scan**.

–Or–

Press Ctrl+S.

–Or–

Click the 🔍 button on the toolbar.

3   If Déjà Vu X Standard finds any matches in the translation memory, the **Scan Results** dialog appears.
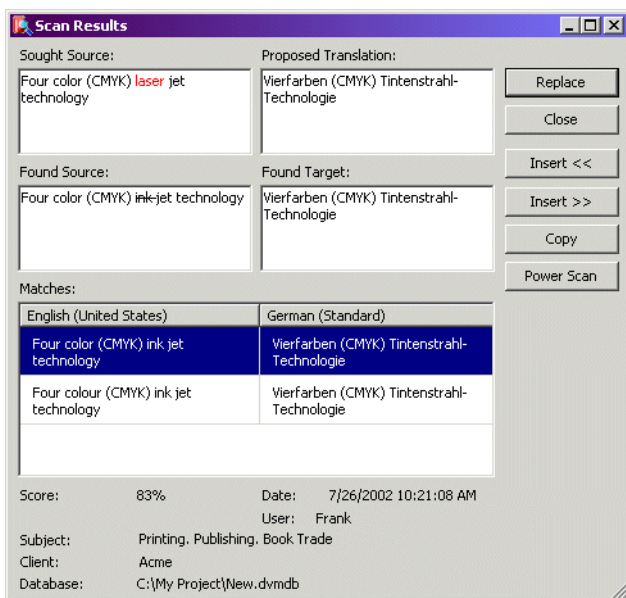
The **Scan Results** dialog consists of the following elements:

Sought Source—The source language sentence (or portion) you were searching for. Any words that are different from the match in the translation memory will be marked red.

Proposed Translation—The target language sentence found in the translation memory with any changes that Déjà Vu X Standard has applied to it. This field can be edited.

Found Source—The source language sentence (or portion) that was found in the translation memory. Any words that are different from the segment you are looking for will be crossed out.

Found Target—The target language sentence found in the translation memory.

Matches—A list containing all the matches found by Déjà Vu X Standard, with their corresponding translations. The matches are

sorted primarily by their fuzziness percentage and secondarily by other criteria (subject, client, date, etc.). If you would like to review other matches, you can navigate through the list of matches by using the table's scrollbar or the following keystrokes:

❑   Ctrl+PageDown to go to the end of the list.

❑   Ctrl+PageUp to go to the beginning of the list.

❑   Ctrl+DownArrow to go to the next match.

❑   Ctrl+UpArrow to go to the previous match.

Under the Matches list you can see information about the currently selected match, including **Score** (the percentage of fuzziness), **Subject**, **Client**, **Database** (origin of match), **Date** (date and time the record was entered into translation memory), and **User** (who entered the term into the translation memory).

The buttons to the right have the following function:

❑   **Replace**—Replaces the text in the current target cell with the proposed translation.

❑   **Close**—Closes the dialog without any changes.

❑   **Insert <<**—Inserts the proposed translation to the left of any existing text in the current target cell (this button is only displayed if there is some text in the current target cell).

❑   **Insert >>**—Inserts the proposed translation to the right of any existing text in the current target cell (this button is only displayed if there is some text in the current target cell).

❑   **Copy**—Copies the proposed translation to the Windows clipboard.

❑   **Power Scan**—Launches the Power Scan feature that will do another deeper search in the translation memory. The regular Scan feature saves time by not displaying fuzzy matches when an exact match is found. Power Scan will perform a new scan, resulting in matches in which single words will be displayed in

context even if exact matches are found. The total number of matches that can be shown is not limited in this case.

The Power Scan feature is especially helpful when scanning for single words or short phrases.

4 Review the proposed translation, considering the information from the **Sought Source** and **Found Source** fields and, if applicable, scroll down the list of matches and select a different match.

5 Make any necessary changes in the **Proposed Translation** text box and select the appropriate insertion button.

*If you have searched for a complete sentence and found a match for that, you will probably want to select the **Replace** button. If you have searched for only a part of the sentence, it would probably be a better choice to insert the match to the left or right of the current target, or copy it to the clipboard to paste it into the target with one of the standard paste features.*

6 The dialog closes and the match is inserted into the current target cell.

To scan with wildcards

To widen the scope of your searches, you can use wildcards at the end of text you are looking for. The wildcards you can use to build search patterns are:

- ❑ `*` — zero or more characters
- ❑ `?` — one character
- ❑ `#` — one digit
- ❑ `[a-m]` — one character in the specified range
- ❑ `[!a-m]` — one character outside the specified range

Examples:

Kind of Match	Pattern	Match	No Match
Multiple characters	a*a	aa, aBa, aBBBa	aBC
Multiple characters	*ab*	abc, AABB, Xab	aZb, bac
Multiple characters	ab*	abcdefg, abc	cab, aab
Special character	a[*]a	a*a	aaa
Single character	a?a	aaa, a3a, aBa	aBBBa
Single digit	a#a	a0a, a1a, a2a	aaa, a10a
Range of characters	[a-z]	f, p, j	2, &
Outside a range	[!a-z]	9, &, %	b, a
Not a digit	[!0-9]	A, a, &, ~	0, 1, 9
Combined	a[!b-m]#	An9, az0, a99	abc, aj0

1 Select a part of the text that you would like to search for.

2 Right-click on the selection and select **Scan with Wildcards**.

   –Or–

Press Ctrl+Shift+S.

   –Or–

Select **Translation>Scan with Wildcards**.

3 The **Enter Search Expression** dialog appears, displaying the selected text.

4 Enter the wildcard(s).
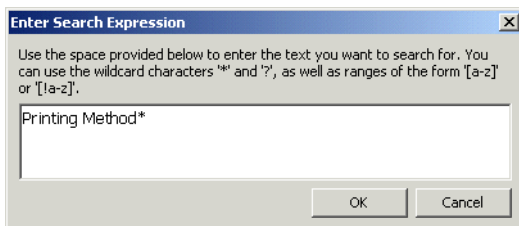
5 Click **OK**.

6 The **Scan Results** dialog appears with all matches that Déjà Vu X Standard has found in the associated translation memory.
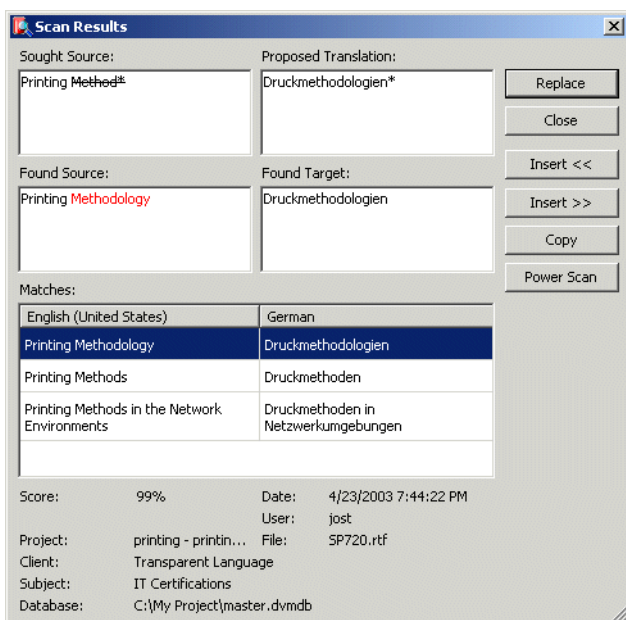
7 For information on how to insert a match, see "To manually scan the translation memory(s)" on page 107.

Scan is one of the most helpful and frequently used functions in Déjà Vu X Standard.

*The **Scan Results** dialog will also display matches that have been turned from fuzzy to perfect matches with the help of Déjà Vu X Standard's EBMT (example-based machine translation) technology. For more information on EBMT, see "Assemble and Example-Based Machine Translation" on page 120.*

Lookup in the Terminology Databases

To lookup a term in the terminology databases

In the same way that you can scan the translation memories for a sentence or a part of a sentence, you can search the terminology databases for data.

1 Select the term you want to look up.

2 On the **Translation** menu, click **Lookup**.

–Or–

Press Ctrl+L.

–Or–

Click the button on the toolbar.

3 If Déjà Vu X Standard finds any matches in the terminology databases, the **Terminology Lookup** dialog appears.
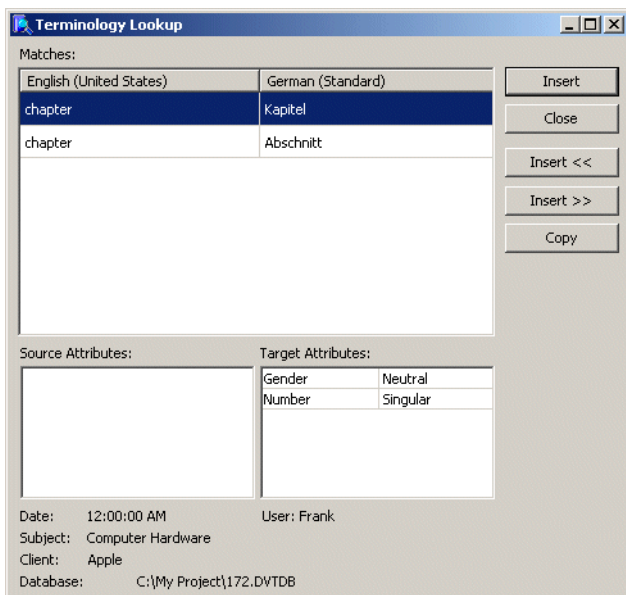
The **Terminology Lookup** dialog consists of the following elements:

Source—The source language terms you were searching for.

Target—The target language term found in the terminology databases.

Source Attributes—A list of all attributes that were entered for the source term.

Target Attributes—A list of all attributes that were entered for the target term.

For information on how to set up attributes, please see "Templates" on page 409.

If you would like to review other matches, you can navigate through the list of matches by using the table's scrollbar or the DownArrow and UpArrow keys.

Under the Attributes you can see information about the currently selected match, including **Date** (date and time the record was entered into terminology database), **Subject**, **Client**, **Database** (origin of match), and **User** (who entered the term into the terminology database).

The buttons to the right have the following function:

❑ **Insert**—Replaces the text in the current target cell with the proposed translation.

❑ **Close**—Closes the dialog without any changes.

❑ **Insert <<**—Inserts the proposed translation to the left of any existing text in the current target cell (this button is only displayed if there is some text in the current target cell).

❑ **Insert >>**—Inserts the proposed translation to the right of any existing text in the current target cell (this button is only displayed if there is some text in the current target cell).

❑ **Copy**—Copies the proposed translation to the Windows clipboard.

4 Review the proposed translation and, if applicable, scroll down the list of matches and select a different match.

5 Select the appropriate insertion button.

6 The dialog closes and the match is inserted into the current target cell.

To lookup with wildcards

To widen the scope of your searches, you can use wildcards at the end of text you are looking for. The wildcards you can use to build search patterns are:

❑ * — zero or more characters

❑ ? — one character

❑ # — one digit

❑ `[a-m]` — one character in the specified range

❑ `[!a-m]` — one character outside the specified range

Examples:

Kind of Match	Pattern	Match	No Match
Multiple characters	a*a	aa, aBa, aBBBa	aBC
Multiple characters	*ab*	abc, AABB, Xab	aZb, bac
Multiple characters	ab*	abcdefg, abc	cab, aab
Special character	a[*]a	a*a	aaa
Single character	a?a	aaa, a3a, aBa	aBBBa
Single digit	a#a	a0a, a1a, a2a	aaa, a10a
Range of characters	[a-z]	f, p, j	2, &
Outside a range	[!a-z]	9, &, %	b, a
Not a digit	[!0-9]	A, a, &, ~	0, 1, 9
Combined	a[!b-m]#	An9, az0, a99	abc, aj0

1   Select a part of the text that you would like to search for.

2   Right-click on the selection and select **Lookup with Wildcards**.

–Or–

Press Ctrl+Shift+L.

–Or–

Select **Translation>Lookup with Wildcards**.

3   The **Enter Search Expression** dialog appears, displaying the selected text.

4   Enter the wildcard(s).
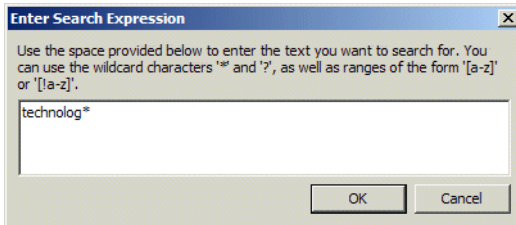
5   Click **OK**.

6   The **Terminology Lookup** dialog appears with all matches that Déjà Vu X Standard has found in the associated terminology database.
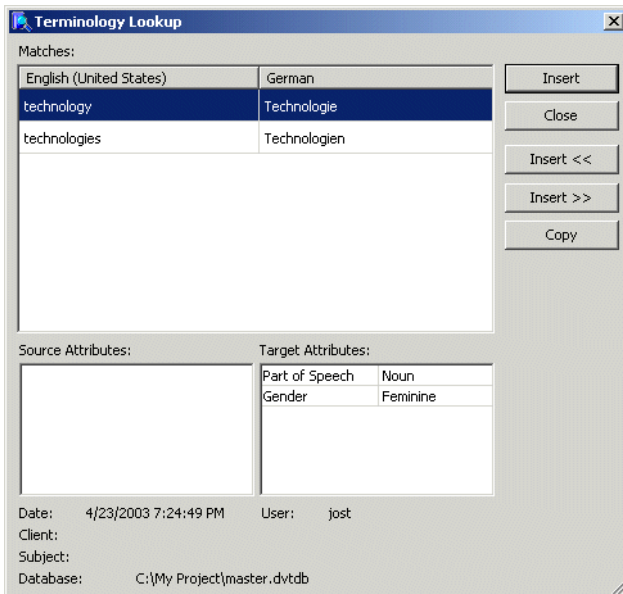
7   For information on how to insert a match, see "To lookup a term in the terminology databases" on page 113.

Assemble

When scanning (see "To manually scan the translation memory(s)" on page 107) does not find a match, you can ask Déjà Vu X Standard to assemble a translation from smaller pieces that can be found in the project lexicon, terminology databases, and the translation memories (in this order if the similarity and other properties are equal).

To manually assemble a translation for a single sentence

1 Select the sentence you want to assemble a translation for.

On the **Translation** menu, click **Assemble**.

–Or–

Press Ctrl+A.

2 Déjà Vu X Standard will insert all relevant portions into the target sentence along with a blue status indicator to signify that this sentence has been assembled.

3 If Déjà Vu X Standard finds more than one match for any of the portions in the source, it will fill in the match with the highest fuzziness rate and underline and color-code it.

4 Right-clicking that portion will display a context menu with the other possibilities.
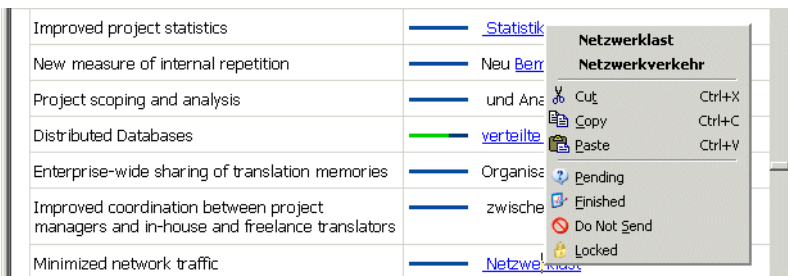
5 You can choose to accept Déjà Vu X Standard's choice or select one of the other choices by selecting it in the context menu.

> *Déjà Vu X Standard will also attempt to copy embedded codes from the source to the target sentence, particularly when it finds those at the beginning and/or end of the sentence or around portions that it "knows" from any of the databases.*

To adjust the assemble settings

1 Select **Tools>Options>General**.

2 The **General** tab in the **Options** dialog is displayed.
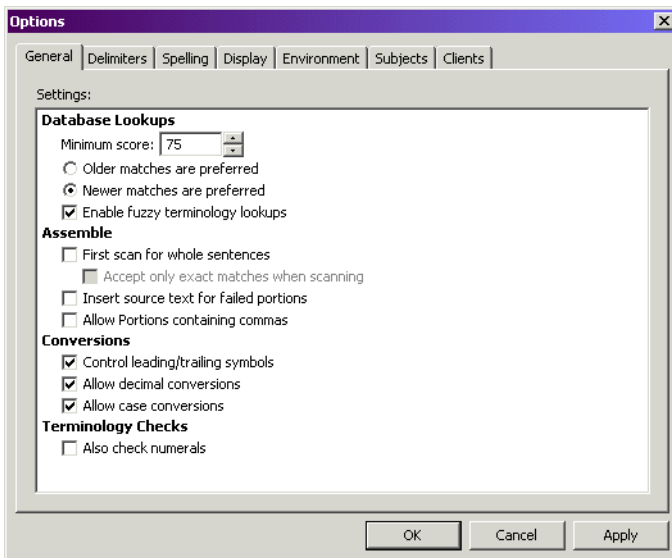
The options under **Assemble** include:

❑ **First scan for whole sentence**—Instructs Déjà Vu X Standard to first look for a match for the complete sentence in the translation memory before it assembles the sentence. In general, this option should be enabled.

❑ **Accept only exact matches when scanning**—Instructs Déjà Vu X Standard to reject fuzzy matches from the translation

memory(s) because assembling from portions is expected to yield better results. In general, this option should be disabled.

❑ **Insert source text for failed portions**—This will make Déjà Vu X Standard insert unknown words into the target as they appear in the source text. This option should be enabled if your text contains a great amount of non-translatable words such as product names or if you prefer to overtype text as you translate.

❑ **Allow portions containing commas**—With this option enabled, Déjà Vu X Standard will also consider portions with commas in its assemble processes. This option will slow down the assemble process.

3 Make the desired settings and click **Apply** and/or **OK**.

To quickly change the order of words

If a sentence is assembled from a great number of portions, the word order may need to be changed. Déjà Vu X Standard offers several keyboard shortcuts to quickly change the word order.

1 Select the word or phrase which you would like to move to another position within the sentence.

2 Press Ctrl+Shift+N to move the selected word or phrase forward one word at a time. Pressing Ctrl+Shift+N will continue to move the selected word or phrase forward.

–Or–

Press Ctrl+Shift+B to move the selected word or phrase one word backward. Pressing Ctrl+Shift+B again will continue to move the selected word or phrase backward.

Assemble and Example-Based Machine Translation

One of the unique aspects of Déjà Vu X Standard's assemble processes is its employment of example-based machine translation (EBMT), which allows it to turn fuzzy matches into perfect matches.

Here is an example of how this works. For the source sentence

```
Prometheus, the heavy equipment and engine manufacturer
```

the French translation memory's target

```
Prometheus, le producteur de matériel lourd et de moteurs
```
(Prometheus, the heavy equipment and engine producer)

would be a fuzzy match.

If, however, the French term for "`manufacturer`" is also in the terminology database, the tool will display it, allowing the user to delete "`producteur` (producer)" and add "`fabricant` (manufacturer)." If both the translations for "`producer`" and "`manufacturer`" are in the terminology database, Déjà Vu X Standard will assemble the translation by automatically deleting "`producteur`" and adding "`fabricant`" at the appropriate location, thus turning a fuzzy match into a perfect match without any user intervention:

```
Prometheus, le fabricant de matériel lourd et de moteurs
```
(Prometheus, the heavy equipment and engine manufacturer)
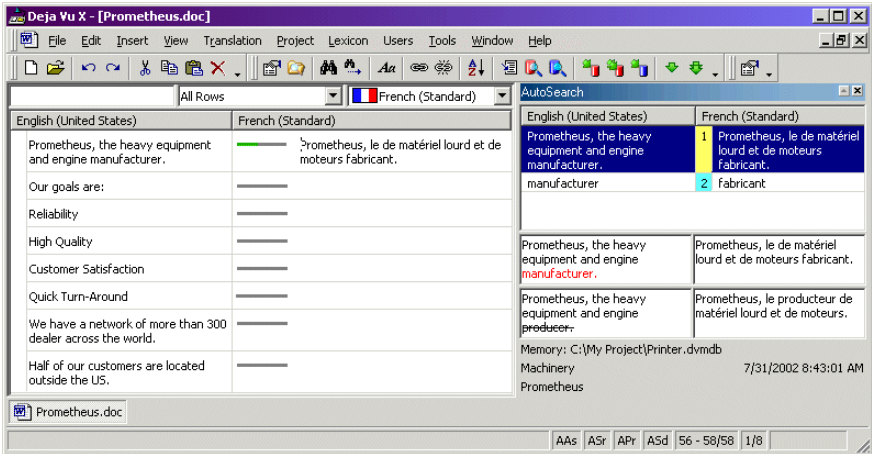
This shows how important it is to have extensive terminology databases. One of the most often-committed mistakes of new users of Déjà Vu is the complete reliance on translation memories. While these are obviously important, it is just as important to build up and maintain terminology databases—in fact, many experienced Déjà Vu users would argue that the terminology databases are more important than the translation memories.

You should be aware that EBMT does not do any grammatical work for you. In the example above, if the gender of the exchanged term had not matched (as in the case of "(le) producteur" vs. "(la) société"), you would have had to manually change the article "le" to "la."

To have the EBMT process work correctly during Assemble, it is advisable to activate **First scan for whole sentences** *(under* **Tools>Options>General>Assemble***).*

Sending Text to the Databases

Sending Information to the Translation Memory

If you send information to the translation memory(s), your records not only contain source and target text, but also a date/time stamp, subject and client (if enabled), and user name, as well as various other project-specific data.

By default, Déjà Vu X Standard will only store unique sentence pairs in the translation memory to allow for a smaller size of the translation memory.

You can send translated text either manually for every single row to your translation memory or in a batch process.

Manually Sending Sentence Pairs to the Translation Memory

To send a sentence pair to the translation memory

After you have translated and/or edited a sentence in Déjà Vu X Standard, click **Add Pair to Translation Memory** on the **Translation** menu.

–Or–

Press F12.

–Or–

Click the ![toolbar button] button on the toolbar.

If you send a sentence pair to the translation memory multiple times, earlier instances of that specific sentence pair will be overwritten. If you prefer to have two different translations in your translation memory instead of only the most current one, you can highlight the source and target sentence and then send it. That way it will not overwrite earlier entries.

To send only a portion of the sentence pair to the translation memory

1 Select the portion of the source sentence and the portion of the target sentence that you want to send to the translation memory.

2 On the **Translation** menu, click **Add Pair to Translation Memory**.

–Or–

Press F12.

–Or–

Click the ![icon] button on the toolbar.

To send the whole project to the translation memory

1 On the **Project** menu, click **Add Project to Translation Memory**.

–Or–

Press Alt+F12.

–Or–

Click the ![icon] button on the toolbar.

2 The **Send Project to Translation Memory** dialog appears, offering you the following options:
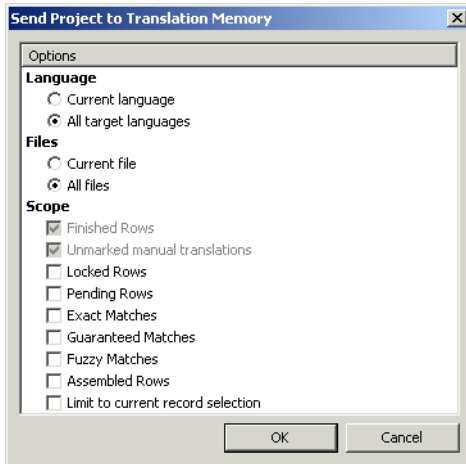
❑ Select whether you want to send the currently selected language or all the target languages for the project.

❑ Select whether you want to send any row with a status other than the default options **Finished Rows** or **Unmarked manual translation**.

❑ **Limit to current record selection** allows you to select a certain section of a file to send to the memory database. For more information on how to select a certain subset of rows, see "Selecting Rows" on page 45.

3   Click **OK**.

> *If you send a project/file to the translation memory, earlier instances of the sentence pairs within that project/file you have already sent will be overwritten. Déjà Vu X Standard is able to recognize earlier instances by assigning unique project, file, and row IDs to each sentence pair in the translation memory. If a file within a project is deleted and a new file is imported, the same project, file, and row IDs could be assigned to the new file, resulting in the deletion of anything sent from the earlier file to the associated translation memory. To avoid this, you should create new projects for your newly translatable files.*
>
> *The Déjà Vu 3 option* **Delete all pairs previously sent from this project** *is not supported by Déjà Vu X Standard because of its more intelligent way of automatically deciding what sentence pairs in the translation memory to overwrite.*

To prevent a row from being sent to the translation memory

1   If you would like to single out certain rows (for instance, rows that contain code information) that you do not want to be sent to your translation memory, you can right-click the sentence or the selection of sentences you do not want in the translation memory and click **Do Not Send**.

   –Or–

Press Ctrl+Shift+D.

2   The **Do Not Send** symbol (🚫) appears in the target cell.

To remove the Do Not Send status

1   Select the sentence you want to mark as normal.

2   Right-click the sentence table and click **Do Not Send**.

   –Or–

Press Ctrl+Shift+D.

3   The 🚫 symbol disappears.

Sending Information to the Terminology Database

For more information on sending terms to the terminology database, see "Adding Terms to the Terminology Database" on page 84.

Sending Information to the Lexicon

For more information on sending terms to the lexicon, see "To manually add entries to the lexicon" on page 323.

Locking Rows

It is possible to lock rows in the project so that you cannot accidentally change their target text.

To lock a group of rows

1 Select the row(s) you want to lock.

> *For information on how to select rows, see "Selecting Rows in the Selection Mode" on page 45.*

2 Right-click the selection and select **Locked** (🔒).

   –Or–

Press Ctrl+Shift+K.

To unlock a group of rows

1 Select the row(s) you want to unlock.

2 Right-click the selection and remove the checkmark from **Locked** (🔒) by clicking on it.

   –Or–

Press Ctrl+Shift+K.

Target text in locked rows is protected against any modification.

*This feature can be very helpful if you want to exclude a certain subset of rows for your view. You can lock these rows and then select **All Except Locked Rows** in the Rows Selector (see "The Rows Selector" on page 28).*

Clients and Subjects

Déjà Vu X Standard has several ways to add additional information to the source and target sentences in the terminology database and translation memory. While some of that additional information is completely configurable for the terminology databases (see "Templates" on page 409), there is only a limited and pre-defined number of fields that can be added to the translation memories.

These include:

- **User**—the name or nickname of the user who entered that record into the translation memory.

- **Date/Time stamp**—the date and time the record was entered into the translation memory or terminology database.

- **Project ID**—the preassigned 7-digit project ID of every project file that accompanies every record that is entered from that project into the translation memory.

- **Subject**—the user-assigned subject, or topic, of a record. This can be entered into the translation memories and terminology databases through the subject of a current project or manually.

- **Client**—the user-assigned client of a record. This can be entered into the translation memories and terminology databases through the client of a current project or manually.

This additional information provides you with helpful data about each of these records when they are displayed in any of the database views, it allows you to specify subsets of your databases for exporting purposes, and it allows Déjà Vu X Standard to make choices when determining what match to use in any of its automated translation processes.

First and foremost, Déjà Vu X Standard will use similarity, or the degree of fuzziness, to decide which match to choose over another. However, with large databases, Déjà Vu X Standard will often encounter situations where there are two or more different perfect matches or matches of the same fuzziness. In these situations, the program will use sophisticated algorithms to decide which of these matches to choose.

The hierarchy in which Déjà Vu X Standard will decide on the match is as follows:

1 fuzziness

2 target sub-language (see p. 71)

3 client

4 subject

5 source sub-language (see p. 71)

6 case similarity (*Atril* vs. *atril* vs. *ATRIL*)

7 age (see p. 106)

The logic follows an exclusionary scheme: If the fuzziness of one match is of a higher percentage than that of another, the more identical match will be preferred, regardless of any other setting. If the match quality of the two matches is identical, and one has the same target sub-language as the source sentence but the other has a differing sub-language (*French (Standard)* vs. *French (Belgian)*, for instance), the one with identical target sub-languages would be preferred, regardless of any other setting, and so on.

> *Regardless of Déjà Vu X Standard's choice for a match, the other matches are always available in case you want to override Déjà Vu X Standard's decision.*

Storing the Client and Subject Settings

The client and subject settings, along with settings for sentence delimitation (see page 169), are automatically stored in the settings.dvset file. In the default setting, this file is located in the Déjà Vu X Standard installation folder (on an English Windows system typically at C:\Program Files\ATRIL\Deja Vu X).

If you work with other users over a network on the same file and/or databases, you should save this file to an accessible point on the network and have the different Déjà Vu X Standard installations access that file by selecting **Tools>Options>General**.
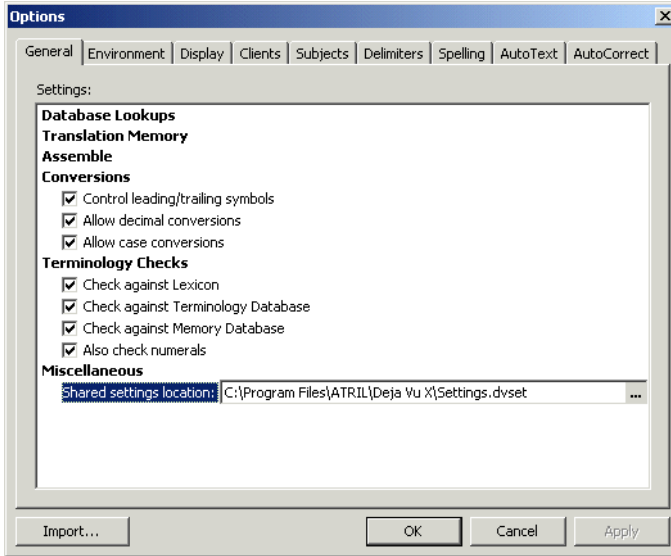
Clicking on **Shared settings location** under **Miscellaneous** displays an activated file selector with which you can select a path to the new location.

Working with Clients

Under **Tools>Options>Clients**, you will see a sample list of clients that are associated with individual numeric codes.

You can also assign non-numeric codes to clients.
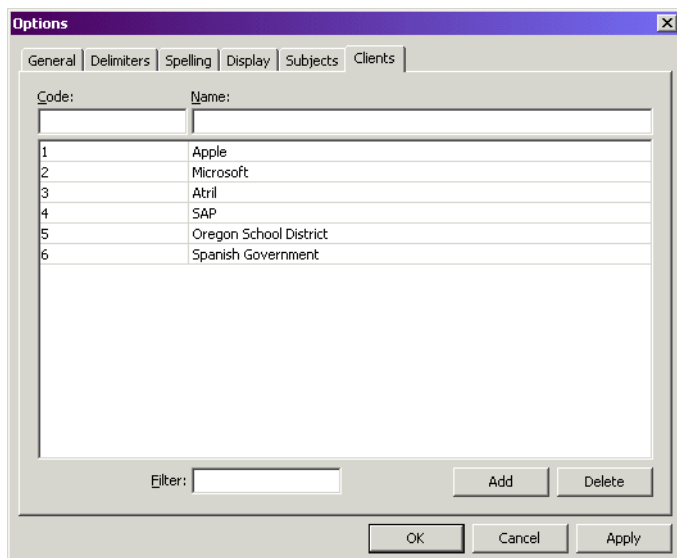
You can assign clients directly to database records during import and align processes or to individual records in the terminology database or translation memory view, but most commonly you assign them to records through your project files. Every language pair record that you send to the databases from your project will by default have the client that you assigned in the project.

To assign clients to a project file

1 In the open project file, select **Project>Properties>General**.

–Or–

Right-click the project icon in the **File Navigator** and select **Properties**.

2 The **General** tab of the **Project Properties** dialog appears.
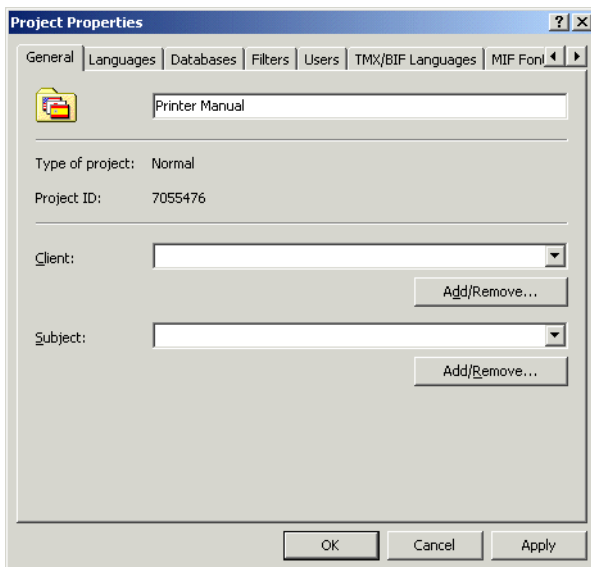
You can see that the project name (the name of the project file), the **Type of Project** (whether it is a normal or a satellite project), and the **Project ID** are automatically filled in. You will have to select **Client** and **Subject**.

3 Click on the down arrow in the **Client** line.

4 The list of clients opens.
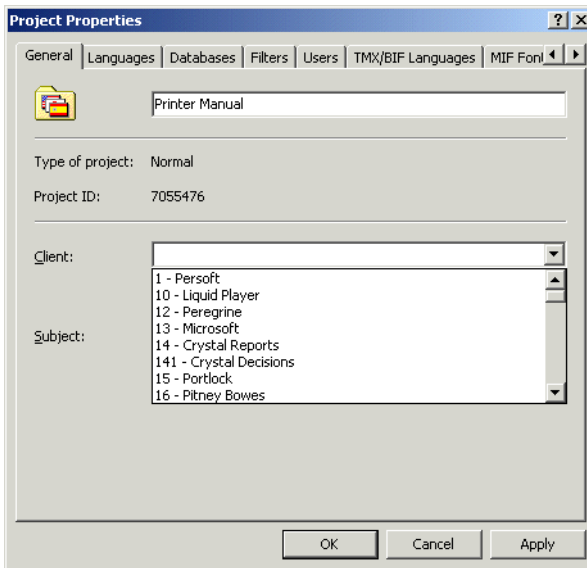
5 Select the client of your project and do the same with the **Subject** field.

6 Click **OK**.

To add clients to the list of clients

1 Enter a new code into the **Code** field.

2   Enter a name into the **Name** field.
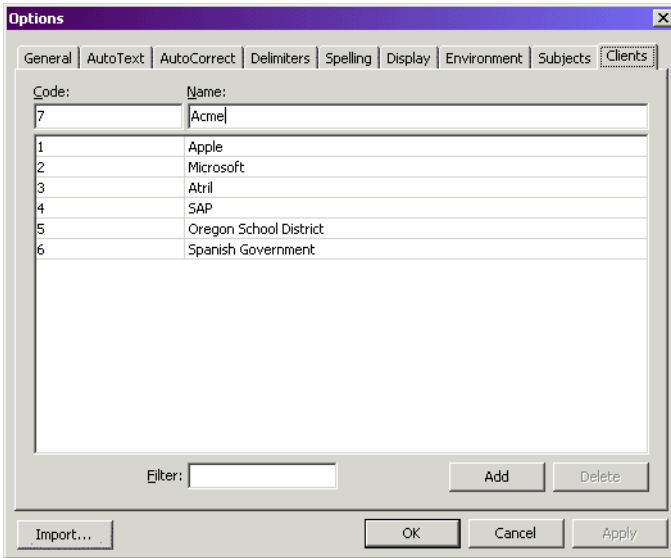
3   Click the **Add** button which is now activated.

4 The new client has been added to the list.
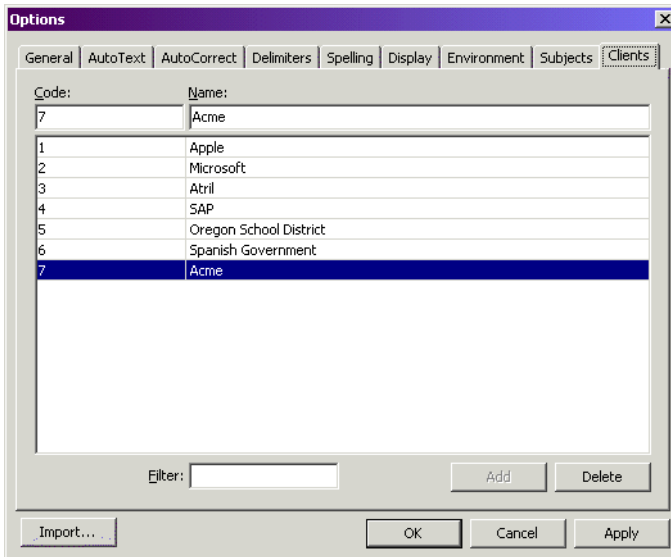
5 Click **Apply**.

To import clients from Déjà Vu 3

1 Select **Import** in the lower left corner of the **Options** dialog.

2 The **Import DV3 Settings** dialog appears.
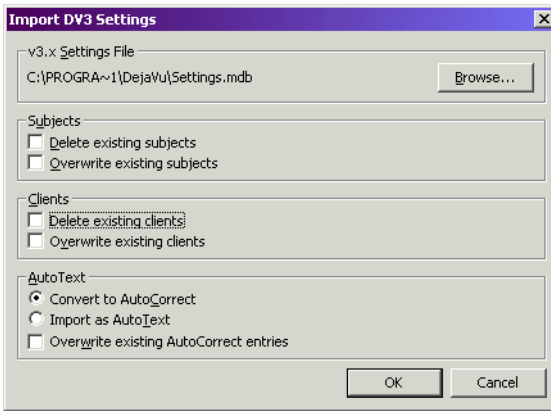
3 Under **Clients**, you can select to import clients by either deleting or overwriting existing clients (if applicable).

4 Click **OK**.

To modify clients in the list of clients

1 Highlight the record that you want to modify.

2 Change the name in the **Name** field.
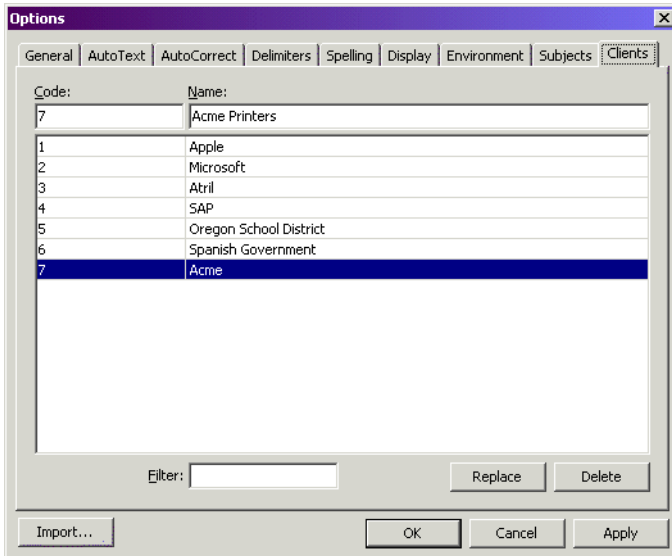
3 Click the **Replace** button which is now activated.

4 The changed client now appears in the list.
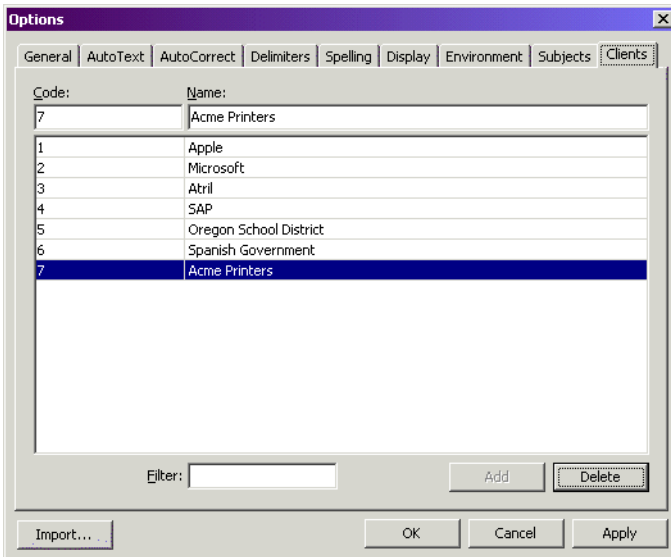
5 Click **Apply**.

To delete clients from the list of clients

1 Highlight the record that you want to delete.

2 Click **Delete**.

3 The record is deleted from the list.

4 Click **Apply**.

To find a client in the list of clients

1 Enter any digit that is contained in the code or any character that is contained in the client name into the **Filter** field.

2 The records that match the find sequence are displayed
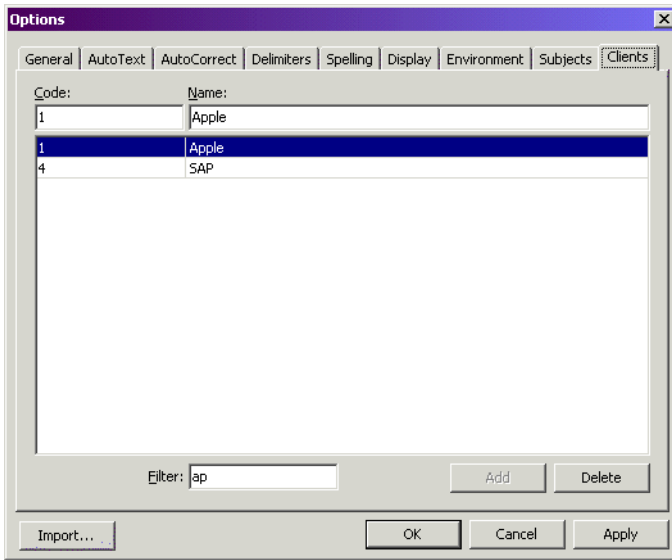
You can use wildcards when looking for clients (for more information on wildcards, see "To scan with wildcards" on page 110).

Managing Clients—Tips and Tricks

The most important rule about clients is to apply them to every translation project and each other entry in the databases.

If you work within a large organization, instead of "company clients" it may make sense for you to use "department clients," or any other category that makes sense for your particular situation.

If you work as a freelancer, you should always use the end client (i.e., the company that the translation is actually produced for), even if that differs from the organization that you are directly performing your services for (a translation vendor, for instance). If you are performing legal, medical, and technical translations for one translation vendor, the client field becomes useless and potentially distorting if you use the name of the translation vendor rather than the end client's name.

Under **Tools>Options>Subject**, you will see that each of the listed subjects is associated with a numeric code. These codes are organized in a hierarchical structure of main topics and subtopics.

 You can also assign non-numeric codes to subjects, but this will result in the loss of the hierarchical structure.

The preset subjects and clients that come with Déjà Vu X Standard represent the UDC list. UDC stands for "Universal Decimal Classifications" and is the most commonly used bibliographic system. For more information about UDC, see www.udcc.org.
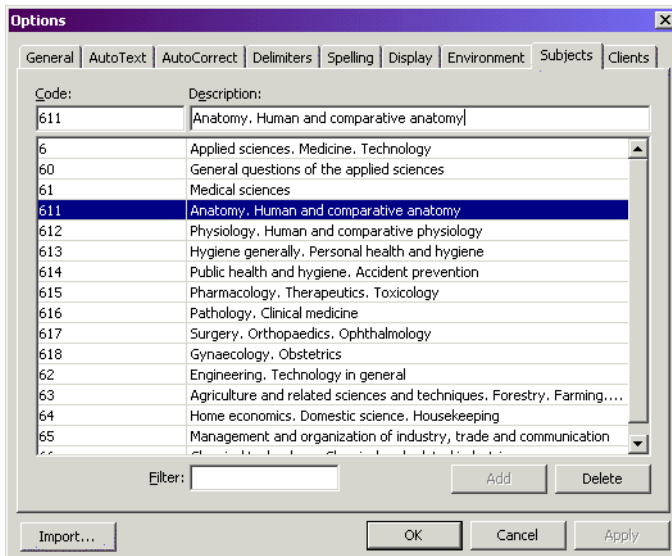
The code *6*, for instance, is the code for *Applied sciences. Medicine. Technology*, of which *61*, *Medical sciences*, is a subcategory, of which *611*, *Anatomy. Human and comparative anatomy*, is yet another subcategory.

Déjà Vu X Standard's matching algorithms would recognize that a record with the associated code *611* is closer to the code *61* (of which it is a subcategory) than for instance to *62* (of which it is not a subcategory) or even to *6* (of which it is only a subcategory of a subcategory). *611* is more closely related to *61*, *62*, or *6* than, for instance, to *7* (*The Arts*).

This means that the more sophisticated your system of classification is, the more precise the matches will be that Déjà Vu X Standard will be using.

You can assign subjects directly to database records during import and align processes or to individual records in the terminology database or translation memory view, but most commonly you assign them to records through your project files. Every language pair record that you send to the databases from your project will by default have the subject that you assigned in the project.

To assign subjects to a project file

1   In the open project file, select **Project>Properties>General**.

   –Or–

Right-click the project icon in the **File Navigator** and select **Properties**.

2   The **General** tab of the **Project Properties** dialog appears.
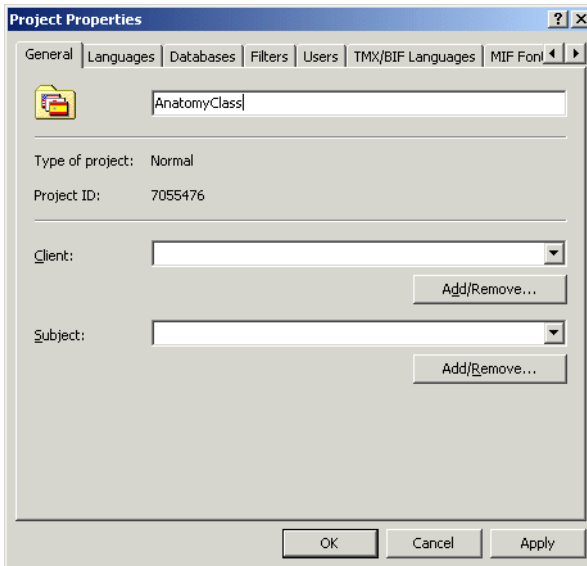
You can see that the project name (the name of the project file), the **Type of Project** (whether it is a normal or a satellite project), and the **Project ID** are automatically filled in. You will have to select **Client** and **Subject**.

3   Click on the down arrow in the **Subject** line.

4 The list of subjects opens.
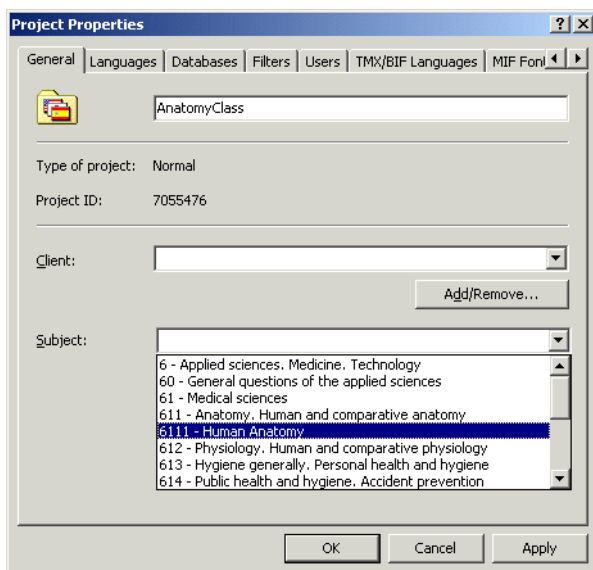
5 Select the subject of your project and do the same with the **Client** field.

6 Click **OK**.

To add subjects to the list of subjects

1 Enter a new code into the **Code** field.

2   Enter a description into the **Description** field.
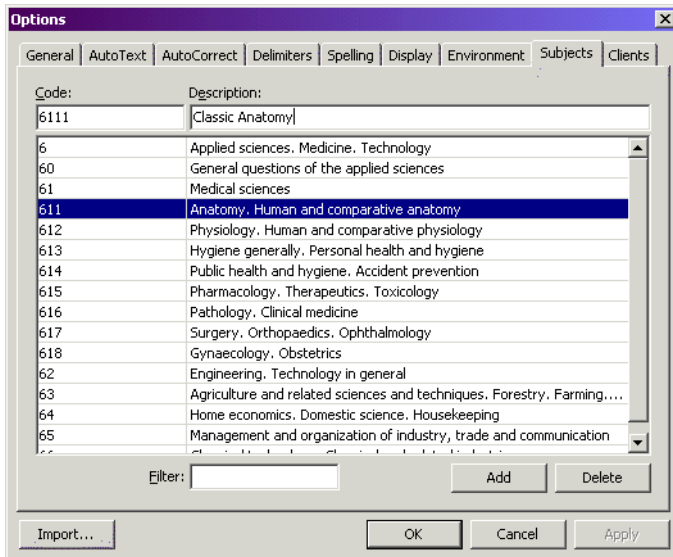
3   Click the **Add** button which is now activated.

4   The new category, in this case a subcategory to *611*, *Anatomy*, has been added to the list.
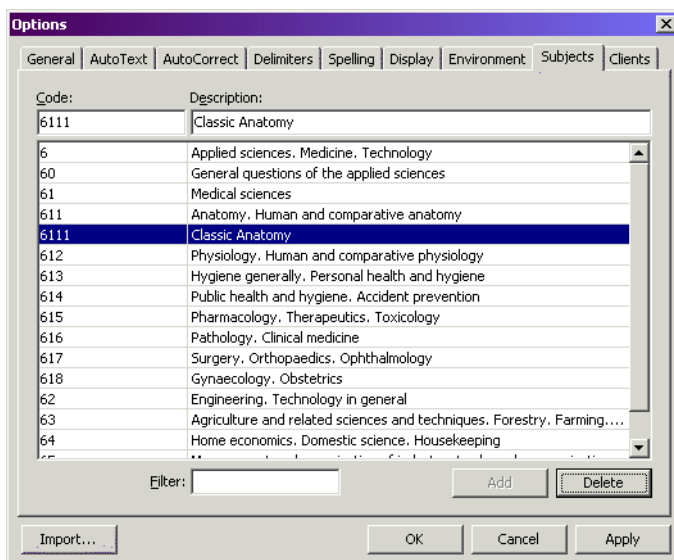
5   Click **Apply**.

To import subjects from Déjà Vu 3

1   Select **Import** in the lower left corner of the **Options** dialog.

2   The **Import DV3 Settings** dialog appears.
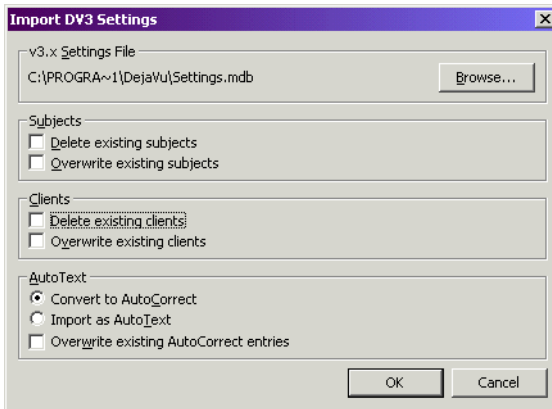
3   Under **Subjects**, you can select to import clients by either deleting or overwriting existing subjects.

4   Click **OK**.

To modify subjects in the list of subjects

1   Highlight the record that you want to modify.

2 Change the description in the **Description** field.
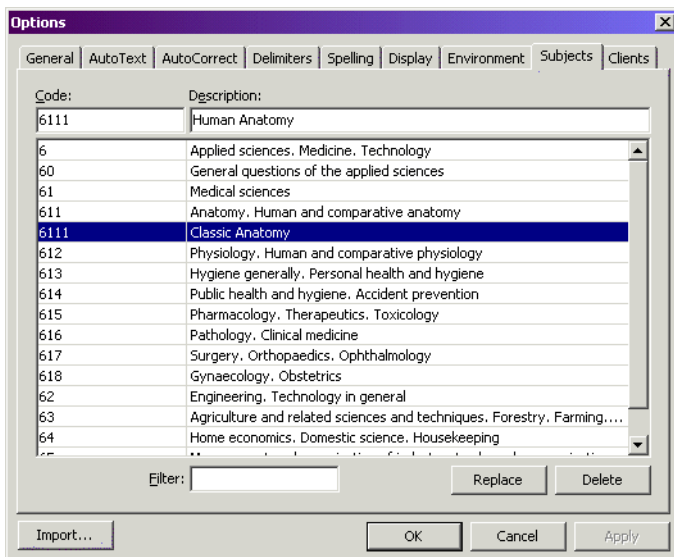
3 Click the **Replace** button which is now activated.

4 The changed category now appears in the list.
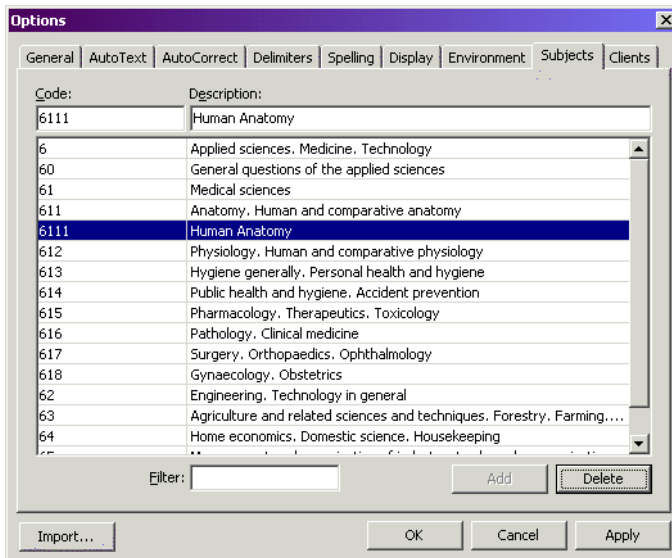
5 Click **Apply**.

To delete subjects from the list of subjects

1 Highlight the record that you want to delete.

2 Click **Delete**.

3 The record is deleted from the list.

4 Click **Apply**.

To find a subject in the list of subjects

1 Enter any digit that is contained in the code or any character that is contained in the subject description into the **Filter** field.

2 The records that match the find sequence are displayed
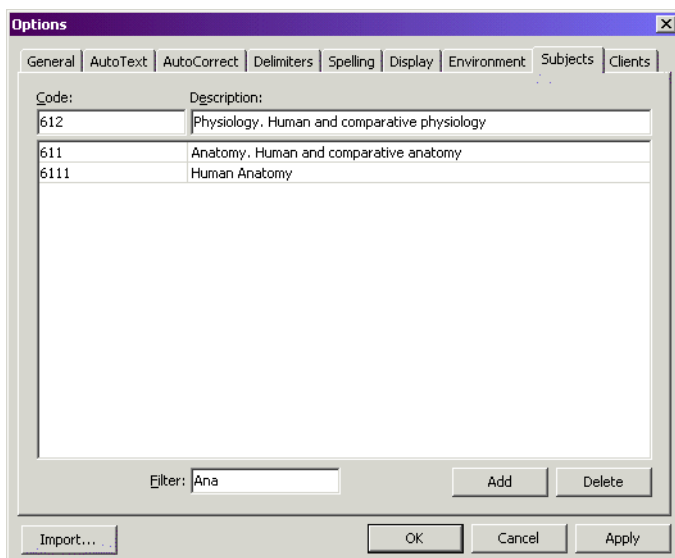
> *You can use wildcards when looking for subjects (for more information on wildcards, see "To scan with wildcards" on page 110).*

Managing Subjects—Tips and Tricks

The most important rule about subjects is to apply them to every translation project and each other entry in the databases.

The next most important consideration is how to set them up. Essentially, there are two ways to do that. You can

- *use the existing list of subjects and either try to find subjects that are relevant to your projects or set them up within the preassigned order, or*

- *delete the list of subjects and build your own list with its own hierarchical structure from scratch.*

While the second option may give you more flexibility in defining your choices (if, for instance, you only work with legal translation and you would like to fine-tune the whole range of subject codes to legal topics), only the first option allows you to effectively exchange Déjà Vu databases with other translators without having to redefine their structure.

No matter which way you choose to go, you should take your time to define (or fit) your subject structure as thoroughly as you can. Many translators find it helpful to do this planning on a piece of paper and then later transfer it into Déjà Vu X Standard.

Propagate

Once you have translated a sentence, you can apply this translation to the same or similar sentences within Déjà Vu X Standard. This process is called *Propagation*.

When searching for cells to propagate to, Déjà Vu X Standard only looks for linguistic matches and assumes that digits and embedded codes are not to be changed between source and target languages. This means that the samples in the following screenshot are all considered to be perfect matches, even though the number and codes differ from each other.

English (United States)	German (Standard)
I {446}waited{447} for 5 hours.	Ich habe 5 Stunden {446}gewartet {447}.
I {448}waited{449} for 16 hours.{450}	Ich habe 16 Stunden {448}gewartet {449}.{450}
I {451}waited{452} for 8 hours.{453}	Ich habe 8 Stunden {451}gewartet {452}.{453}

There are several ways to propagate a sentence with Déjà Vu X Standard:

■ The *manual propagate* option allows you to either propagate in your current file or throughout the project.

■ The *overwrite* option (see "To manually propagate a translation to all files in the project" on page 153) allow you to overwrite any existing translation, regardless of its status.

There are differences between these three options in terms of how sentences are being overwritten:

■ *AutoPropagate* overwrites any empty, fuzzy match or assembled row but does not do any fuzzy propagation.

■ *Manual propagate* overwrites any empty, fuzzy match or assembled row and prompts for confirmation when it finds a fuzzy match.

■ The *overwrite* option overwrites anything, including perfect and guaranteed matches and unmarked empty rows (i.e., manually translated rows), except finished and locked rows.

To manually propagate a translation in the current file

1 Select the sentence with the translation you want to propagate.

2 On the **Translation** menu, click **Propagate In Current File**.

   –Or–

Press Shift+F9.

   –Or–

Click the ⬇ button on the toolbar.

3 After propagating to *identical source* rows, Déjà Vu X Standard will look for rows where the source text is only similar to the one being propagated. If any such rows are found, Déjà Vu X Standard will

display the row in question and the fuzzy match in the **Confirm Fuzzy Propagation** dialog.

4 Make any corrections in the **Confirm Fuzzy Propagation** dialog.

5 Click **Yes**, and the match will be inserted into the target row.

You can see that Déjà Vu X Standard automatically placed the corrected codes into the target and gave that row a different status indicator.

To manually propagate a translation to all files in the project

1 Select the sentence with the translation you want to propagate.

2 On the **Translation** menu, click **Propagate To All Files**.

–Or–

Press Alt+Shift+F9.

–Or–

Click the ⬇ button on the toolbar.

3 After propagating to *identical source* rows, Déjà Vu X Standard will look for rows where the source text is only similar to the one being propagated. If any such rows are found, Déjà Vu X Standard will display the row in question and the fuzzy match in the **Confirm Fuzzy Propagation** dialog. For more information on this, see the description under "To manually propagate a translation in the current file" on page 152.

Embedded Codes

It is important for anyone working with Déjà Vu X Standard to understand what "embedded codes" are. They are arguably one of Déjà Vu X Standard's most powerful features because they protect the integrity of your documents and allow you to leverage your translation across many formats—to a much greater degree than most other CAT tools.

When you work with file types other than plain text, Déjà Vu X Standard only displays translatable text—everything else is hidden. However, in formats such as HTML, FrameMaker, or Word, formatting information is often embedded within a sentence, such as a particular word in bold, cursive, or small caps. Since Déjà Vu X Standard cannot automatically decide which formatting belongs to which word, it leaves the decision on where to place this formatting information to the translator. These are "*embedded code*s." If you have created a Déjà Vu X Standard project for, say, HTML, you will probably have noticed that many sentences contain embedded codes such as `{142}` or `{835}`.

Consider the following example:

English (United States)	German (Standard)
This is a sample.	Hier handelt es sich um ein Beispiel.
I {446}waited{447} for 8 hours.	Ich habe 8 Stunden {446}gewartet{447}.
I {448}waited{449} for 16 hours.	Ich habe 16 Stunden {448}gewartet{449}.
I {450}waited{451} for 24 hours.	Ich habe 24 Stunden {450}gewartet{451}.

You can see that the translator chose to place the codes in the target around the corresponding word in the translation.

In most cases you don't need to worry about what the embedded codes really contain, but it's clear that—whatever effect they have—they must be placed before and after the word *gewartet* (the German translation of *waited*).

Take a look at the original text:
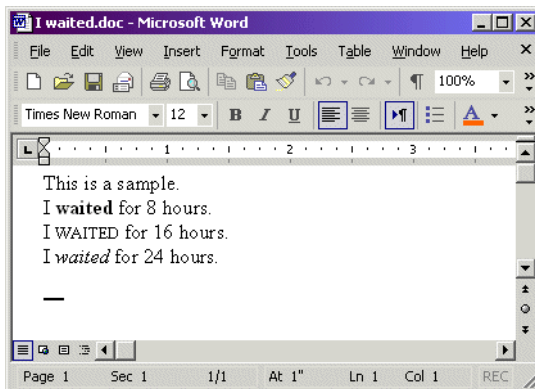
You can see that each of the instances of "waited" was formatted differently. Not only did this not make a difference to Déjà Vu X Standard when it processed the document (or the translators as they translated the document), but as indicated by the light blue status indicator, Déjà Vu X Standard even allowed the translator to only translate the first instance of that line and to propagate that translation to the other lines as perfect matches (for more information on propagation, including why the numbers are automatically copied over, see "Propagate" on page 151).

After the export of the translated document, all the formatting is retained at the appropriate positions:
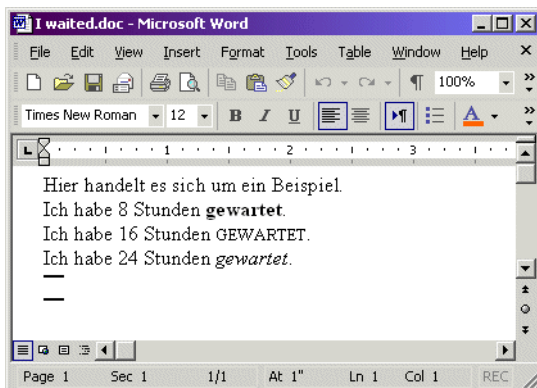
Though Déjà Vu X Standard stores the "meaning" of each code within a project—so that the correct formatting can be applied when you export the document—it treats the codes as mere placeholders when it propagates them or when it stores them in the translation memories or terminology databases. The effect of this is that Déjà Vu X Standard can be used across all file formats and internal format differences. Not only does

`I **waited** for 8 hours`

represent a perfect match to

`I *waited* for 16 hours`

within Word, but also to

`I waited for 24 hours`

within an HTML or FrameMaker file.

Relative Positioning of Embedded Codes Around Text

It is important to maintain the order of the codes relative to each sentence in the source because each embedded code in the Déjà Vu X Standard project stores specific formatting information.

Here are a few examples where this becomes relevant. Assume that

```
I waited for 8 hours
```

from an HTML file (in HTML code: `I <b>waited<\b> for 8 hours`) is displayed in Déjà Vu X Standard as:

```
I {446}waited{447} for 8 hours.
```

The placement of codes in the translation can only be like this:

```
Ich habe 8 Stunden {446}gewartet{447}.
```

If the codes were reversed in the translation:

```
Ich habe 8 Stunden {447}gewartet{446}
```

the resulting text would be corrupted because the tag that determines the beginning of the bold formatting (in our HTML example: `<b>`) would be preceded by the tag that closes it (in our HTML example: `<\b>`), with the result that the rest of the document would be in bold.

Relative Positioning of Embedded Codes in Shifted Syntax

Another thing to consider is the placement of codes when the syntax of the target language requires a re-arrangement of codes. Assuming that

```
I waited for 8 hours
```

from an HTML file (in HTML code: `I <b>waited<\b> for 8 <i>hours<\i>`) is displayed in Déjà Vu X Standard as:

```
I {446}waited{447} for 8 {448}hours{449},
```

the placement of codes in the translation can only be like this:

```
Ich habe 8 {448}Stunden{449} {446}gewartet{447}.
```

If the codes were reversed in the translation:

```
Ich habe 8 {446}Stunden{447} {448}gewartet{449},
```

the resulting text after the export would have a reversed formatting:

```
Ich habe 8 Stunden gewartet.
```

Copying and Moving Embedded Codes

When you are translating a sentence that contains embedded codes, you must make sure that the target sentence contains the same embedded codes, or Déjà Vu X Standard will not be able to export the project files properly.

In fact, Déjà Vu X Standard has several measures implemented to guarantee that the codes are not overlooked or deleted.

- It marks rows with a warning symbol ( ) where it finds a discrepancy in codes between source and target.

- It allows you to jump to rows with inconsistencies in embedded codes through the selection of **Translation>Check Embedded Codes**.

    –Or–

    Pressing Ctrl+Shift+F8.

- It write-protects codes in the target cells and marks them by painting them in a light gray.

- It allows for several ways to quickly insert embedded codes into the target.

- It warns when exporting documents with corrupted codes.
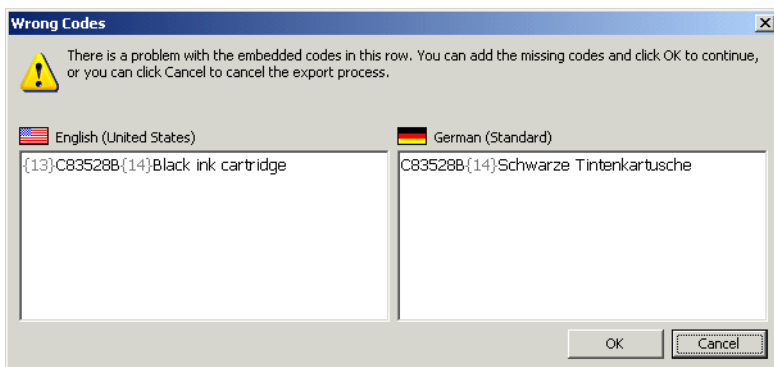
To automatically copy the next embedded code

1 Place your cursor in the target cell on the position you want the next available code to be copied to, and click **Copy Next Code**.

–Or–

Press F8 (or Ctrl+D).

2 Déjà Vu X Standard will insert the first embedded code that is in the current source sentence and not already in the target sentence at the position of the cursor.

To automatically copy all embedded codes

1 Right-click the target box, and click **Copy All Codes**.

–Or–

Press Alt+F8.

2 Embedded codes found in the current source sentence will be inserted at the cursor position in the current target sentence.

You should only use this option when you prefer to first copy the codes and then type around them. Just copying the codes into the sentence will disable the warning features in Déjà Vu X Standard, but it will not guarantee the correct placement of the embedded codes and the subsequent export of the file.

To automatically fix all embedded codes

1 Select the row for which you want to fix the embedded codes and select **Translation>Fix Embedded Codes**.

–Or–

Press Ctrl+F8.

2 Embedded codes found in the current source sentence will be inserted at the end of the current target sentence.

You should only use this option when you prefer to first copy the codes and then type around them. Just copying the codes at the end of a sentence will disable the warning features in Déjà Vu X Standard, but it will not guarantee the correct placement of the embedded codes and the subsequent export of the file.

To manually copy an embedded code from source to target

1 Double-click the desired code in the source sentence.

2 Drag the selected code to the target box, hold down the Ctrl key (otherwise the code will be moved rather than copied), and release the mouse button at the position where you want the code to be inserted.

  –Or–

Press Ctrl+C (or Ctrl+Ins) and position the cursor in the appropriate position in the target cell and press Ctrl+V (or Shift+Ins).

  –Or–

Right-click, select **Copy**, position the cursor in the appropriate position in the target cell, right-click, and select **Paste**.

To move an embedded code in the target cell

1 Double-click the code you want to move.

2 Use drag and drop to move the selected code to the desired position.

Deleting Embedded Codes

In some cases, you may want to temporarily delete the embedded codes from the target sentence.

To delete a single embedded code

1 Select the entire code (double-clicking on a code will select it).

2 Press Ctrl+X (or Shift+Del).

To delete all embedded codes in a sentence

1 Right-click the target text box to bring up the context menu, and click **Delete Codes**.

   –Or–

Press Ctrl+Space.

*You can also select **Delete Codes and Text** or press Ctrl+Space twice to delete the whole sentence.*

Modifying Embedded Codes

Embedded codes are protected in such a way that it is difficult to tamper with them. If you were to delete even only one, the export function might not be able to reconstruct a valid DTP file. It is possible, however, to modify the contents of a code in a target sentence.

To modify the contents of an embedded code

1 Right-click anywhere on the code and select **Display Code** from the shortcut menu.

   –Or–

Highlight the code and press Shift+F6.

2 The **Embedded Code** dialog appears with the embedded code being displayed.
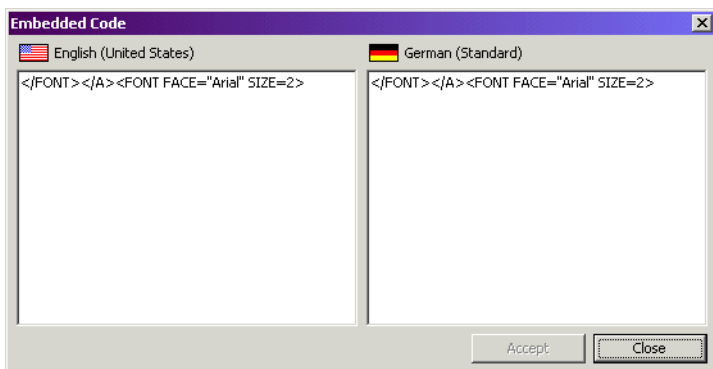
3 Enter your changes in the target box.
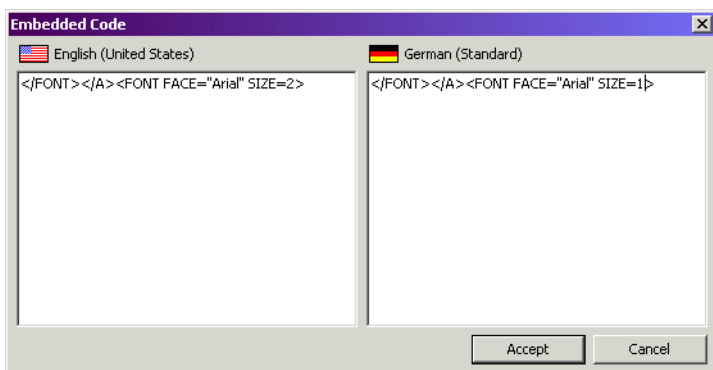
4 Click **Accept**.

You should only change the contents of embedded codes when absolutely necessary and when you are very familiar with the coding of the file format you are working in.

Context View

In some cases, it is helpful to have a more thorough context view than Déjà Vu X Standard offers in its project view. For these cases, Déjà Vu X Standard offers you the *See in Context* view.

To see text in context

1   Select the sentence for which you would like to see the context.

2   Select **Edit>See in Context**.

–Or–

Press F6.

3   The **Source Sentence in Context** dialog appears.
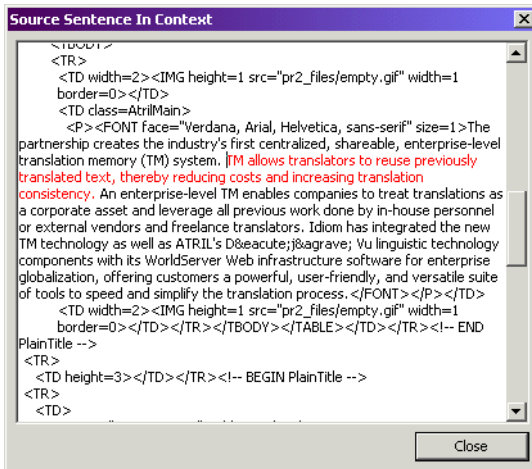
4 You can see the source sentence of your current selection in red and the surrounding text and code in black.

The context view is not the same as you would see in a particular viewer, such as Internet Explorer or Microsoft Word; instead it is the view of the underlying code, in this case HTML.

File formats for which this view is not available include Access, Excel, PowerPoint, and Trados.

Conversions

Whenever Déjà Vu X Standard inserts a match into a translation, it automatically performs certain conversions, including:

■ embedded codes (see "Embedded Codes" on page 154).

■ acronyms—Déjà Vu X Standard will assume that any word of two or less characters is an acronym that does not need to be translated and will thus take it over from source to target. For double-byte languages, this feature will only work with one-character words.

■ numbers—the assumption is made that numbers will not be translated and will be taken over from the source to the target, regardless of what is found in the databases.

While the acronym and number conversions are extremely helpful features, it is wise to verify any of these conversions. Examples of where an automatic conversion may not be successful would include toll-free telephone numbers that are valid for the region of the source language but not for the region of the target language.

Other conversion features are not performed automatically but are dependent on your settings.

To control the conversion features

1 Select **Tools>Options>General**.

2 The **General** tab of the **Options** dialog is displayed.
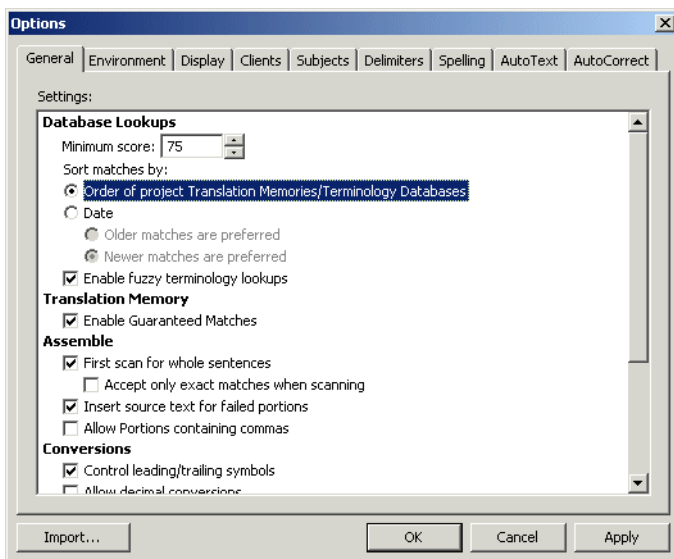
Under **Conversion**, you can enable the following conversion processes:

❑ **Control leading and trailing symbols**—Enables Déjà Vu X Standard to automatically fill in symbols such as punctuation marks or spaces at the beginning or end of a sentence. This is a helpful setting if the punctuation systems of your languages match each other. Between English and Japanese, for example, this would not be a very helpful setting.

❑ **Allow decimal conversion**—If enabled, Déjà Vu X Standard will automatically convert numbers, such as 1,000,000.00 (American English) to 1.000.000,00 (Spanish) to 1 000 000,00 (French).

❑ **Allow case conversion**—If enabled, Déjà Vu X Standard will automatically convert the case of a word in the target to the case of the source. While this is a helpful setting between languages of a similar capitalization system, it would not be a helpful setting between English and German, for instance.

3 Make the desired settings and click **Apply** and/or **OK**.

Copying and Populate

Déjà Vu X Standard employs the standard Windows commands and paths to copy, cut, and paste text. You can copy, cut, and paste text by:

Selecting the text and pressing Ctrl+C (or Ctrl+Ins) for Copy, Ctrl+X (or Ctrl+Ins) for Cut, or Ctrl+V (or Shift+Ins) for Paste.

–Or–

Selecting the text and selecting **Edit>Copy**, **Edit>Cut**, or **Edit>Paste**.

–Or–

Selecting the text and clicking on 🖺 (Copy), or ✂ (Cut), or 📋 (Paste) on the toolbar.

–Or–

Selecting the text and pressing the Ctrl key while dragging and dropping the text elsewhere.

However, there are a number of copy functions available that are specific to Déjà Vu X Standard. These are called "Populate."

Populating Single Sentences

Populating single sentences can be especially helpful when you have a sentence with a lot of untranslatable text, such as product names, proper names, addresses, or codes.

To copy the current source to the current target

1   Select the row you want.

2   On the **Insert** menu, select **Populate>Current Sentence**.

–Or–

Press F5.

You can also copy the content of several rows into the target with this command by selecting the desired rows in the selection mode (see "Selecting Rows in the Selection Mode" on page 45).

To insert the current target with the current source

1   Select the row you want.

2   Press Ctrl+F5.

3   The source sentence is inserted to the beginning of the existing target sentence.

You can also copy the content of several rows into the target with this command by selecting the desired rows in the selection mode (see "Selecting Rows in the Selection Mode" on page 45).

To populate all the target columns for the current target language

On the **Insert** menu, select **Populate>Current Language**

–Or–

Press Alt+F5.

You can also populate all target languages in the project by pressing Ctrl+Alt+F5.

You should be careful with this option because it can be difficult to batch delete a certain subgroup of sentences again. The possibilities that Déjà Vu X Standard readily offers are to delete all translations, all assembled translations, and all fuzzy match translations. You can access these options by right-clicking on a row and choosing the appropriate option from the context menu.
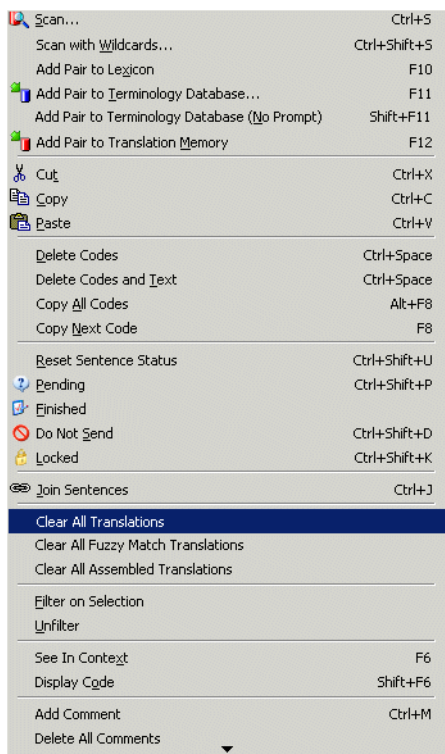
One significant difference between populating only one sentence and all the sentences of a language is that only in the first option are the contents of the row in question overwritten. In the second option, only the empty rows are filled in.

Sentence Delimitation

Sentence delimitation rules are the rules by which Déjà Vu X Standard determines how text in a specific language should be segmented. You can change or add the default delimitation rules so that it corresponds to your specific language and the style of the author of your source documents. The delimitation rules allow you to specify for each language what rules are to be used as well as the exceptions to these rules.

Déjà Vu X Standard's default rules are the most common rules for most languages. It segments text when it sees one of the following punctuation marks:

- ❑ period,

- ❑ question mark,

- ❑ explanation mark,

- ❑ colon, or

- ❑ semi-colon

followed by a white space. For periods, questions marks, and explanation marks, Déjà Vu X Standard also defines that they may not be followed by a lower-case letter.

Though these are good rules, in many cases they may only provide a starting point for your particular delimitation rules. Examples include the following:

- Certain frequently occurring abbreviations in your source language, such as "P.O. Box," would be considered to be splittable by these rules.

- Certain languages may make very heavy use of some punctuation marks, such as the semi-colon, which then should probably be deleted as a delimitation rule for that language.

- Certain languages may not make use of any of these rules because they use a completely different set of punctuation marks. That would include languages such as Chinese and Japanese.

In these cases you will have to define new rules.

To modify sentence delimitation rules

1   Select **Tools>Options>Delimiters**.

2   The **Delimiters** tab is displayed with the source language of your current project.
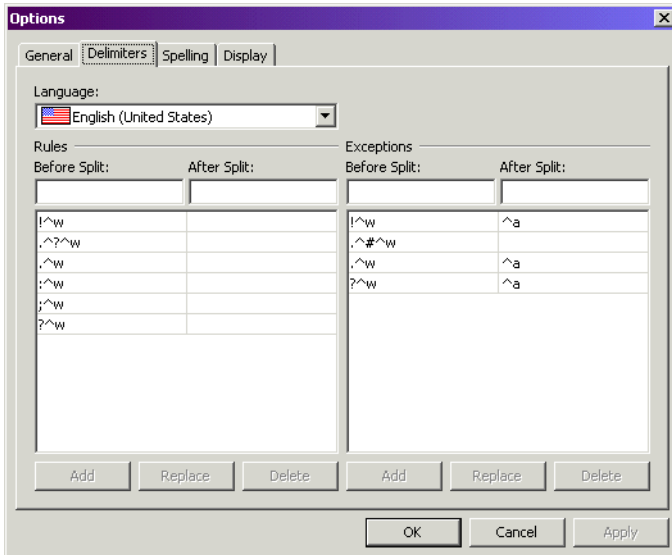
3   In the left part of the tab you can see the **Rules**, and in the right part the **Exceptions** to the rules.

To define rules you can use any actual character plus these symbols:

Symbol	Meaning
^w	white space
^#	a digit (1, 2, 3...)
^$	a letter (upper-case, lower-case, or any case)
^a	a lower-case letter
^A	an upper-case letter
^?	any character
^^	the caret character (^) itself

The character string `.^w` would thus mean a period followed by a white space, or `e.g.,^w` would mean (the abbreviation) "e.g.," followed by a white space.

4   Select the desired language

5   Type the desired character and symbols in the **Before Split** and **After Split** fields.

–Or–

Type the desired character. To enter the desired symbols, right-click and select the symbols from the shortcut menu.

```
Digit
Any letter
Lowercase letter
Uppercase letter
Any character
White space
Caret (^) symbol
```
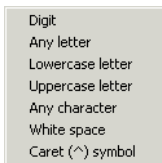
6   Once you have entered or modified your rule, click **Add**.

To remove a rule or exception

1   Click the desired row on the table to select it.

2   Click **Delete**.

To import sentence delimitation rules from Déjà Vu 3

1   Select **Import** in the left-hand lower corner of the **Options** dialog.

2   Though the resulting **Import DV3 settings** dialog does not contain any option that is specific to sentence delimitation, if you start the import process by clicking **OK**, all custom delimitation rules for all languages will be imported.

In cases where several sub-languages have replaced a single language in Déjà Vu 3—e.g., German in Déjà Vu 3 is now German (Standard), German (Austria), German (Liechtenstein), German (Luxemburg), and German (Switzerland)—the rules for the main language will be imported to all sub-languages.

Tips and Tricks on Sentence Delimitation:

For languages that do not use any of the typical punctuation marks, such as Chinese, you can delete all the existing rules and add new rules by typing the appropriate characters and the symbols that Déjà Vu X Standard uses. For Chinese, for instance, you can add "。" to have Déjà Vu X Standard split segments every time that character is used in the document. Because typically spaces are not used after that character (or any other punctuation mark in Chinese), you would not have to add "^w."

The sentence delimitation settings are stored in the settings.dvset file. For more information, see "Storing the Client and Subject Settings" on page 129.

Splitting and Joining Sentences

After importing, it is possible that you may find that a sentence has been incorrectly split. Déjà Vu X Standard splits the source text into sentences using the rules and exceptions you set for the project's source language (see "Sentence Delimitation" on page 169). However, even with the most carefully built set of rules and exceptions, there may be *errors* in the way Déjà Vu X Standard breaks text into sentences. The most common reasons for these errors are

■   uncommon abbreviations that are not included in your list of exceptions (see "To modify sentence delimitation rules" on page 170), and

■ incorrectly placed soft or hard returns added by the author for formatting purposes.

In some formats (such as PowerPoint, where this is an extremely typical error), Déjà Vu X Standard automatically ignores soft returns. There is no case, however, where hard returns can be ignored.

You can correct such errors by:

■ editing the source file.

■ adding a new exception rule and importing the file(s) again.

■ manually splitting a sentence at a certain point.

■ manually joining two sentences together.

To split a sentence

1 Place the insertion caret to the position in the source sentence where you want to split the sentence.

2 Select **Split Sentences** from the **Edit** menu.

   –Or–

Click the 🉐 button on the toolbar.

   –Or–

Press Ctrl+I.

3 The sentence should now be split.

To join two sentences

1 Click the row that you want to have joined with the next sentence.

2 Select **Join Sentences** from the **Edit** menu.

   –Or–

Click the 🔗 button on the toolbar.

   –Or–

Press Ctrl+J.

3   The sentences are now joined.

Depending on what is between the sentences in the source file, Déjà Vu X Standard may or may not add an embedded code. If the undesired split is due to an incorrectly set sentence delimitation rule, Déjà Vu X Standard will typically not add an embedded code. If it is because of an incorrectly set soft or hard return, Déjà Vu X Standard will place an embedded code between the sentences.

In general, it is not possible to join segments in certain file formats, including Excel, Trados, PowerPoint, and Access.

Common Windows Functions

Character Map

You can press Ctrl+K or select **Tools>Character Map** to display the Windows **Character Map**—a convenient way to enter special characters that you cannot type with your keyboard or whose ANSI code you don't remember.

Windows 2000 and XP Character Map
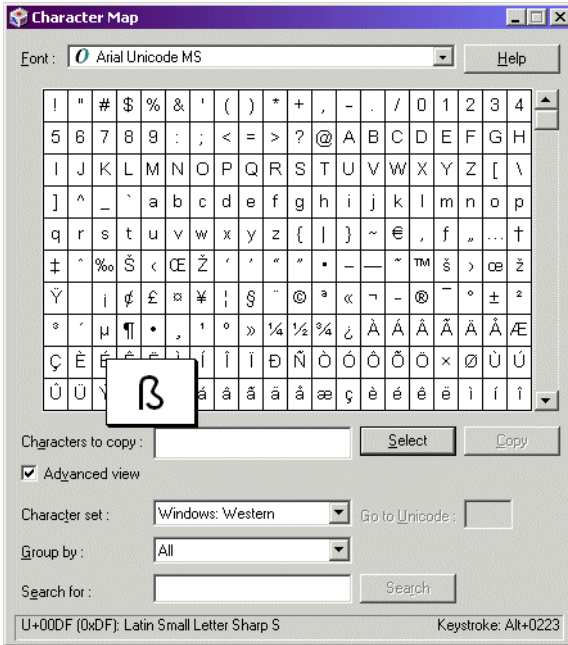
Windows 98, ME, and NT4 Character Map
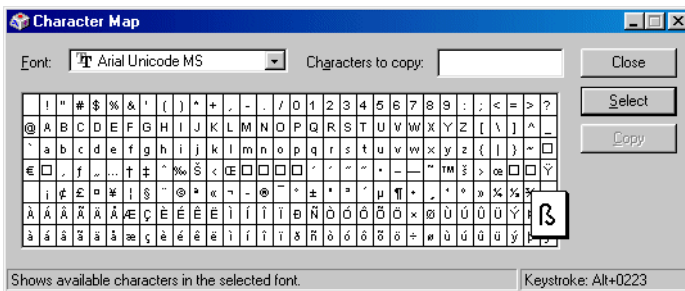
If you use Windows 98, ME, or NT4 and the Windows character map does not appear when you press Ctrl+K, it is probably because it is not installed.

To install the Windows Character Map

1   Open the Windows **Start** menu.

2   Open the **Settings** submenu, and select **Control Panel**.

3   Double-click **Add/Remove Programs**.

4   Select the **Windows Setup** tab.

5   Click **System Tools** (Windows 98 and ME).

6   Click **Details**.

7   Make sure **Character map** is selected.

8   Click **OK**.

> *Windows will probably ask you for your Windows installation CD-ROM.*

To enter characters with the Windows Character Map

1   Select a font and the character you want to enter.

2   Click **Select** and **Copy**.

3   The character is now on your clipboard and you can paste it into any position within your open file by placing your cursor at the appropriate location and

pressing Ctrl+C (or Ctrl+Ins)

    –Or–

selecting **Edit>Copy**

    –Or–

clicking on 🖹 on the toolbar.

Search and Replace Features

If you are looking for a specific term, you can use the standard Windows **Find** features to find it. If you want to replace the term, you can use the standard "search and replace" features to locate and replace it.

To use the find feature

1 On the **Edit** menu, click **Find**.

–Or–

Press Ctrl+F.

–Or–

Click the 🔍 button on the toolbar.

2 The **Find** dialog appears.
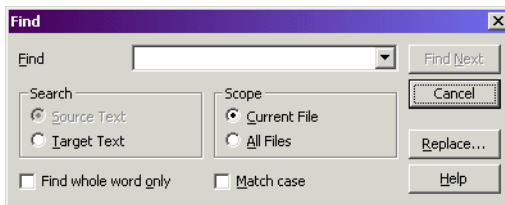
3 Select whether you want to search the **Source Text** or the **Target Text** and/or the **Current File** or **All Files** by checking the appropriate check boxes.

4 In the **Find** box, enter the text you want to search for.

By default, the text that you last entered will be displayed. You can also use the dropdown list to select any text you searched for recently, or you can highlight the text you want to search for and then open the Find dialog.

5 If you want to only search for complete words, check **Find whole word only**. If this option is not selected, words that begin with the search text will also be found.

6 If you want to only search for words with capitalization identical to what you entered, check **Match case**.

7 Click **Find Next**.

8 The next row that contains the search word will be selected.

9 To continue searching for that word, you can continually click **Find Next**.

 –Or–

Close the **Find** dialog and press F3 (or Shift+F4).

 –Or–

Close the **Find** dialog and click 🔍 on the toolbar.

10 The next row that contains the search word will be selected.

To use the search and replace feature

1 Press Ctrl+H.

 –Or–

Select **Edit>Replace**.

 –Or–

Within the **Find** dialog, click **Replace**.

2 The **Replace** dialog appears.
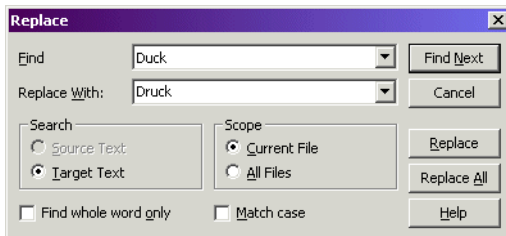
3   Select whether you want to replace text in the **Source Text** or the **Target Text** and/or the **Current File** or **All Files** by checking the appropriate check boxes.

4   Enter the text you are looking for into the **Find** box and the text you want to replace it with into the **Replace With** field.

> *By default, the text that you last entered will be displayed. You can also use the dropdown lists to select any text you searched for and replaced recently, or you can highlight the text you want to search for and then open the **Replace** dialog.*

5   If you want to only replace complete words, check **Find whole word only**. If this option is not selected, words that begin with the search text will also be replaced.

6   If you want to only replace words with capitalization that is identical to what you entered, check **Match case**.

7   Click **Find Next**.

8   The next row that contains the search word will be selected.

9   If you want to replace the word that has been found, click **Replace**. If you want to have all occurrences of this word replaced, click **Replace All**.

Redo and Undo Features

Déjà Vu X Standard supports an unlimited number of redo and undo actions.

To undo an action

Press Ctrl+Z.

–Or–

Select **Edit>Undo**.

–Or–

Click 🔄 on the toolbar.

To redo an action

Press Ctrl+Y.

–Or–

Select **Edit>Redo**.

–Or–

Click ⟳ on the toolbar.

Saving the Project

One of the great benefits of working in a database environment is that the database saves itself automatically when a new cell is selected or the database is closed. Because even the Déjà Vu project file is a database, there is no need to ever save your project!

Change Case

You can either change the case (capitalization) of a certain selection within a target sentence or for the content of a whole target sentence.

To change the case for a selection

1   Select the text whose case you want to have changed.

2   Press Shift+F3.

–Or–

Select **Edit>Change Case**.

–Or–

Click *Aa* on the toolbar.

3   The case will change in the following cycle:

   ❑   first letter uppercase, the rest lowercase

   ❑   all lowercase

   ❑   all uppercase

To change the case for the content of target cell

1 Select the row for which you want to have the case changed for all the source text.

2 Press Shift+F3.

> –Or–

Select **Edit>Change Case**.

> –Or–

Click **Aa** on the toolbar.

3 The case will change in the following cycle:

❏ first letter uppercase, the rest lowercase

❏ all lowercase

❏ all uppercase

*The change of case does not affect numbers and symbols. On a U.S. English keyboard layout, for instance, a single quote (') will **not** change to a double quote (").*

Chapter 6

Editing Features in Déjà Vu X Standard—The Details

Déjà Vu X Standard includes a multitude of editing and quality assurance features, most of which are described in the workflow chapters (p. 63). These include:

- Terminological consistency check

- Numeral consistency check

- Embedded code check

- Spell check

Below you will find an in-depth description of the spelling module of Déjà Vu X Standard.

Spelling Options

There are several spelling options in Déjà Vu X Standard.

To access the spelling options

1   Select **Tools>Options>Spelling**.

   –Or–

Click on **Options** in the **Check Spelling** dialog (see "Spell checking" on page 92).

2 The **Spelling** tab in the **Options** dialog is displayed.
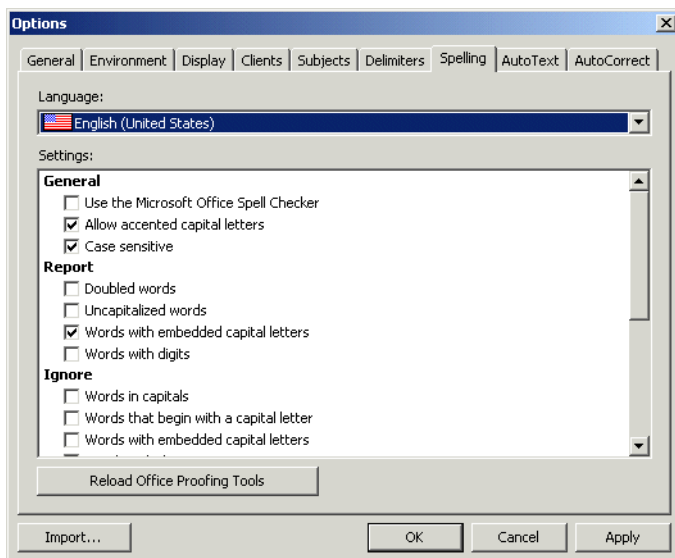
Going from top to bottom, you will find the following options:

■ **General>Use the Microsoft Office Spell Checker**—When this option is enabled, the dictionaries of the Microsoft Office spell checker are used rather than Déjà Vu X Standard's own spell checking dictionaries.

 This option is particularly helpful for spell checking languages without a native spell checker in Déjà Vu X Standard, but it does tend to slow the spell checking process. If you are translating into a language that includes a spell checking dictionary in Déjà Vu X Standard, you may work more efficiently if you leave this option unselected.

Enabling this option disables all other options.

■ **General>Allow accented capital**—When this option is enabled, words with accented capitals, such as ESPAÑA, are accepted. This option is selected by default.

■ **General>Case sensitive**—When this option is enabled, any word that does not match the exact case in the dictionary will be reported.

This would, for example, include "canada," "CANADA," or "cANADA," whereas "Canada" would be considered correct.

■ **Report>Doubled words**—When this option is enabled, any word appearing twice in a row is reported in the **Check Spelling** dialog.

■ **Report>Uncapitalized words**—When this option is enabled, any word that does not match the capitalization in the dictionary will be reported in the **Check Spelling** dialog. For example, "canada" is considered different from "Canada," so "canada" would be reported as a misspelling. "CANADA," however, would not be reported (see p. 184).

■ **Report>Words with embedded capital letters**—When this option is enabled, any word in which a capital letter is embedded is reported in the **Check Spelling** dialog. Examples would include DejaVu or QuarkXPress. This option is selected by default.

■ **Report>Words with digits**—When this option is enabled, any word that contains digits is reported in the **Check Spelling** dialog. Examples would include Win2000 or B2B.

■ **Ignore>Words in capitals**—When this option is enabled, any words containing all capital letters are ignored (i.e., are skipped without being checked).

■ **Ignore>Words that begin with a capital letter**—When this option is enabled, any words beginning with a capital letter are ignored (i.e., are skipped over without being checked).

■ **Ignore>Words with embedded capital letters**—When this option is enabled, any word with a capital letter in the middle is ignored. Examples would include DejaVu or QuarkXPress.

■ **Ignore>Words with digits**—When this option is enabled, any word that contains digits is ignored. Examples would include Win2000 or B2B.

■ **Ignore>Numbers**—When this option is enabled, any number—such as 255.255.255.0 or 1-800-255-1212—is ignored. This option is selected by default.

■ **Ignore>Internet addresses**—When this option is enabled, any Internet address—such as http://www.atril.com—is ignored. This option is selected by default.

- **Split>Contracted words**—When this option is enabled, contracted words are split. Examples include words such as the Italian "quell'anno" into "quell anno."

- **Split>Hyphenated words**—When this option is enabled, hyphenated words are split. Examples include words such as "self-control" into "self control" or "log-on" into "log on." This option is selected by default.

- **Split>Compound words**—When this option is enabled, compound words are split. Examples include words such as "logon" into "log on" or "toolbar" into "tool bar."

- **Split>Strip possessives**—When this option is enabled, possessives are stripped. Examples include "Emilio's" into "Emilio" or "Déjà Vu X Standard's" into "Déjà Vu X Standard." This option is selected by default.

- **Suggestions>Phonetic**—When enabled, suggestions are made based on phonetic similarity as well as typographical similarity. This option tends to improve suggestions for badly misspelled words. Enabling this option will increase the time required to locate suggestions.

- **Suggestions>Typographical**—When enabled, suggestions are made only based on typographical similarity. You will have to choose between phonetic and typographical suggestions.

- **Suggestions>Suggest split words**—When this option is enabled, two separate words will be suggested as a replacement for a misspelling containing two joined words. For example, "is the" would be suggested as a replacement for "isthe."

3 Set the appropriate options for each language you are working in.

The spelling options you check in this dialog also take effect in any spelling you may perform in your translation memories or terminology databases. For more information on this, see "Spell Checking the Translation Memory" on page 382 and "Spell Checking the Terminology Database" on page 461.

Dictionaries

Dictionaries are customized lists of words that you want to have automatically or conditionally changed, ignored, or excluded.

Though Déjà Vu X Standard is pre-equipped with extensive dictionaries for the languages with supported spell check engines, there will always be words that you encounter during spell checks which are not included. You can choose to include those in your custom dictionaries.

To add words to user dictionaries

1 If a correctly spelled word is displayed in the **Not in Dictionary** box on the **Check Spelling** dialog (see "Spell checking" on page 92), the word should be added to a user dictionary.
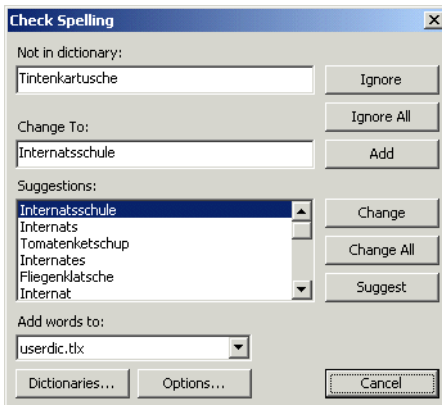
2 Select the desired dictionary under **Add words to** and click **Add**.

3 The word is added to the dictionary with the default setting of Ignore, and will no longer be marked as misspelled.

> *You can choose to send the word to the userdic.tlx, which is a general-purpose user dictionary. We recommend that you select this user dictionary in the **Add Words To** list so words will be added to it when you click the **Add** button in the **Check Spelling** dialog.*

To add words to the custom dictionaries with settings other than Ignore

1 On the **Check Spelling** dialog, click **Dictionaries**.

2 The **Dictionaries** dialog appears.
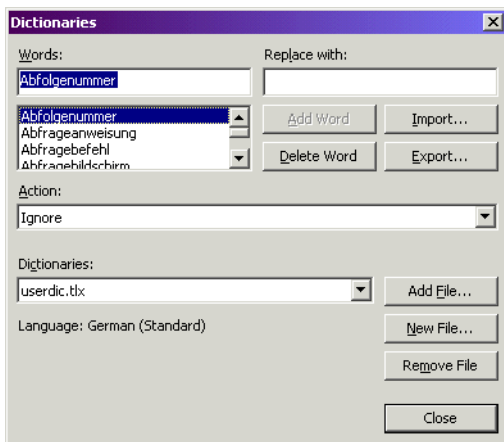
The **Dictionaries** dialog allows you to add and remove user dictionaries and edit the contents of any added user dictionary.

3 Open the drop-down list under **Dictionaries**.

Here you can see a list of all associated user dictionaries for that language. The default dictionary is userdic.tlx.

For information on how to create other dictionaries, see "To create a new dictionary" on page 190.

In our case we would like to add *Wotr* to our German user dictionary with the setting **Automatic Change** to *Wort.*

4 Enter "*Wotr*" under **Words** and *Wort* under **Replace with**.

5 Open the drop-down list under **Action** and select **Automatic Change**.

6 Click on **Add Word**.
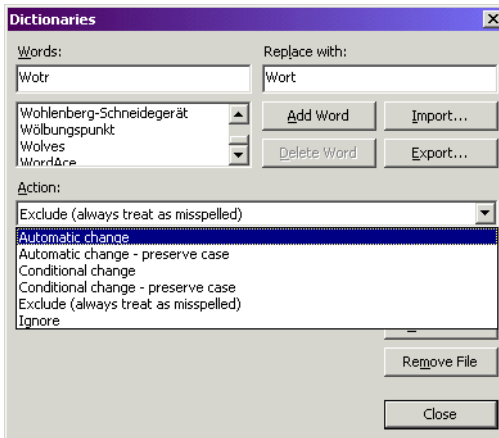
7 Click **Close**. The next time you encounter *Wotr* in your German spell check, it will automatically be changed to *Wort*.

You can also delete or edit words in the same dialog.

Other possible settings include:

❑ **Automatic change - preserve case**—This automatically changes the word while preserving the case of the original (in our case, "*wotr*" would have been changed to "*wort*").

❑ **Conditional change**—This option prompts the defined correction in the **Change to** field in the **Check Spelling** dialog.

❑ **Conditional change - preserve case**—This option prompts the defined correction in the **Change to** field in the **Check Spelling** dialog while preserving the case of the original.

❑ **Exclude (always treat as misspelled)**—This option always treats that word as misspelled.

❑ **Ignore**—This option, which is the default setting, always ignores the word during spell checks.

To create a new dictionary

1 On the **Check Spelling** dialog, click **Dictionaries**.

2 The **Dictionaries** dialog appears.

3 Click on **New File** in the **Dictionaries** dialog.

4 The **New Dictionary** dialog appears.
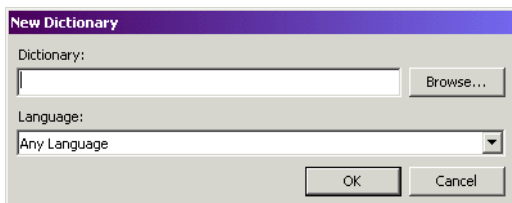
5 Click **Browse** and select a name and path for your new dictionary.

> *The default path for dictionaries is* `C:\Program Files\Atril\Deja Vu X\Spelling\<LanguageCode>` *(on an English Windows installation) but you are free to save it elsewhere.*

6 Select a language from the drop-down list under **Language**.
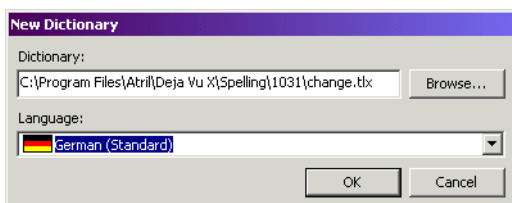
7 Click **OK**.

8 You are returned to the **Dictionaries** dialog. If you select the drop-down list under **Dictionaries**, you can now see the added dictionary.
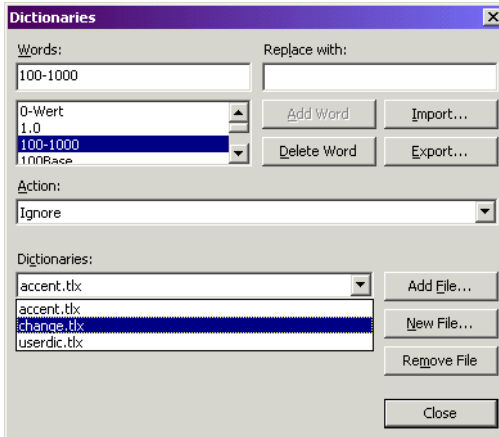
Situations where it may be useful to add dictionaries may include projects where you have a very specific vocabulary that may not be valid for other projects.

To add existing dictionaries

1 On the **Check Spelling** dialog, click **Dictionaries**.

2 The **Dictionaries** dialog appears.

3 Click on **Add File** in the **Dictionaries** dialog.

4 The **Select Name and Location of the User Dictionary** dialog appears.
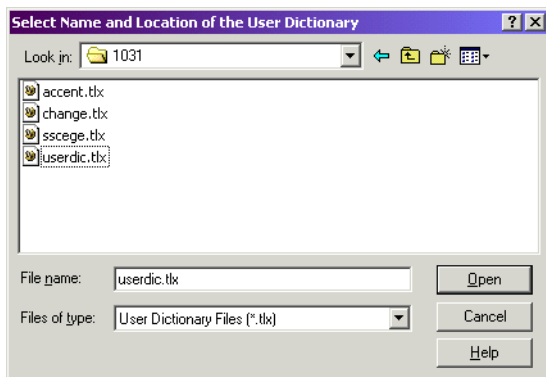
5 Select name and location of the new dictionary and click **Open**.

6 The dictionary is added.

> *While it is possible to simply add the existing user dictionaries of the "ignore" type of an earlier version of Déjà Vu, you should be aware that this will automatically change the internal file format which makes them unusable for Déjà Vu 2 or 3 installations. A better way of adding these would be to import them into existing Déjà Vu X Standard user dictionaries (see "To import a dictionary" on page 192).*

To import a dictionary

It is possible to import

❑ existing .tlx dictionaries from earlier versions of Déjà Vu or other programs that use the same spell checker,

❑ simple text files (with words listed in a simple column format), or

❑ external .dic files (such as from an Office installation).

*To find the installation path of your Microsoft Office dictionary, open Word, select **Tools>Options>Spelling & Grammar**, and click **Dictionaries** or **Custom Dictionaries**. In the resulting dialog, you can see the full path of your custom dictionary files:*
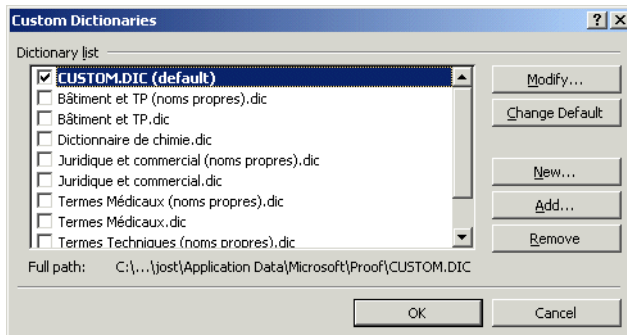
While words from the .dic files and text files can only be included in the "ignore" property, words from existing .tlx dictionaries will retain the property they had previously (automatic or conditional change, ignore, or exclude).

1 On the **Check Spelling** dialog, click **Dictionaries**.

2 The **Dictionaries** dialog appears.

3 Make sure that the dictionary you want to import into is selected under **Dictionaries**.

4 Click on **Import**.

5   A file selector dialog appears. Select the dictionary that you would like to import.

Make sure that you select a dictionary for the correct language!
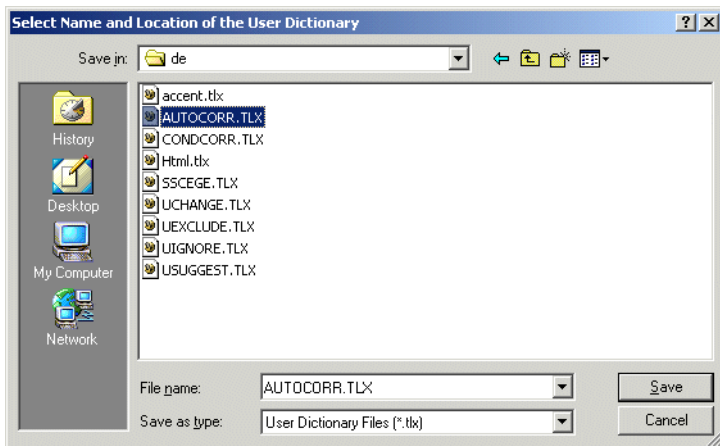
6   Click **Save**.

7   Depending on the size of the dictionary, the import process can take several minutes.

8   Once it is finished, you can see the imported entries in the
Dictionary dialog.
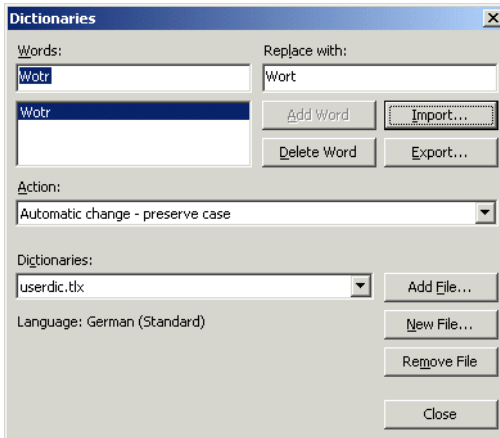
9   Note that the imported entry was correctly interpreted as an
Automatic change entry.

10 Click **Close**.

To export a dictionary

The dictionary export function of Déjà Vu X Standard converts the user
dictionary files into mere text files.

1   On the **Check Spelling** dialog, click **Dictionaries**.

2   The **Dictionaries** dialog appears.

3   Make sure that the dictionary you want to export is selected under
Dictionaries.

4   Select **Export**.

5   Select the folder path and the name of the text file.

6   Select **Open**.

Chapter 7

Review Features in Déjà Vu X Standard—The Details

Translators often encounter passages that are difficult to translate. The more you think about them, the harder they become to translate. The best way to deal with this would probably be to forget about it for a while, continue translating, and come back to it when your mind is fresh. If you cannot come up with a good solution even then or you are still not certain about your solution, Déjà Vu X Standard provides tools to highlight these rows for an editor or another translator.

Bookmarking a Sentence

Déjà Vu X Standard allows you to set a "bookmark" to mark a position in a project. All the bookmark commands are available through the **Bookmarks** submenu within the **Files** menu:
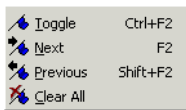
Bookmarks help you to select sentences on the fly that you can later easily locate.

To set a bookmark

1   Select the row where you want to set a bookmark.

2   Select **Edit>Bookmarks>Toggle**.

   –Or–

Press Ctrl+B (or Ctrl+F2).

   –Or–

Right-click on the row and select **Toggle** from the shortcut menu.

3   A **Bookmark** icon ☐ will appear to the left of the row.

To remove a single bookmark

1   Select the row in which you have previously set a bookmark.

2   Select **Edit>Bookmarks>Toggle**.

   –Or–

Press Ctrl+B (or Ctrl+F2).

   –Or–

Right-click on the row and select **Toggle** from the shortcut menu.

3   The **Bookmark** icon ☐ at the left of the row will disappear.

To remove all bookmarks

1   Select **Edit>Bookmarks>Remove All**.

2   All **Bookmark** icons ☐ will disappear.

To move to the next bookmark after the currently selected row

1   Select **Edit>Bookmarks>Next**.

   –Or–

Press F2.

2   If there are only bookmarks above your current position, the following dialog is displayed:
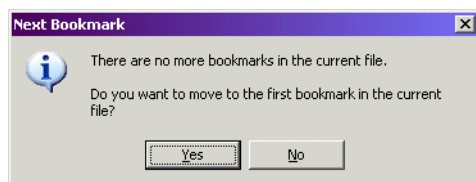
To move to the previous bookmark before the currently selected row

1   Select **Edit>Bookmarks>Previous**.

–Or–

Press Shift+F2.

2   If there are only bookmarks below your current position, the following dialog is displayed:
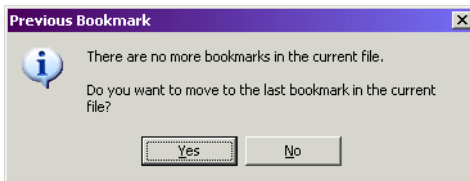
Marking Sentences as Pending

Déjà Vu X Standard allows you to mark questionable rows as "pending" so that you or someone else can come back at a later time to finish or review these rows.

To mark a row as pending

1   Right-click the sentence you want to mark as pending and click **Pending**.

–Or–

Press Ctrl+Shift+P.

2   The **Pending** symbol ( ) appears in the target cell.

To remove the pending status

1   Select the sentence you want to mark as normal (non-pending).

2   Right-click the sentence table and click **Pending**.

3   The **Pending** symbol disappears.

To view all your pending rows

Select **Pending Rows** from the Rows Selector. For more information, see "The Rows Selector" on page 28.
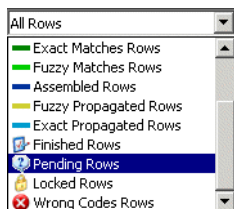
Adding Comments

It is often important to add notes to communicate something to translators or editors who work you.

To add a comment

1 Right-click on the source or the target section of a row to which you want to add a comment and select **Add Comment** from the context menu.

    –Or–

Place your cursor in the source and target section and press Ctrl+M.

2 The **Add Comment** dialog appears. Here you can enter any appropriate comment.
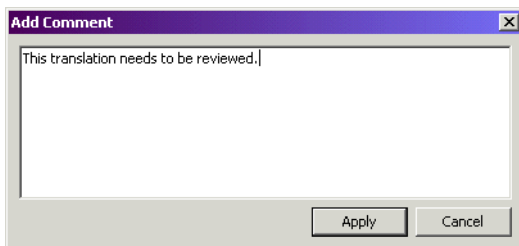
3 Select **Apply**.

4 The light blue **Comment** icon appears to the left of the source or the target section of the row.

> *In case the target section already contains an inconsistency mark (see "Terminology Consistency Checks" on page 86), the exclamation mark will be light violet.*

To view all rows with comments

Select **Rows with Comments**, **Rows with Comments in Source**, or **Rows with Comments in Targets** from the **Rows Selector**. For more information, see "The Rows Selector" on page 28.
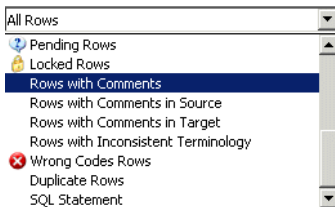
To review a comment

1 The easiest way to review a comment is to place your cursor over the left section of the source or target section of the row.

2 A tooltip-like window will appear in which you can review the comment.
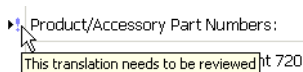
To edit a comment

1 Right-click on the row that contains a comment.

2 Select **Edit Comment** from the context menu.

3 The **Edit Comment** dialog appears. Here you can edit the existing comment or add a response to the comment.

```
Edit Comment                                        ✕
┌──────────────────────────────────────────────────┐
│ This translation needs to be reviewed.           │
│ I checked the translation and it is OK.          │
│                                                  │
│                                                  │
│                                                  │
│                                                  │
│                      ┌────────┐  ┌────────┐      │
│                      │ Apply  │  │ Cancel │      │
│                      └────────┘  └────────┘      │
└──────────────────────────────────────────────────┘
```
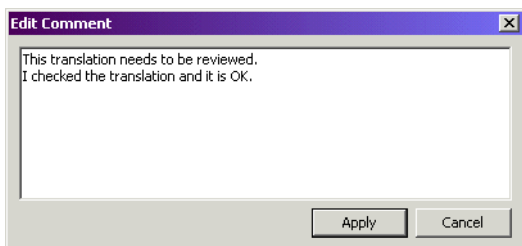
4 Select **Apply**.

To delete a comment

Right-click on the row that contains a comment and select **Delete Comment** from the context menu.

–Or–

Press Ctrl+Shift+M.

To delete all comments

Right-click on the row that contains a comment and select **Delete All Comments** from the context menu.

Chapter 8

Teamwork Features in Déjà Vu X Standard—The Details

Déjà Vu X Standard allows the creation of sub-projects and databases to pass on to team members—translators, editors, reviewers, or project managers.

There are many benefits to these files:

- much smaller size resulting in faster transmission speed

- added security by limiting the work of translators/editors to their specific language combination (satellites only)

- added control by limiting database sharing to the necessary data

- greater speed in local area networks by being able to split up files and have translators work on their local computers

Pack & Go Packages

Pack & Go packages are highly compressed exports from project files that are ideal for the transmission of Déjà Vu X Standard data. The Pack & Go feature is available as a stand-alone feature for the transfer of complete projects, or as part of the satellite creation for the transfer of even smaller bilingual satellite projects (for more information on satellites, see "Satellite Files" on page 208).

Opening a Pack & Go package will start the **Pack & Go Wizard**, which will allow you to define where you want to have your new project stored. When the translation of the project is finished, you can once again export it into the Pack & Go format to transmit it back to the project owner.

To create a Pack & Go project

1   Open the project that you would like to export into a Pack & Go package.

2   Select **File>Export>Pack & Go**.

3   The **Select Location of "New Pack & Go Package"** dialog appears.
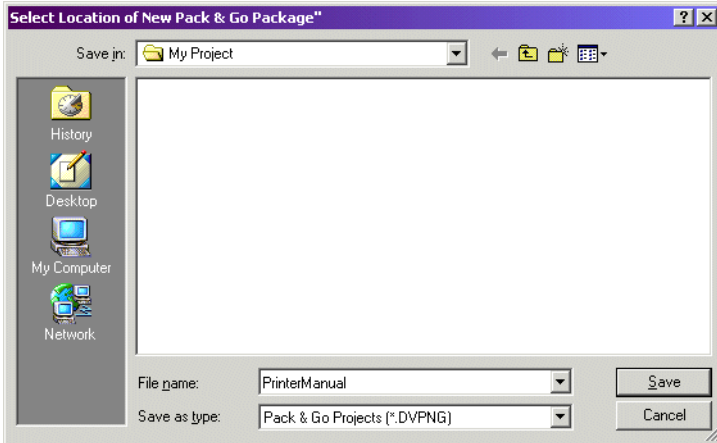
4   Click on **Save** after you have selected the folder where you want this file to be stored and have named the file.

5   The **Pack & Go Export Progress** dialog appears.

6   When the export is finished, a new file with the extension .dvpng will have been placed in the specified folder. You will notice that the size of the .dvpng file is significantly smaller than the originating project file:

To open a Pack & Go package

1   Select **File>Open**.

–Or–

Click 📂.

2   In the **Open** dialog, navigate to the location of your Pack & Go Package, select **All Deja Vu X Files** or **Pack & Go Projects**, and select the .dvpng file.
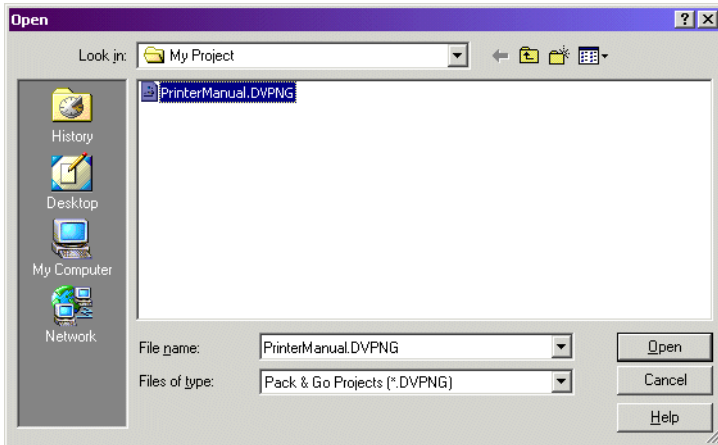
3   Click **Open**.

4 The **Pack & Go Import Wizard** starts.
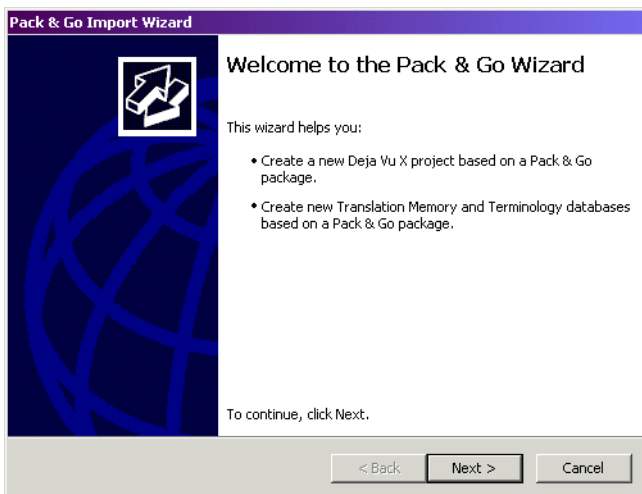
5 Click **Next** and create a project to host your Pack & Go package.
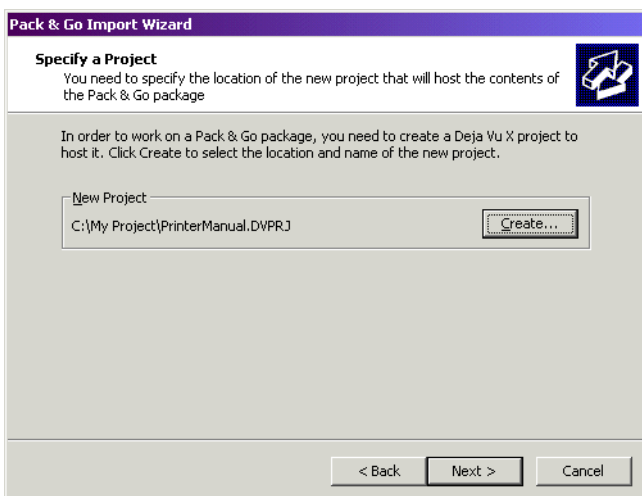
6 Select **Next**.

7 The wizard displays the current settings.
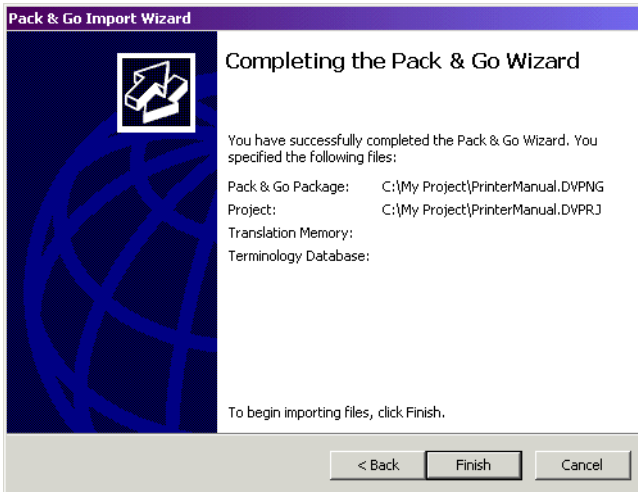
8 Click **Finish**. The wizard shows you the import progress and notifies you when the import process is finished.
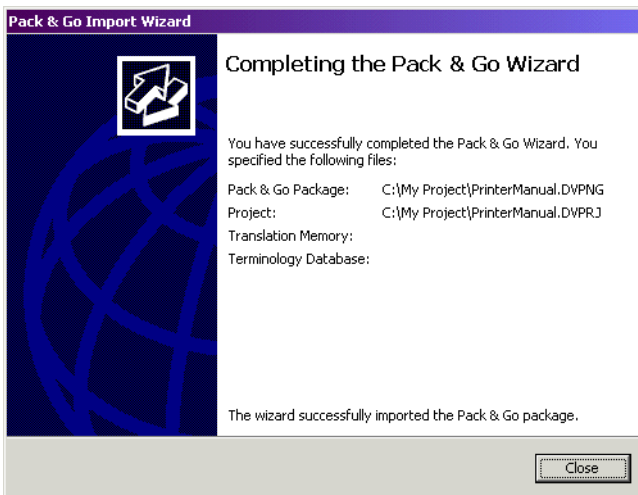
9 Déjà Vu X Standard displays the open project.

To translate a project created from a Pack & Go package

Once the file is open, you can start to work in it right away. It may be a good idea, however, to first re-adjust the settings of the current project.

1   Select **Project>Properties**.

2   On the **General** tab, make sure that the client and subject setting is set to match the configuration of your subjects and clients.

> *For more information on subjects and client, see "Clients and Subjects" on page 128.*

3   On the **Databases** tab, make sure that the project is mapped to databases on your computer or network.

To return a Pack & Go package

When you are done with your work on the project file, you can create a new Pack & Go package (see "To create a Pack & Go project" on page 203) and return it to the project owner.

Satellite Files

A satellite file contains only one source and one target language (as opposed to a full project file, which typically consists of the source language plus a number of target languages) with all the information needed by the translator. This information can exclude the formatting and image code, thus significantly reducing the file size and making it easier to transmit.

A satellite file contains a number of automatic restrictions. It is not possible to:

- ❑   delete files,

- ❑   split/join rows,

- ❑   edit the source, or

- ❑   lock/unlock rows.

If the security options for the originating project file are enabled(for information on security, see "Security Features in Déjà Vu X Standard—The Details" on page 211), users of the satellite files will have to log in with a user name and password. This will give them access to a predefined security level, which in turn will either permit or prohibit the overwriting of translation entered by other users or the project owner.

Once the translation of a satellite is finished, it can be sent back to the project owner who can import it into its parent project file.

Chapter 9

Security Features in Déjà Vu X Standard—The Details

Déjà Vu X Standard's most basic user-based security feature, i.e., the tracking of any user's activities, is enabled by default. Every process that any user performs in Déjà Vu X Standard will be associated with his or her computer or login name.

In a Déjà Vu X Standard project created in a version of Déjà Vu X Workgroup where the project owner has enabled the advanced security features, additional security features will be set up. With these in play, translation users can be limited to working in only one language combination and will not be allowed to perform any of the following activities:

- ❑ delete files from the project

- ❑ split/join rows in the project

- ❑ edit the source in the project

- ❑ lock/unlock rows and files in the project

- ❑ merge segments in the translation memories and terminology databases

- ❑ execute SQL statements

- ❑ access the project/database configuration (the **Project**/**Translation Memory**/**Terminology Database Properties** dialogs)

Each translation user in a project, translation memory, or terminology database with the enabled advanced security features has one of nine different stages of permission levels. Users with the highest security clearance can overwrite anything from users of the other eight levels; users with the lowest level are unable to overwrite anything from any user except one with the same level.

Furthermore, the ability to import and/or export data in and out of projects, translation memories, or terminology databases has to be individually assigned to each translation user.

If you work in a project with advanced security features, you will have to log yourself into that project with the user name and password provided by the project owner.

To log into a project, translation memory, or terminology database

1   Select **Users>Login**.

2   The **User Login** dialog appears.
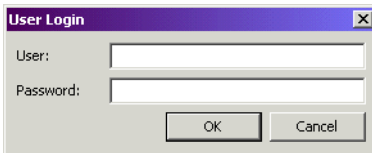
3   Enter your user name and password and click **OK**.

4   Every record that you edit or translate will now be associated with that user name

❑   in the status bar of the project:
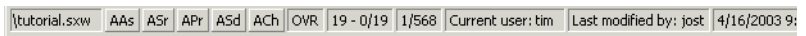
–Or–

❑   in the translation memory or terminology database:

and be protected by your particular set of rights.

Because the login will not notify you if your profile is not part of this project or database, it may be a good idea to try logging in again if you are blocked from activities that your security clearance should enable you to do.

To repeat a login, you do not have to first log out.

To log out from a project, translation memory, or terminology database

1   Select **Users>Logout**.

2   You are now logged out of the project.

You do not have to log out of a file to log into that file with a different logon. The function of the logout feature is merely a security feature that, for instance, allows an administrator to work on someone else's computer, log in with the administrative password, and simply log out when the task is finished.

Chapter 10

Analysis Features in Déjà Vu X Standard—The Details

Déjà Vu X Standard offers two different project analysis features that allow you

- to count words, characters, and embedded codes in a number of different configurations and

- to analyze the repetition within your project and the number of exact and fuzzy matches from your existing translation memory(s).

The Count Feature

Because of the different attributes that Déjà Vu X Standard applies to every row within a project, word counts can be a very complex matter. While some attributes are mutually exclusive (e.g., a row cannot be a fuzzy and a perfect match at the same time, or a row cannot be simultaneously locked and pending), the combination of other attributes makes sense and may be of interest to the user (e.g., a row can be an exact match and be finished). To satisfy the need for an accurate overall word count as well as detailed word counts of all attributes and possible combinations, Déjà Vu X Standard offers two different count modes (**Simple** and **Full**) that use three different groups of categories.

- The first mutually exclusive group is that of the flagged categories:

  - **Finished** ( ),

  - **Locked** ( ),

  - **Pending** ( ),

  - **Unmarked** (i.e., the non-flagged translation status).

- ■ The second mutually exclusive group is that of mutually exclusive translation status categories:

  - ❑ **Empty** (default grey indicator bar),

  - ❑ **Manual** (default grey indicator bar),

  - ❑ **Exact** (default dark green indicator bar),

  - ❑ **Guaranteed Exact** (default orange indicator bar),

  - ❑ **Fuzzy** (default light green indicator bar),

  - ❑ **Assembled** (default dark blue indicator bar),

  - ❑ **Exact Propagated** (default light blue indicator bar), and

  - ❑ **Fuzzy Propagated** (default gold indicator bar).

- ■ The third group consists of several unrelated categories that are counted by Déjà Vu X Standard independently of the preceding categories (and are counted independently of the total count):

  - ❑ **Multiple Matches** (indicator: blue, underlined font),

  - ❑ **Renumbered Matches** (i.e., exact matches in which either embedded codes or numerical values were renumbered)

  - ❑ **Stopped** (🚫)

  - ❑ **Wrong Codes** (❌)

  - ❑ **Duplicates** (i.e., duplicated source sentences in a file or project)

What does all of this mean in practice?

Here is the simplest word count module (**Current Language**, **All Files**, **Simple**):
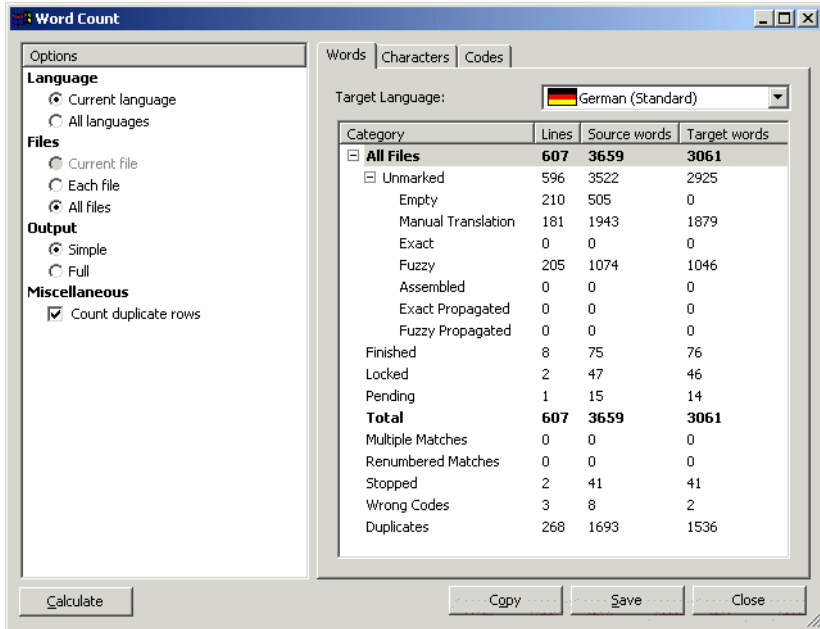
In this count, the flagged categories (**Unmarked**, **Finished**, **Locked**, and **Pending**) are the main categories that make up the **Total,** and the status categories are treated as sub-categories of the **Unmarked** category.

All other categories are counted independently of the **Total**.

This count is most suitable for a quick overview of the dimensions of the project.

Following is the same word count module for the same project in **Full** mode:
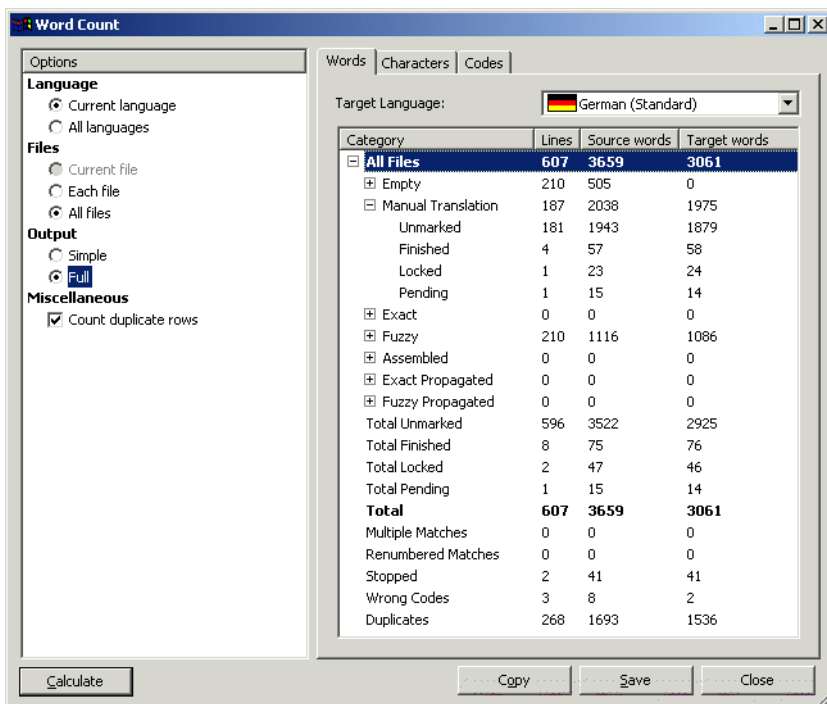
In this count, the status categories are the main categories that make up the **Total**, and the flagged categories (**Unmarked**, **Finished**, **Locked**, or **Pending**) are treated as sub-categories to the status categories.

Even though the **Total** numbers are the same as in the previous count, you can see that the numbers of the different status categories are slightly different. In the graphic above, for example, 4 lines of the manually translated rows have been flagged as **Finished**, 1 as **Locked**, and 1 as **Pending**. In the simple word count these categories were counted individually as the main categories, so a total of 181 instead of 187 was given for **Manual Translation** (which was a sub-category).

All other count modules are derivatives of these two modules with the current or all languages, the current, for each or for all files, or with or without repetition count.

To count the words and characters in a single file or the whole project

1   In an open project, select **Tools>Word Count**.

–Or–

Press Ctrl+W.

2   The **Word Count** dialog appears with individual tabs to display counts for **Words**, **Characters**, and (Embedded) **Codes**.

If you only want to count the words in a single file, you will have to make sure that you view only that file.
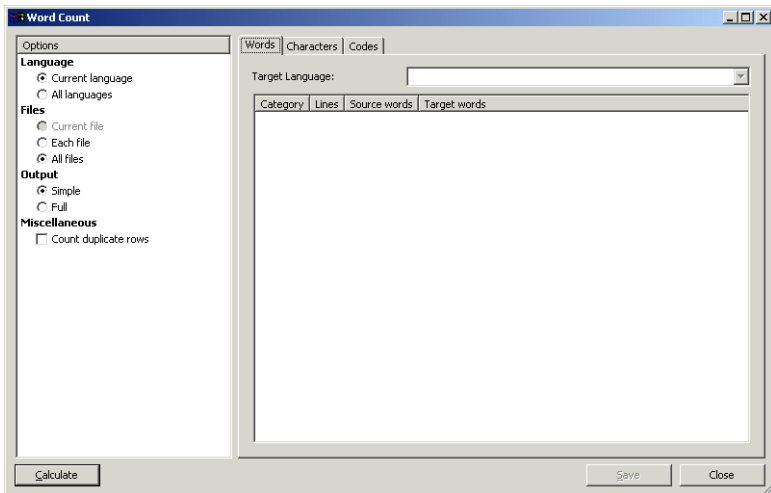
3   Make your selections from the following options:

Language—View the counts for the current language (the language combination that you are currently viewing) or all languages.

Files—View the counts for the currently displayed file (this option is disabled if you are using the **All Rows** view) or for all files.

Output—View simple or full counts (see page 215).

Miscellaneous—Check whether you would like to have the words, characters, and codes in duplicate rows counted.

4   Select **Calculate**.

5   The desired word count is displayed.
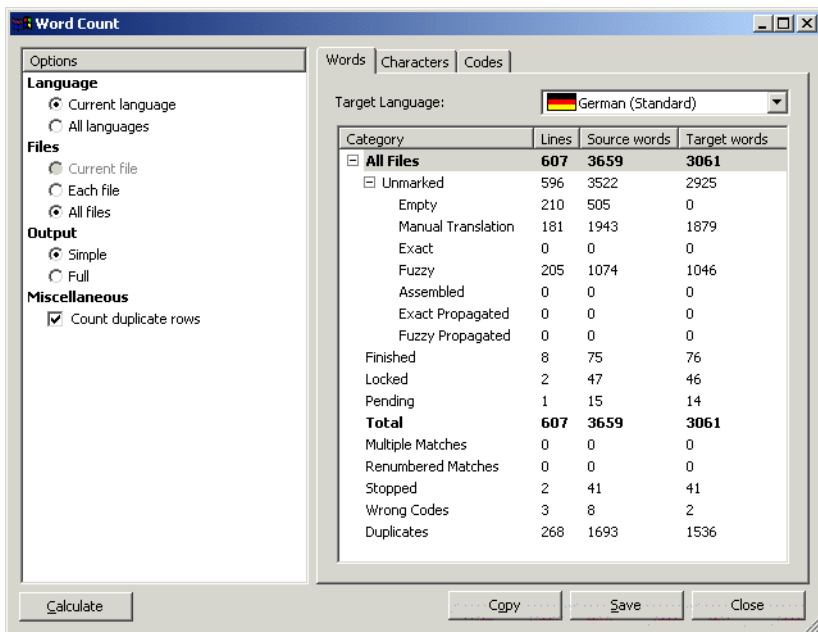
6 To view the corresponding character count, select the **Character** tab.
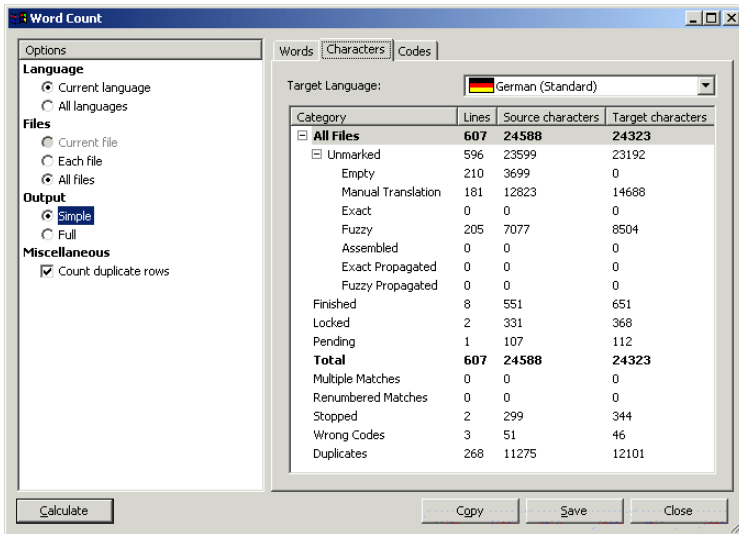
7   To view the corresponding count of embedded codes, select the
Codes tab.
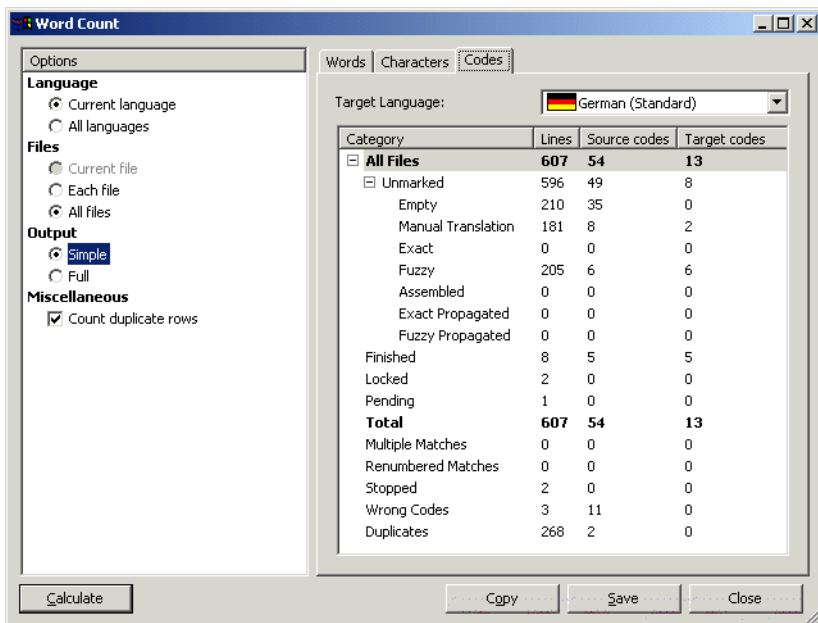
To save the results in an external file format

1   Select **Copy** in the **Word Count** dialog.

2   Open a text editor or word processor.

3   Paste the text into a new document.

–Or–

1   Select **Save** in the **Word Count** dialog.

2   A file selector dialog appears.

3   Choose the folder in which the file is going to be saved, name the file,
and select whether your want to save it as a text file or as a comma-
separated value (.csv) file.

4   Click **Save**.

If you selected CSV as the output type and have Microsoft Excel installed on your computer, this file will open by default in Excel.

	A	B	C	D	E	F	G	H
			English (United States)		German (Standard)			
1								
2		Lines	Words	Chars	Codes	Words	Chars	Codes
3								
4	All Files							
5								
6	Unmarked	596	3522	23599	49	2925	23192	8
7	Empty	210	505	3699	35	0	0	0
8	Manual Translation	181	1943	12823	8	1879	14688	2
9	Exact	0	0	0	0	0	0	0
10	Fuzzy	205	1074	7077	6	1046	8504	6
11	Assembled	0	0	0	0	0	0	0
12	Exact Propagated	0	0	0	0	0	0	0
13	Fuzzy Propagated	205	1074	7077	6	1046	8504	6
14								
15	Finished	8	75	551	5	76	651	5
16	Locked	2	47	331	0	46	368	0
17	Pending	1	15	107	0	14	112	0
18								
19	Total	607	3659	24588	54	3061	24323	13
20								
21	Multiple Matches	0	0	0	0	0	0	0
22	Renumbered Matches	0	0	0	0	0	0	0
23	Stopped	2	41	299	0	41	344	0
24	Wrong Codes	3	8	51	11	2	46	0
25	Duplicates	268	1693	11275	2	1536	12101	0

You can see that numbers—including words, characters, and codes—are displayed in the external file format.

The Analysis Feature

The analysis feature allows you to analyze the amount of matches from your translation memory(s) in a variety of degrees of fuzziness, as well as the repetition within your project.

To analyze the repetition of sentences in a project

1   In a newly-created project, select **Tools>Analysis**.

–Or–

Press Ctrl+Shift+W.

You can perform the Analysis function at any point during the translation of your project (before pre-translation or well into the translation), but you will probably gain the best overview and the most benefit from the analysis if you do this before you start your actual translation work.

2   The **Analysis** dialog appears.
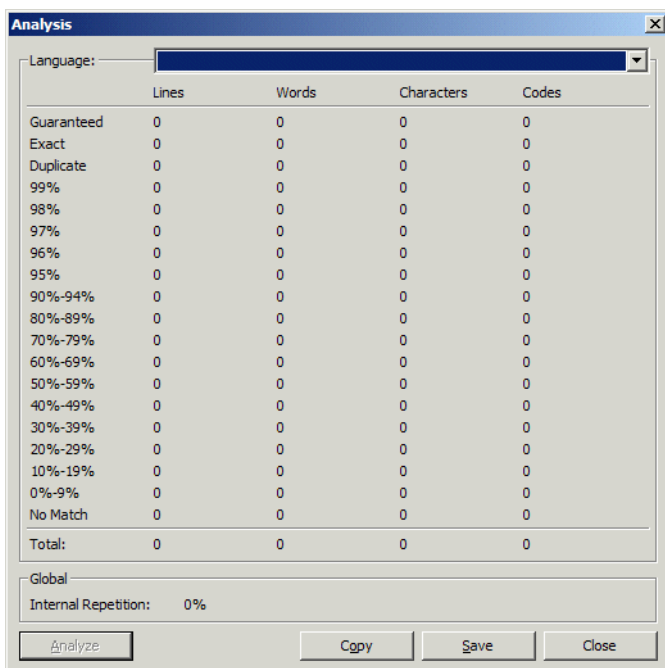
This dialog gives you access to an analysis of the following data for each language at the current state of the project:

❑   number of guaanteed and exact matches from the translation memory(s);

❑   duplicates within the project;

❑   number of fuzzy matches in various levels (percentages) of fuzziness from the translation memory(s);

❑ total number of (source) words in the project;

❑ total number of matches;

❑ internal repetition of portions in percentage.

The internal repetition percentage will give you a good idea of how useful features such as Assemble and the Lexicon will be!

3 Select the language for which you want to perform the analysis and click **Analyze**.

Analysis

Language: German

	Lines	Words	Characters	Codes
Guaranteed	0	0	0	0
Exact	0	0	0	0
Duplicate	2	6	55	0
99%	0	0	0	0
98%	0	0	0	0
97%	0	0	0	0
96%	0	0	0	0
95%	0	0	0	0
90%-94%	0	0	0	0
80%-89%	0	0	0	0
70%-79%	0	0	0	0
60%-69%	2	10	72	0
50%-59%	2	14	77	0
40%-49%	8	90	498	2
30%-39%	24	304	1742	2
20%-29%	111	2039	12066	18
10%-19%	213	5069	30290	37
0%-9%	0	0	0	0
No Match	157	2770	16694	14
Total:	519	10302	61494	73

Global

Internal Repetition: 38%

Analyze   Copy   Save   Close

4 Repeat this procedure for every language in your project.

To save the results in an external file format

1 Select **Copy** in the **Analysis** dialog.

2   Open a text editor or word processor.

3   Paste the text into a new document.

–Or–

1   Select **Save** in the **Analysis** dialog.

2   A file selector dialog appears.

3   Choose the folder in which the file is going to be saved, name the file, and select whether your want to save it as a text file or as a comma-separated value (.csv) file.

4   Click **Save**.

Chapter 11

Working with Different File Formats

One of Déjà Vu X Standard's distinctive advantages is that you have the possibility of working with a wide range of file formats. Whatever type of file you work with, Déjà Vu X Standard presents you with a uniform interface, displaying only translatable text, so you can work comfortably without having to worry about overwriting formatting and layout information.

Déjà Vu X Standard has built-in filters that allow you to work with:

- ❑ Microsoft Word (see p. 239)
- ❑ RTF (see p. 245)
- ❑ Microsoft PowerPoint (see p. 246)
- ❑ Microsoft Excel (see p. 247)
- ❑ OpenOffice.org/StarOffice (see p. 250)
- ❑ Microsoft Access (see p. 251)
- ❑ FrameMaker (see p. 253)
- ❑ PageMaker (see p. 261)
- ❑ QuarkXPress (see p. 266)
- ❑ InDesign (see p. 269)
- ❑ Interleaf/Quicksilver (see p. 273)
- ❑ Plain Text (see p. 274)
- ❑ Help Content (.cnt) (see p. 274)
- ❑ HTML (including scripts and ASP) (see p. 275)

> ❑ SGML/XML (for more information on SGML, see p. 279)
>
> ❑ Java Properties (see p. 283)
>
> ❑ RC (see p. 283)
>
> ❑ C/C++/Java source files (see p. 285)
>
> ❑ GNU gettext files (see p. 287)
>
> ❑ IBM TranslationManager (see p. 289)
>
> ❑ Trados Word/RTF (see p. 290)
>
> ❑ Trados TagEditor (see p. 292)
>
> ❑ TMX (see p. 294)

All of these formats are recognized by their appropriate extensions but can be reconfigured.

To reconfigure the default relationship between file format and file extension

1 If you need to change the default association between file format and file extension, select **Project>Properties>Filters**.

An example of when this may become necessary would include situations where you continuously have to work with Interleaf or Trados documents, both of which have the .doc extension, which by default is assigned to Word.

2 The **Filters** tab in the **Project Properties** dialog appears.
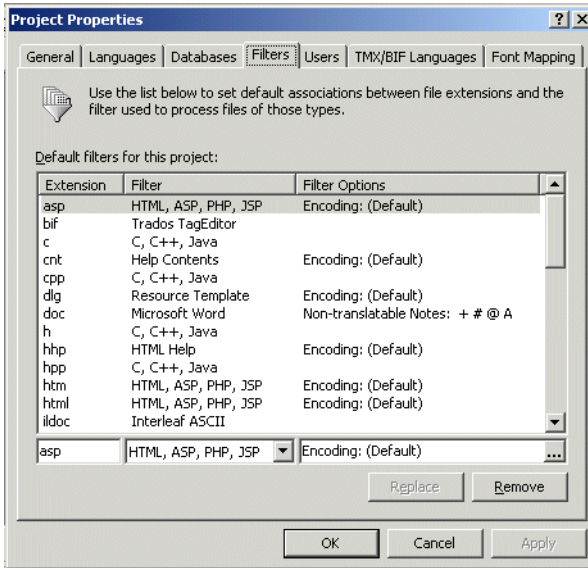
3 Select the extension for which you want to have the association changed.
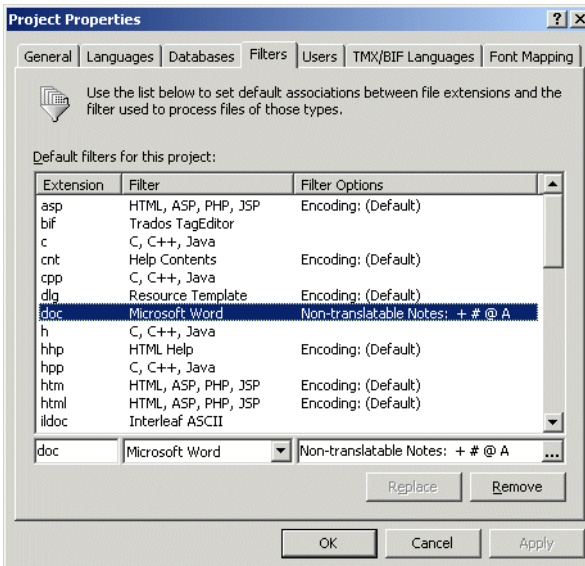
4 Select a new association from the drop-down list at the bottom of the screen.
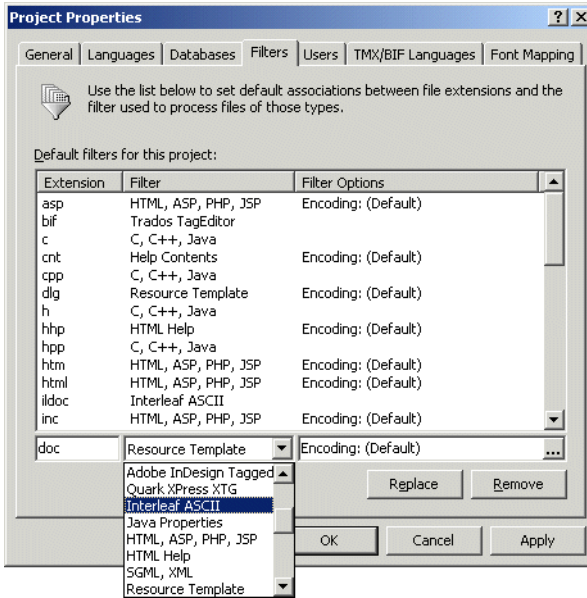
5   Click **Replace**.
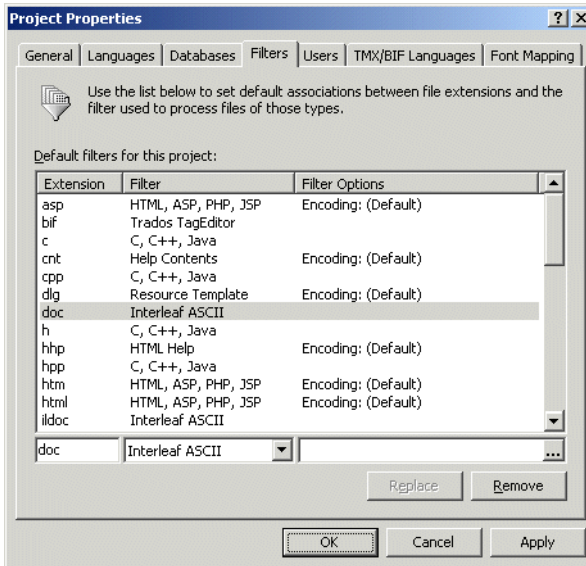
6   Click **Apply** and/or **OK**.

7   A new default extension-filter association has been created. Now during the import process, the Interleaf filter will be applied to every .doc file.

To reconfigure the individual relationship between file format and file extension

When importing through the **Project Explorer**, the default extension-filter association can be changed on an individual file basis. For more information on how to import files through the **Project Explorer**, see "To import files with the Project Explorer" on page 49.

> *When you import through the **New Project Wizard**, these options are not available. If you would like to apply some of these options to already-imported files, you can re-import them through the **Project Explorer**.*

1 When selecting a file for import in the **Project Explorer**, the default extension-filter association is displayed in a pane labeled **Properties** on the right side of the screen.

2 Click the drop-down arrow that appears when you select the **Filter** row, and select the desired filter for this specific file.
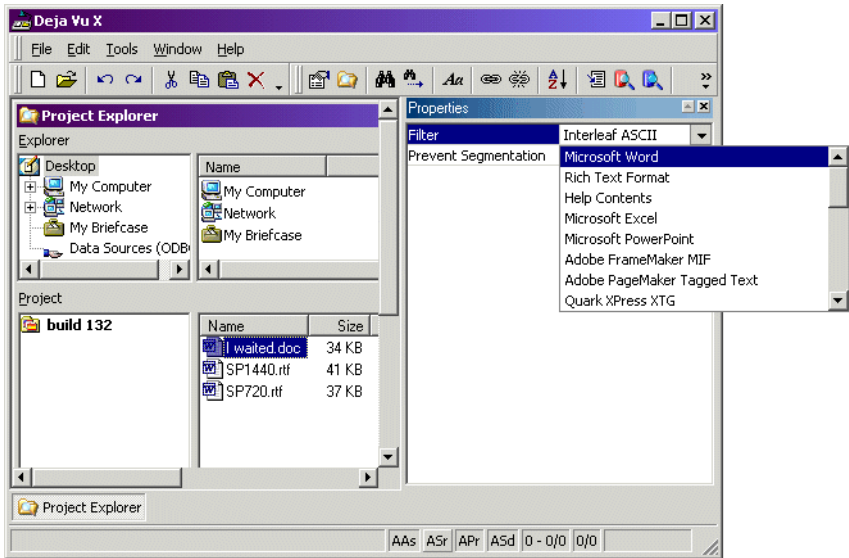
3 The new filter will be applied to this file during the import process.

To apply specific import options

When importing through the **Project Explorer**, all of the file formats have file-specific import options that you can select and apply to the import process.

*When importing through the **New Project Wizard**, these options are not available.*

1 When selecting a specific file or several files of the same format in the **Project Explorer**, the import options for that format will be

automatically displayed in a pane labeled **Properties** on the right side of the screen.
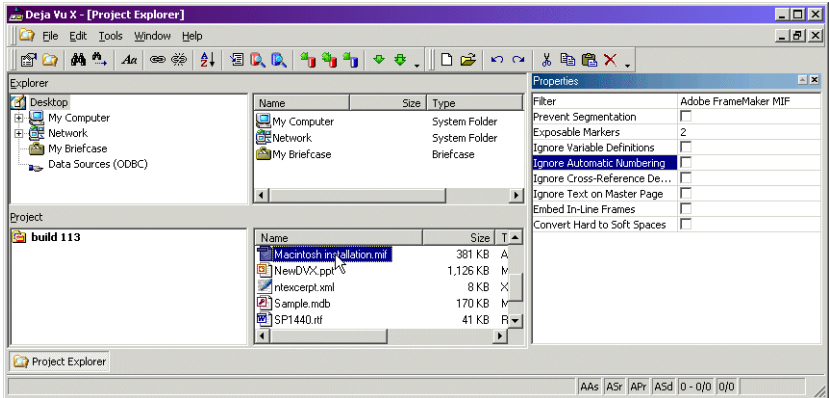
2   Make the appropriate selections by checking the check boxes.

3   Right-click the file name and select **Import** from the context menu.

4   The file is being imported with the options you specified.

To apply project-wide import options for each file extension

Rather than specifying the format-specific import options for single or small numbers of files, it can be helpful to change the default option on a project-wide basis. This is especially advantageous when importing large projects in numerous folders and subfolders.

You can change the options on the basis of the file extension. This means that although .htm files may be of the same format as .html files, they could have different import options.

1   Select **Project>Properties>Filters**.

2 The **Filters** tab in the **Project Properties** dialog appears.
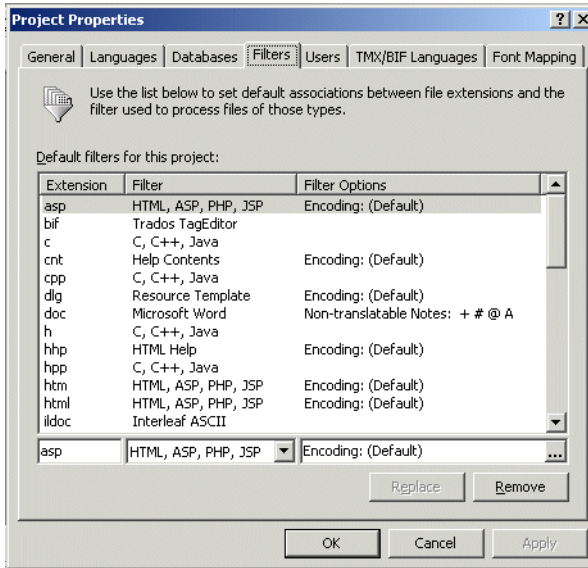
3 Select the extension for which you want to change the default import
option for the current project.
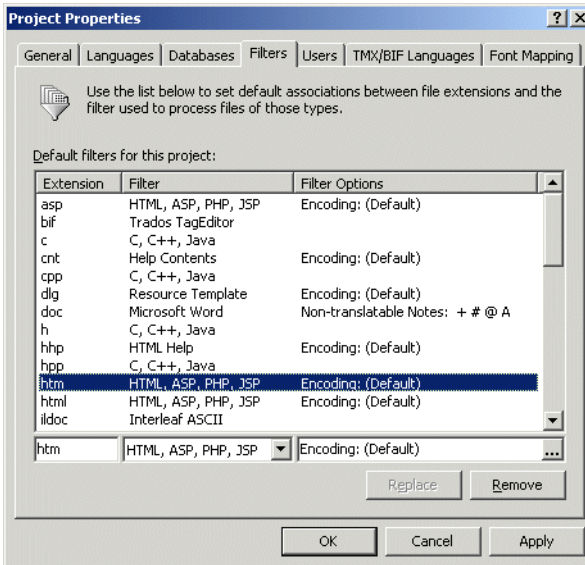
4 Select the selector button ( ) to the right of the filter options in the
lower part of the dialog.

5 The **Filter Options** dialog appears where you can make the desired changes.
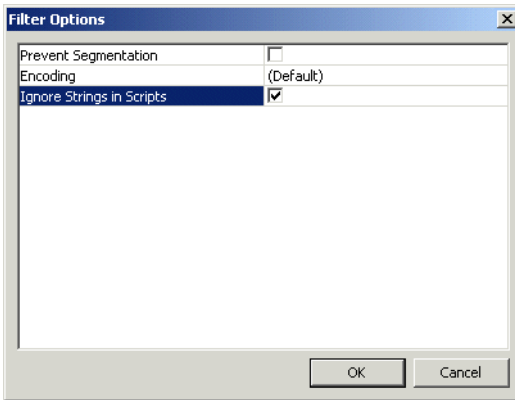
6 Click **OK**.

7 Click **Apply** and/or **OK**.

8 The default filter options for every file with the extension `.htm` have been created for this project.

Global Import Options

Prevent Segmentation

There is one option that is common to all file formats: **Prevent Segmentation**. In fact, if you choose to import several files of more than one file format with the **Project Explorer**, this option will still be displayed in the **Properties** window.
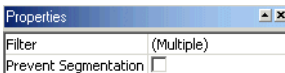
By checking this option, you override all segmentation rules that you set under **Tools>Options>Delimiters**. For more information on setting up segmentation rules, see "Sentence Delimitation" on page 169.

The only segmentation rules that will still be followed when this option is checked are

■ hard returns or their equivalents,

■ the end of cells (such as in tables or in Excel), or

■ the end of other already-marked segments (such as in Trados or IBM TM files).

You should use this option sparingly. As a rule of thumb, the larger your translation segments become, the more difficult it will be for your translation memory to come up with good matches. Situations where this option may prove to be helpful could include software source files (RC, C/C++, Java) where existing glossaries often contain complete strings that encompass several sentences, documents that are to be translated very freely (across source sentence levels), or documents that are imported into Déjà Vu X Standard for the purpose of editing or proofreading.

The only file format for which this option is enabled by default are RC files.

Encoding

Encoding is an import and export option for a variety of formats, including:

❑ C/C++ and Java
❑ Help Contents
❑ IBM TranslationManager
❑ Java Properties
❑ Microsoft Access
❑ QuarkXPress
❑ PageMaker
❑ Interleaf/Quicksilver
❑ HTML
❑ JavaScript/VBScript
❑ RC Files
❑ SGML/XML
❑ Text
❑ TMX (only during export)
❑ BIF (only during export)
❑ InDesign (only during export)

Clicking on the down-arrow at the end of the encoding line allows you to define a code page for the file(s) you are importing and/or exporting.

Encoding	Baltic (ISO)	▼
	(Default)	▲
	Arabic (864)	
	Arabic (ASMO 708)	
	Arabic (DOS)	
	Arabic (ISO)	
	Arabic (Mac)	
	Arabic (Windows)	
	Baltic (DOS)	▼
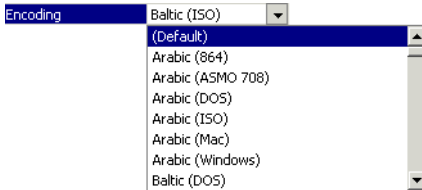
If a selection is not made during the import, Déjà Vu X Standard will select the code page that it recognizes in the source file (i.e., a Unicode UTF-8 file will be imported with that code page).

If you do not make a selection during the export, Déjà Vu X Standard will select the best code page based on the following information:

- ❑ code page of the source file

- ❑ the target language

- ❑ the actual text found in the target file

- ❑ the file format

Microsoft Word

Déjà Vu X Standard includes support for Microsoft Word documents (.doc files). No special procedure is required to translate them; however, you **must** have Microsoft Word installed on your computer. Déjà Vu X Standard supports Word 6.0, 95 (7.0), 97 (8.0), 2000 (9.0), and XP (2002 or 10.0).

It is recommended that you use Word 97 or higher due to limitations in previous versions.

Word-Specific Import Options
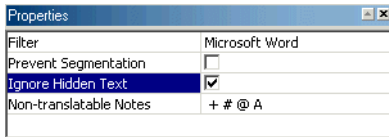
Ignore Hidden Text

This option controls whether hidden text in a Word document will be displayed in Déjà Vu X Standard.

Situations where this is a very helpful option include:

- documents where you want to only translate a certain section and in which you can choose to hide the sections that are not translatable;

- documents that contain hidden code, including WinHelp source files that contain hidden text defining "jumps" within the Help (see graphic below).

Non-translatable Notes

The option for non-translatable notes refers strictly to WinHelp source files that contain footnotes, some of which are translatable and others which are not.

If you do not translate Help files, you do not have to worry about modifying this setting.

In the following example of a WinHelp file, you can see both the hidden text and the markers for the footnotes.
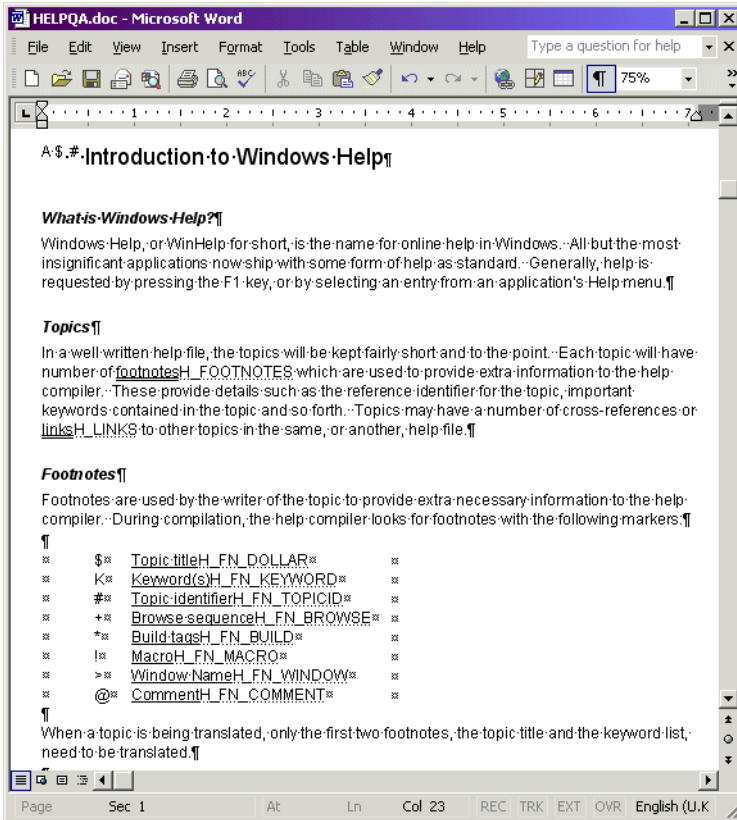
Word-Specific Export Options

When you export a Word document, you will be presented with the following filter-specific options:
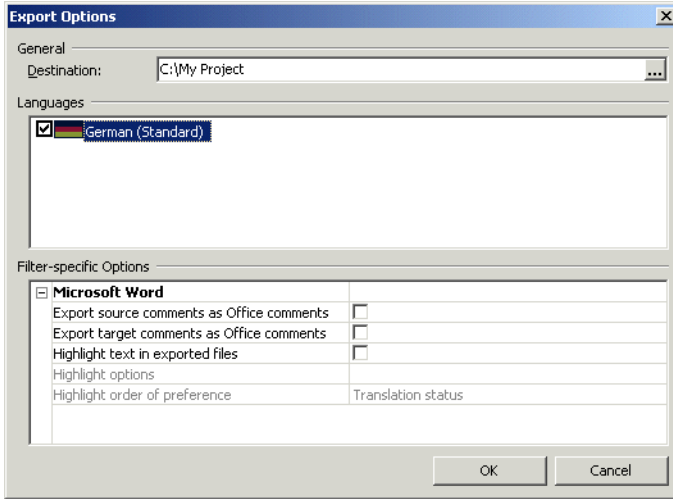
Export source comments as Office comments—allows the export of source comments to Microsoft Word comments.

Export target comments as Office comments—allows the export of target comments to Microsoft Word comments.

Highlight text in exported files—allows the highlighting of text according to the translation status in Déjà Vu X Standard.

Selecting the **Highlight text** option activates two more options:

Highlight options—lets you access a dialog that allows you to select what kind of rows should be highlighted in what manner.

Highlight order of preference—lets you choose whether rows with *Translation Status* (pending, locked, etc.) or *Match Type* (exact, fuzzy, assembled, etc.) should take preference.

Clicking on the file selector button on the **Highlight options** row (the file selector only becomes activated when you actually select the row) brings up the **Row Highlight Options** dialog.

Clicking **Add** lets you select individual formatting options (including any combinations of bold, italics, underline, strikethrough, text color, or underlying color) for as many different **Row Types** as you like.
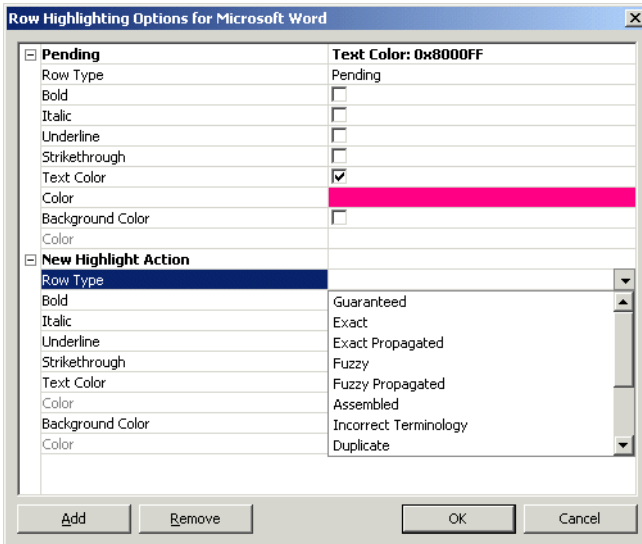
When you are done with your selection, click **OK**.

Assuming that the Word file in the following Déjà Vu X Standard project had one pending line and one comment—
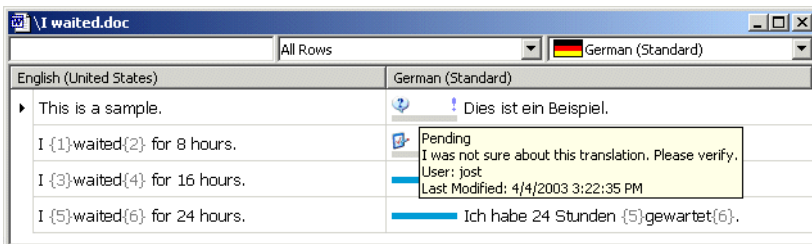
—and the user chooses to display comments in Word and highlight pending rows in bright magenta, the exported file would look like this:

This is the display of Word XP. Earlier version of Word display comments when the mouse cursor is moved over the inserted comment.

Tips and Tricks with Word

*When importing Word documents, Déjà Vu X Standard will run macros in the Word program that you have installed. If your version is Word 2000 or higher, you will have to set the security settings (**Tools>Macro>Security**) in Word to **Medium** or **Low** to be able to import and export Word files.*

*If character spacing was used in your document, it is advisable to take that out before importing the document into Déjà Vu X Standard. You can do that by selecting the complete document (Ctrl+A) and then selecting **Format>Font>Character Spacing>Spacing>Normal**.*

*If you have used the **Track Changes** or the **Comments** function in Word, make sure that you accept all changes and delete all comments before you process the Word document. Otherwise, you will see both options (before and after edit) as well as the text of the comments displayed in Déjà Vu X Standard.*

If you import a Word document from Word 97 or any higher version that contains text boxes, the text in these will be duplicated in the Déjà Vu X Standard project. The Word document contains duplicates of the text boxes to guarantee the compatibility with earlier versions.

*Finally, it is possible to make good use of Word's AutoFormat option. It's not possible to add formatting that is not contained in the source documents to your Word documents directly within Déjà Vu X Standard , but you can enclose words with certain characters (such as _these_ for italics and *these* for bold formatting) and use Word's AutoFormat feature (**Tools>AutoFormat**) to apply the desired formatting. Here are the preconfigured AutoFormat options that Word offers:*

RTF (Rich Text Format)

The options for RTF files are almost identical to that of Word (see "Microsoft Word" on page 239), only that there is no need to have an installation of Word on your computer and therefore the security settings in Word have no influence on the import process.

Déjà Vu X Standard adheres strictly to the Microsoft RTF standard of Word 2002 and lower, and will process any files that follow that standard. There are several non-Microsoft applications that export RTF files; in some situations, these applications may export RTF files that do not conform to the standard. In such cases, it is possible that Déjà Vu X Standard may not be able to correctly import those RTF files.

Microsoft PowerPoint

As is the case with Word files, no special procedure is required to translate PowerPoint .ppt files. However, you must have Microsoft PowerPoint 97 (or later) installed on your computer.

Because of the way in which Déjà Vu X Standard works with PowerPoint files, once a translation is finished and ready to be exported, the original, unaltered .ppt file must be in the location from which it was imported. This is essential, because any slight modification to the file may prevent Déjà Vu X Standard from being able to export the final translation.

PowerPoint-Specific Import Options
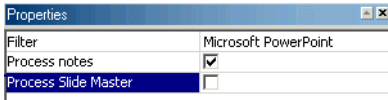
Process notes

This option controls whether PowerPoint notes are included in the translation project. To see whether you have notes in your project, open the PPT file in PowerPoint and select **View>Notes Page**.

Process Slide Master

This option controls whether the Slide Master that contains formatting information is to be included in the translation project. Typically you do not need to translate the information on the Slide Master.

 Tips and Tricks with PowerPoint

PowerPoint files are often written by people who are inexperienced in formatting documents. Instead of using styles and correctly sized text boxes, they tend to use soft returns and hard returns to force line breaks. Déjà Vu X Standard will ignore soft returns by default, but it will break a segment in which a hard return occurs. To avoid that, it is a good practice to go through the PowerPoint document and replace all the unnecessary hard returns with soft returns.

PowerPoint files often contain graphics that at first sight look just like text. If there is a whole slide or a part of a slide that has not been imported into Déjà Vu X Standard, make sure that this is not a graphic or another non-translatable object. To do that, you can right-click that specific area in the open PowerPoint file. If one of the options is either Format Picture or Format Object, chances are that you will not be able to use Déjà Vu X Standard for the translation of this.

Microsoft Excel

As with Word files, no special procedure is required to translate Excel .xls files. However, you must have Microsoft Excel 97 (or later) installed on your computer.

Because of the way in which Déjà Vu X Standard works with Excel files, once a translation is finished and ready to be exported, the original, unaltered .xls file must be in the location from which it was imported. This is essential, since any slight modification to the file may prevent Déjà Vu X Standard from being able to export the final translation.

Excel-Specific Import Options
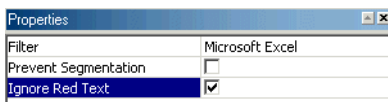
Ignore Red Text

Excel files often contain both translatable information and other information that you do not want to have translated. Instead of having to go through an imported Excel file and manually sorting out the information that needs to be translated, you can open the file in Excel, highlight the cells that do not have to be translated, and paint them red by selecting **Format>Cells>Font>Color**.
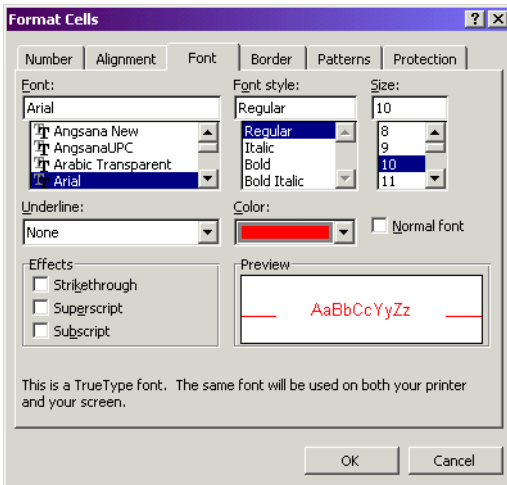
Déjà Vu X Standard will now ignore text in these cells when it imports the file. When the file has been translated and exported, you can remove the red formatting.

 Tips and Tricks with Excel

It is not possible to join lines in Excel files between sentences. You will, however, be able to join two sentences that originate from the same cell.

*In situations where a target column has to be added to a source column (rather than overwriting the existing source), you can duplicate the source column within Excel and paint the first of the columns red. If you then enable **Ignore Red Text** during the import into Déjà Vu X Standard, the first column will not be imported and thus not be changed, and the second column will be imported and translated.*

Some Excel installations do not immediately respond to the macro that Déjà Vu X Standard runs in Excel to import or export the files. If you are experiencing this kind of delay, press the Tab key. This should bring up the following dialog:
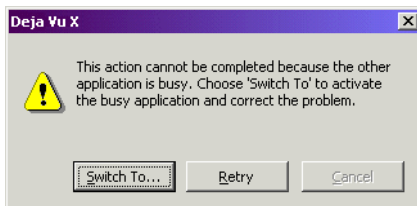
*Click **Switch To** to start the macro in Excel.*

The size of some Excel files grows exponentially when certain tables or columns are carelessly formatted to the end of the spreadsheet rather than the necessary cells. This can cause Excel to save hundreds of thousands of unnecessary cells. To limit both the size of the Excel file and the resulting Déjà Vu X Standard project to the appropriate size, you can copy the necessary content of the spreadsheet in question into a new spreadsheet, delete the old spreadsheet, and rename the newly created one with the correct name.

OpenOffice.org/StarOffice

Déjà Vu X Standard directly supports the compressed XML-based format of files of OpenOffice.org and StarOffice 6. The supported file types include word processing (.sxw), spreadsheets (.sxc), and presentations (.sci). There is no need to disassemble any of the files before translation or reassemble them after the export—Déjà Vu X Standard does all that for you.

Tips and Tricks with OpenOffice.org/StarOffice files

*If you have used the **Record Changes** or the **Notes** function in a .sxw or .sxc document, make sure that you accept all changes and delete all comments before you process the document. Otherwise, you will see the corrected option displayed at the beginning of the document as well as the text of the notes displayed in Déjà Vu X Standard.*

*Like in Word, it is possible to make good use of OpenOffice.org/StarOffice's AutoFormat option. It's not possible to add formatting that is not contained in the source documents to your .sxw documents directly within Déjà Vu X Standard, but you can enclose words with certain characters (such as _these_ for underline and *these* for bold formatting) and use OpenOffice.org/StarOffice's AutoFormat feature (**Tools>AutoCorrect/AutoFormat**) to apply the desired formatting. Here are the preconfigured AutoFormat options that OpenOffice.org/StarOffice offers:*
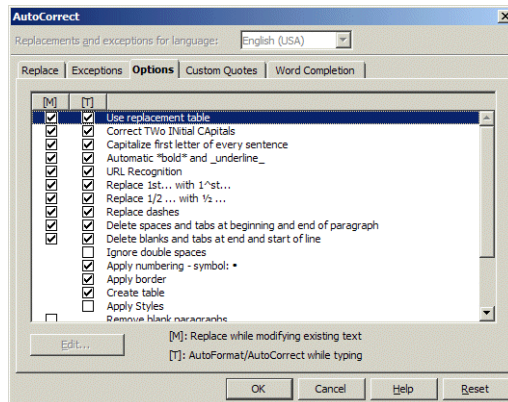
Microsoft Access

Though the translation of database content has become very important, it still presents a great challenge to translation memory tools.

- ❑ Typically, only a small part of the database—often only one field (of many hundred existing ones)—needs to be translated.

- ❑ By overwriting the content of the translatable field, relationships may get lost.

- ❑ The records may contain a variety of text—including HTML, RTF, and SGML, to only name a few—for which other specified filters are necessary.

Déjà Vu X Standard has found creative ways to deal with these challenges, and it supports Access97, 2000, and XP (2002) files.

Access-Specific Import Options
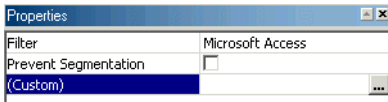
When you select the **Custom** field, an ellipsis button appears to the right of that line. If you click that button, the **ODBC Import Options** dialog appears.
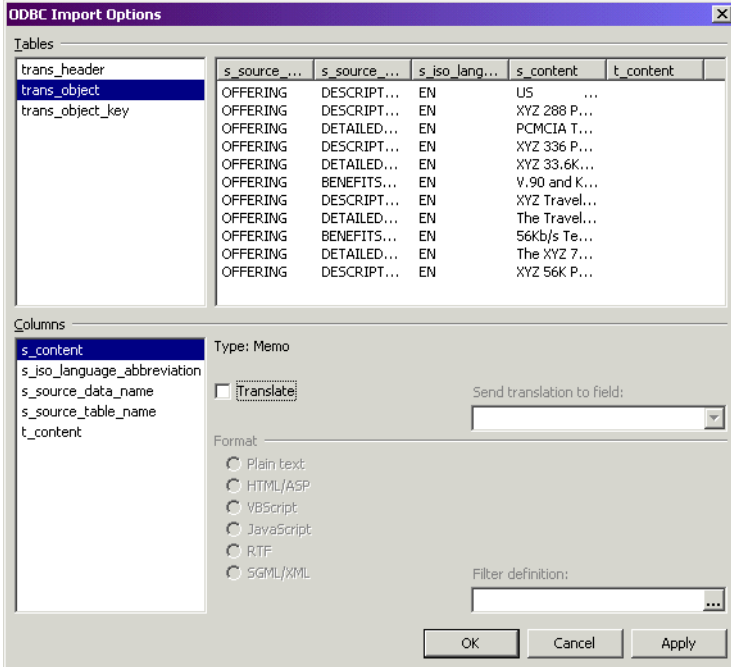
In this dialog, you can see the tables of the database in question (under Tables), the fields or columns in each of the tables (under Columns), and you can see samples of the content of the fields on the right side of the dialog. By default, all fields are selected as non-translatable; indeed, in this example, only one field, "s_content," needs to be translated.

By selecting that field, checking the **Translate** check box, specifying the type of text that needs to be translated (in this example **Plain Text**), and specifying that the translation should be sent to the field "t_content" under **Send translation to field**, you can easily set up the translation of the relevant content of this database.
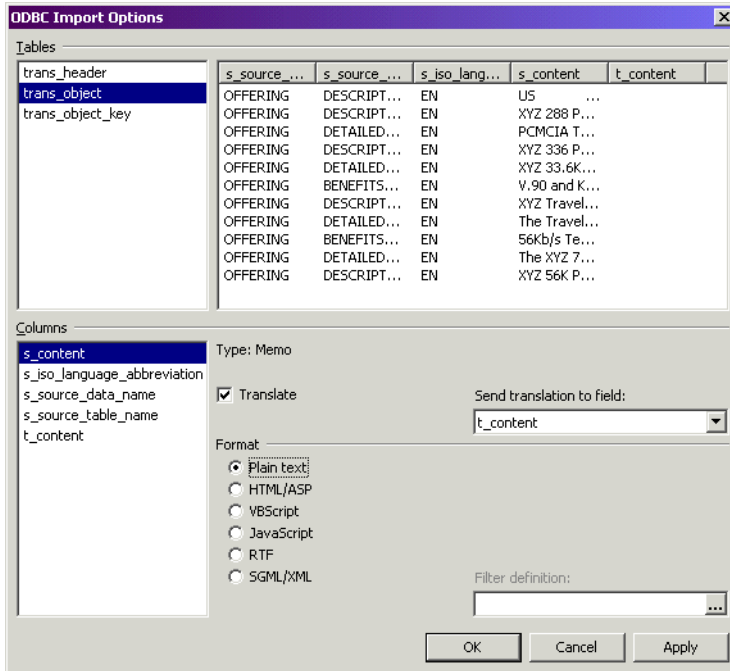
For options to define the code page during export and import, see "Encoding" on page 238.

Adobe FrameMaker

Déjà Vu X Standard includes support for Adobe FrameMaker 5, 5.5, 6, and 7 MIF files.

Déjà Vu X Standard cannot import FrameMaker binary FM files; if you have an FM file that you want to translate in Déjà Vu X Standard, you must convert it to MIF format.

To convert an FM file to MIF format

1 Open the file you want to convert in Adobe FrameMaker 5, 5.5, 6, or 7.

2 On the **File** menu, click **Save As.**

3 The **Save Document** dialog appears.
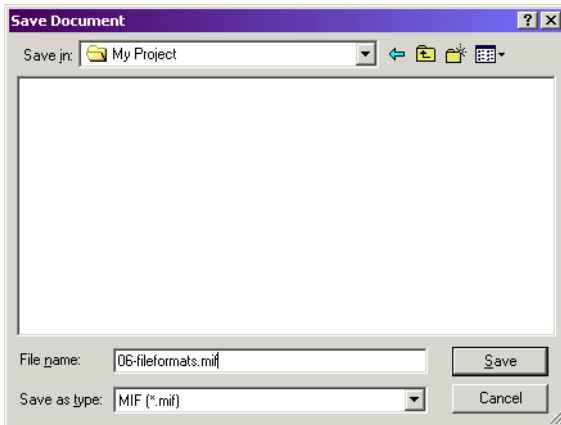
4 Select the path you want to save the document to.

5 Click the **Save as type** dropdown list and select **MIF (*.mif)**.

6 Change the extension of the file name to .mif.

7 Click **Save**.

If you do not own a copy of FrameMaker, you should ask your client to send FrameMaker files in MIF format.

FrameMaker-Specific Import Options

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

FrameMaker does not support Unicode, but Déjà Vu X Standard offers the six different supported East Asian code pages plus Western European (Windows) as choices during import and export.

If you do not select a specific code page, Déjà Vu X Standard will select the best code page for the source language (import) or target language (export).

Exposable Markers

The default setting for exposable markers is 2 (index markers). This is a setting that you probably do not want to change, as index markers usually are the only translatable markers.

Ignore Variable Definitions

If checked, Déjà Vu X Standard will ignore all variable definitions, such as the book title.

Ignore Automatic Numbering

If checked, Déjà Vu X Standard will ignore all automatically generated automatic numbering information, such as *Section 1.1.1.1* or *Table 1.1.1.1*.

Ignore Cross-Reference Definitions

If checked, Déjà Vu X Standard will ignore all automatically generated cross-reference format texts, such as *See XX on page XX,* etc.

Ignore Text on Master Page

If checked, Déjà Vu X Standard will ignore all text on the master page, including all non-variable information in the header and footer.

Convert Hard Spaces to Soft Spaces

If checked, Déjà Vu X Standard will convert all non-breaking spaces (inserted into the FrameMaker document with the key combination Ctrl+Space) to regular spaces. If unchecked, Déjà Vu X Standard will embed all non-breaking spaces with an embedded code. Generally, this option should be enabled.

Font Mapping

Because FrameMaker does not support Unicode, it may be necessary to change the fonts for translations into languages that use a completely different font system from your source language (i.e., from English to Chinese, or from Japanese to German).

To access the **MIF Font Mapping** tab, select **Project>Properties>MIF Font Mapping**.
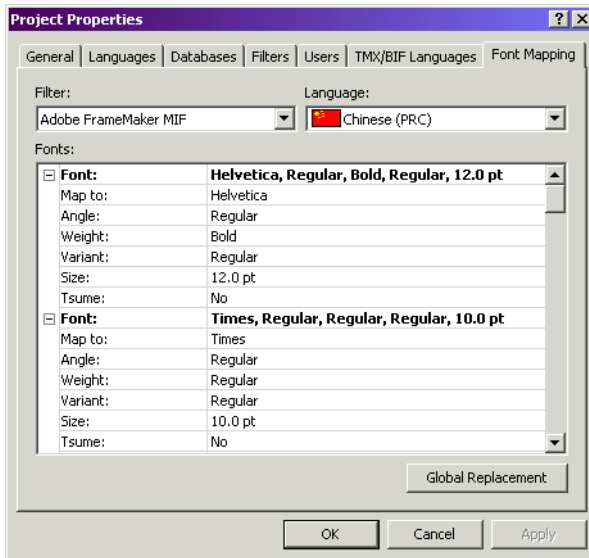
You can now see a list of all fonts and their properties used in the FrameMaker files within your project.

To make changes to the individual fonts, select a different font by clicking the down arrow to the right of the **Map to** row and making the other appropriate changes in each of the other rows (**Angle**: regular or italic; **Weight**: regular or bold; **Variant**: regular, oblique, narrow, or condensed; **Size**; and—in the case of Japanese—**Tsume**: to move a character closer to the next).

When you are done with your changes, click **Apply** and/or **OK**.

You can also change the fonts globally by selecting **Global Replacement** and selecting a different font by clicking the down arrow to the right of the **Map to** row in the **Global Font Replacement** dialog.

By using the up and down arrows to the right of the **Size delta** rows, you can make proportional adjustments to the size of the fonts.
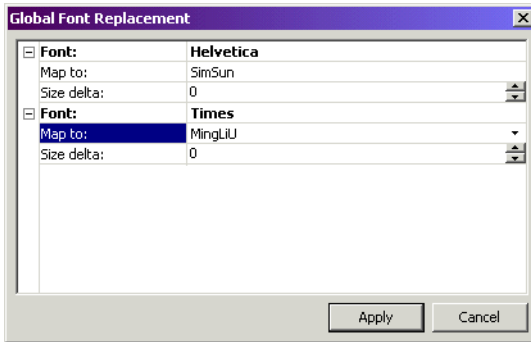
FrameMaker-Specific Export Options

When you export a FrameMaker document, you will be presented with the following filter-specific options:
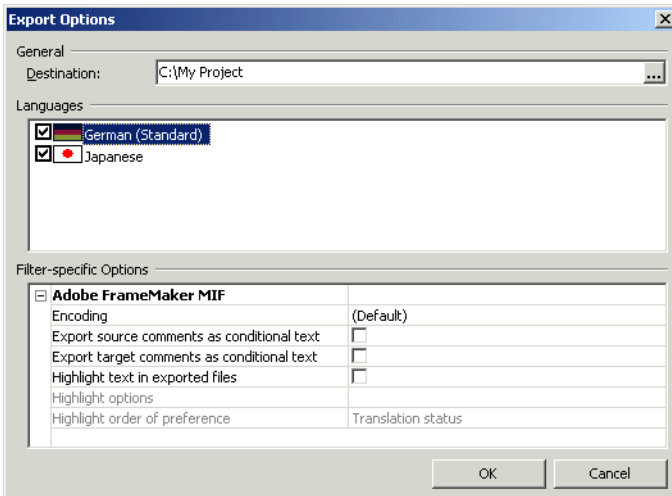
Export source comments as conditional text—allows the export of source comments to the *DVXSourceComments* condition.

Export target comments as conditional text—allows the export of target comments to the *DVXTargetComments* condition.

Highlight text in exported files—allows the highlighting of text according to the translation status in Déjà Vu X Standard.

Selecting the **Highlight text** option activates two more options:

Highlight options—lets you access a dialog that allows you to select what kind of rows should be highlighted in what manner.

Highlight order of preference—lets you choose whether rows with *Translation Status* (pending, locked, etc.) or *Match Type* (exact, fuzzy, assembled, etc.) should take preference.

Clicking on the file selector button on the **Highlight options** row (the file selector only becomes activated when you actually select the row) brings up the **Row Highlight Options** dialog.

Clicking **Add** lets you select individual formatting options (including any combinations of bold, italics, underline, strikethrough, or text color) for as many different **Row Types** as you like.

When you are done with your selection, click **OK**.

Assuming that the FrameMaker file in the following Déjà Vu X Standard project had one pending line and one comment—
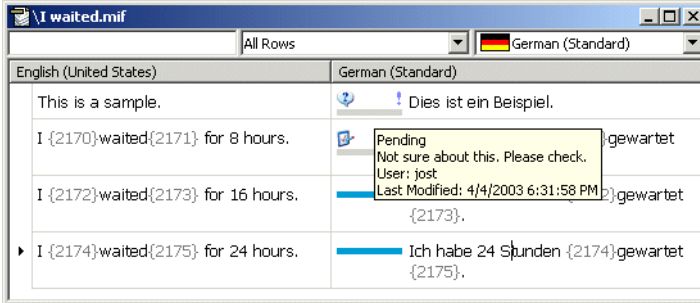
—and the user chooses to display target comments in FrameMaker and highlight pending rows in bright magenta, the exported file would look like this:
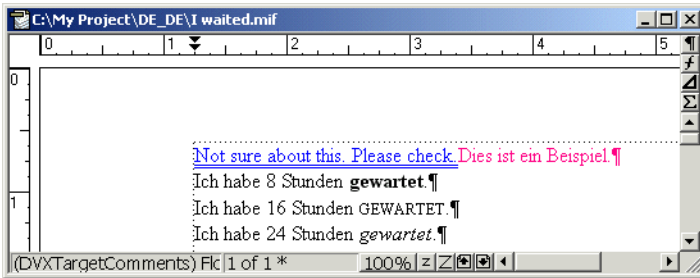
*You can choose to display or hide conditions in FrameMaker with the command **Special>Conditional Text>Show/Hide**.*

Tips and Tricks with FrameMaker

*If all files of your FrameMaker book follow one or possibly two sets of formats, you can avoid a large amount of repetition in your project by doing the following: Uncheck all the special "Ignore" options for one representative file and check them for all other files. Once you have exported all of your files, you can import the formats of the representative file to all other files (in FrameMaker, select, **File>Import>Formats**).*

*Make sure that your FrameMaker files do not contain any change bars (markers that indicate changes to the file). To delete existing change bars, select **Format>Document>Change Bars>Clear All Change Bars**.*

If you need to convert FrameMaker books with a great number of files, it is tedious to convert these files individually. The little utility MifSave allows you to batch-convert all files of one book. For more information, check the tools section of the Frame User group at frameusers.com.

To re-import a file that has already been exported as a MIF file from a Déjà Vu X Standard project, you will have to open that file in FrameMaker, save it as an FM file, close and re-open that FM file in FrameMaker, and save it as MIF.

Adobe PageMaker

Déjà Vu X Standard includes support for Adobe PageMaker 6.5 and 7 files.

To process Adobe PageMaker documents, you must first save the text you want to translate as a "tagged text" file.

To export a story

1 Open the file you want to process in PageMaker.

2 In Layout view, click anywhere on the story you want to export.

3 Select **Edit>Edit Story**.

4 The story appears as editable text.

5 Select **File>Export>Text**.

6 The **Export Document** dialog appears.
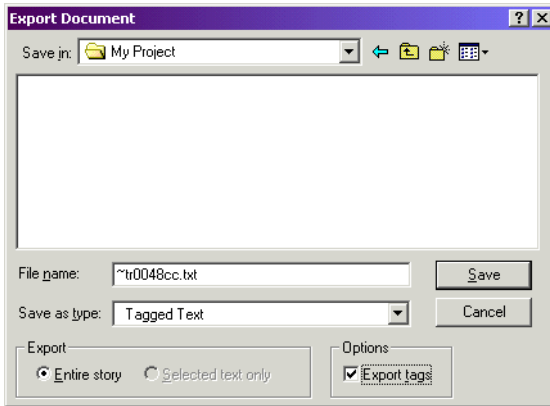
7 Select the correct export location.

8 Accept the default name or enter a name for the export file.

9 Click the **Save as type** dropdown list and select **Tagged text**.

10 Make sure the options **Entire story** and **Export tags** are selected.

11 Click **Save**.

You can either repeat this procedure for each text chain (which constitutes a story) in the PageMaker document, or you can combine and export all stories within one document.

To combine and export stories

1 Open the PageMaker document from which you want to combine and export stories.

2 Select **File>Save As**.

3 Save the document as **A copy in 6.0 format** (PageMaker 7: **A copy in 6.5 format**).

4 Open a new PageMaker publication by selecting **File>New**.

5 In the **Document Setup** dialog, adjust the settings to match the settings from the original.
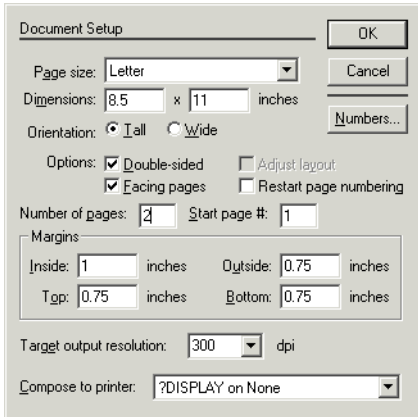
6 Select **File>Place**, select the formerly saved document, and then click **OK**.

7 The **Place PageMaker Stories** dialog appears, listing every story in the publication in the order in which they were placed.

8 If necessary, enter *1* into the characters field to include all stories and click **Relist**.

9 Click **Select All** to combine all stories in the document, or hold down the Shift key while clicking on the stories you want to combine, and then click **OK**.

10 The pointer changes to a loaded icon ( ).

11 Click the loaded icon. All the stories are pasted into the new document as one story.

12 To export this story into a text file, see "To export a story" on page 261.

This procedure will not copy any non-text items (such as graphics) into the new document, so you will have to either manually paste those into the new document or revert to exporting each story individually in the old document.

When you have imported, translated, and exported the tagged TXT file in Déjà Vu X Standard, you have to replace the text into the PageMaker document.

To re-import the story

1 Make a copy of the original file from which you exported the tagged text file.

2 Open the copy in PageMaker.

3 In Layout view, click anywhere on the original story you want to replace.

4 On the **Edit** menu, click **Edit story**.

5 On the **File** menu, click **Place**.

6   The **Import to Story Editor** dialog appears.
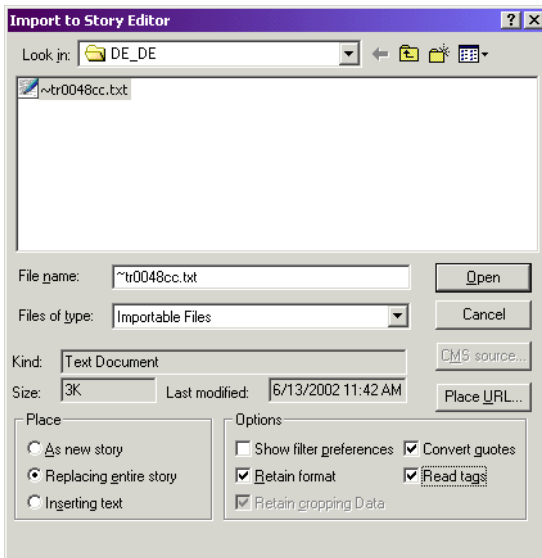
7   Select the TXT file which Déjà Vu X Standard has exported (the one containing the final translation).

8   Make sure that the following options are selected:

- ❑   In the **Place** option group: **Replacing entire story**.

- ❑   In the **Options** option group: **Retain format**, **Convert quotes**, and **Read tags**.

9   Click **Open**.

10 The translation is being imported.

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

Because PageMaker does not support Unicode, none of the Unicode code pages is offered. If you use the default encoding option, Déjà Vu X Standard will select the code page that is used in the file (import) or select one according to the target language (export).

Tips and Tricks with PageMaker

PageMaker files are often delivered in Mac format. Though it is usually no problem to open these files on a PC, your client may not want you to convert these files to PC files. To avoid problems with special characters in the original or translated TXT files, you will have to change the code page of the tagged file between Mac and Windows. Do this by selecting a Mac code page during the import and export processes.

Double-byte PageMaker files (Chinese, Japanese, Korean) can only be opened and processed on a native (Chinese, Japanese, or Korean) version of PageMaker.

QuarkXPress

Déjà Vu X Standard includes support for QuarkXPress 4 and 5 files.

To process QuarkXPress documents, you must first save the text you want to translate as an XPress Tag file.

To export text as an XTG file

1   Open the file you want to process in QuarkXPress.

2   Make sure that the **Content** tool (🖑) is selected. If it is not displayed, press F8.

3   Click the text box that contains the beginning of the text chain you want to export.

4   Select **File**>**Save Text**.

5 The **Save Text** dialog appears.
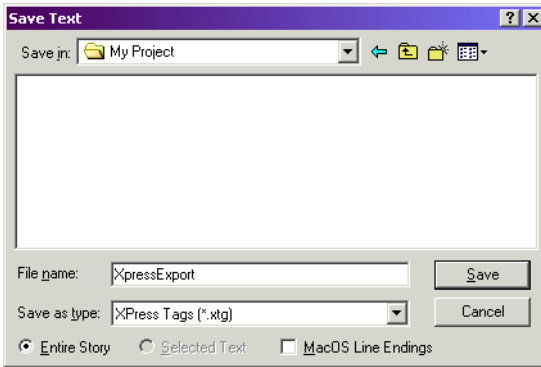
6 Select the correct export location.

7 Enter a name for the export file.

8 Click the **Save as type** dropdown list and select **XPress Tags**.

9 Make sure the option **Entire Story** is selected.

10 Click **Save**.

For each text chain (which constitutes a story) in the XPress document, you will have to repeat this procedure because QuarkXPress does not provide an automated way of exporting all the stories together.

After you have imported, translated, and exported the .xtg file in Déjà Vu X Standard, you have to replace the text into the QuarkXPress document.

To re-import the XTG file

1 Make a copy of the original file from which you exported the .xtg file.

2 Open the copy in QuarkXPress.

3 Click the text box containing the beginning of the story you exported.

4 Select **File>Get Text**.

5 The **Get Text** dialog appears.
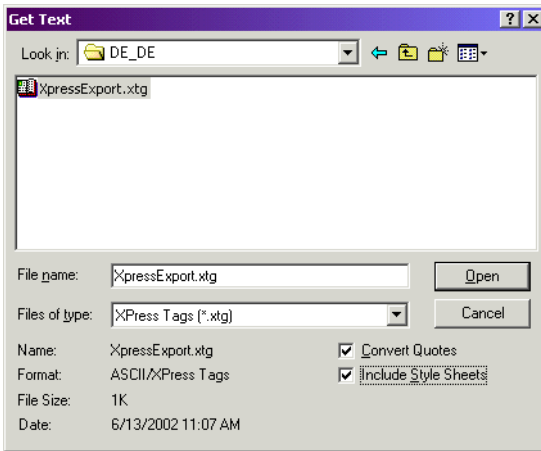
6 Select the XTG file which Déjà Vu X Standard has exported (the one containing the final translation).

7 Make sure that the **Include Style Sheets** option is selected.

8 Click **Open**.

9 The translation is being imported.

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

As QuarkXPress does not support Unicode, none of the Unicode code pages are offered. If you use the default encoding option, Déjà Vu X Standard will select the code page which is used in the file (import) or select one according to the target language (export).

Tips and Tricks with QuarkXPress

For jobs that contain a large number of stories, we recommend that you obtain a copy of CopyFlow, a QuarkXPress XTension for Quark 4.1, or CopyFlow Gold for Quark 5. These allow you to export text from all the stories in the document to a single TTG file, a format that can be read by the XTG filter (for more information, see napsys.com). If you identify yourself as a registered Déjà Vu user, you will receive a 15% discount on any purchase of CopyFlow.

Quark files are often delivered in Mac format. Though it is usually no problem to open these files on a PC, your client may not want you to convert these files to PC files. To avoid problems with special characters in the original or translated TXT files, you will have to change the code page of the tagged file between Mac and Windows. Do this by selecting a Mac code page during the import and export processes.

To open and edit files in a version of QuarkXPress in any other language than English, they will have to be saved as a single language (U.S. English) document. With (the more expensive) QuarkXPress Passport, other, non-double-byte languages can be processed without restriction. Double-byte QuarkXPress files (Chinese, Japanese, Korean) can only be opened and processed on a native (Chinese, Japanese, or Korean) version of QuarkXPress.

InDesign

Déjà Vu X Standard includes support for InDesign 2 files.

To process Adobe InDesign documents, you must first save the text you want to translate as a "tagged text" file.

To export a story

1   Open the file you want to process in InDesign.

2   Select the **Type** tool (T) and click in the story you want to export.

3   Select **File>Export**.

4   The **Export** dialog appears.

Export			
Save in: 🗀 My Project		▾ ← 🗐 📑 🎞▾	
File name:	Untitled-4.TXT		Save
Save as type:	Adobe InDesign Tagged Text	▾	Cancel
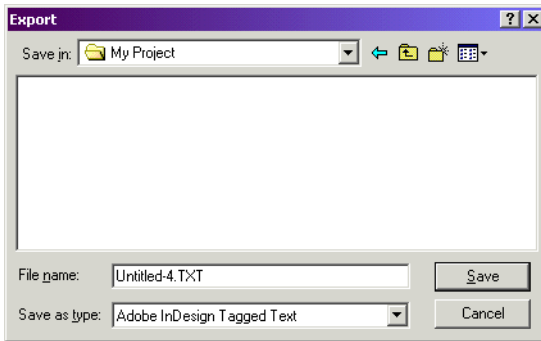
5   Specify a name and location for the exported story, and select **Adobe InDesign Tagged Text** under **Save as Type**.

6   Click **Save**.

7   The **Adobe InDesign Tagged Text Export Options** dialog appears.

Adobe InDesign Tagged Text Export Options

Tag Form: ⦿ Verbose
           ○ Abbreviated

Encoding: ASCII
          ASCII
          ANSI
          Unicode
          Shift-JIS

          OK
          Cancel
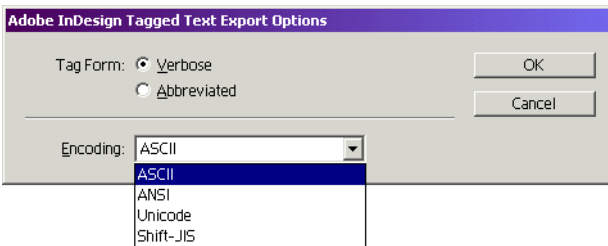
8   Select **Verbose** under **Tag Form** and the correct encoding under **Encoding**.

> *Make sure that you select Unicode if you are translating into or from any non-Western language.*

9   Click **OK**.

You can either repeat this procedure for each text chain (which constitutes a story) in the InDesign document, or you can batch-export all stories within one document. For this you will need the **Export All Stories** plug-in from the plug-in section on the Adobe website at share.studio.adobe.com.

To batch-export stories

1   Open the InDesign document you want to export.

2   Save the *ExportAllStories.exe* to your hard drive and open it by double-clicking on it.

3   Select **Tagged Text** and click **Export Stories**.

4   Select the export folder and click **OK**.

> *This procedure only exports files into ASCII format, regardless of their source language. Tag Converter, a utility available at www.clickomania.ch, also allows for a batch export and will automatically select Unicode as the export format if there are any non-ASCII characters in the text.*

When you have imported, translated, and exported the tagged .txt file in Déjà Vu X Standard, you have to replace the text into the InDesign document.

To re-import the story

1   Open the .indd file in InDesign.

2   Select the **Type** tool (T) and click in the story you want to import.

3 Select **File>Place**.

4 The **Place** dialog appears.
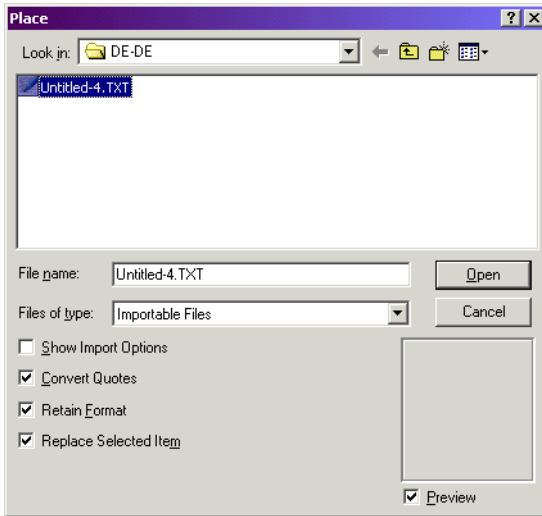
5 Select Convert Quotes, Retain Format, and Replace Selected Items and navigate to the location of your translated file.

6 Select the file and click **Open**.

7 The translation is being imported.

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

There is no need to define a code page for the import because Déjà Vu X Standard will take that information from the header of each InDesign file. The possible export code pages include ANSII, ASCII, Unicode, ShiftJIS, and Big5. If you use the default encoding option, Déjà Vu X Standard will select the code page according to the target language (export).

Interleaf/QuickSilver

Déjà Vu X Standard can process Interleaf/Quicksilver ASCII files exported with Interleaf 6 or later. Binary Interleaf/Quicksilver files are not supported, so make sure that you save the Interleaf/Quicksilver documents as ASCII, or ask your client to do so if you do not own a copy of Interleaf/Quicksilver.

To save an Interleaf document in ASCII format

1   Open the document in Interleaf/Quicksilver.

2   On the **File** menu, click **Save As**.

3   The **Save As** dialog appears.
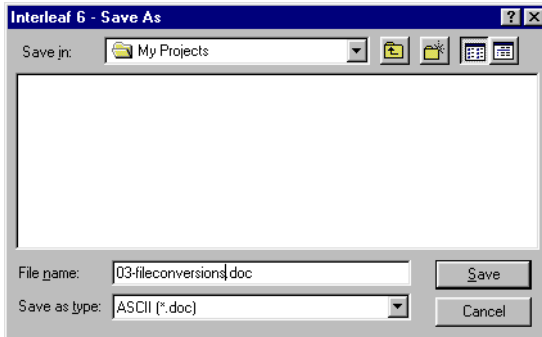
4   Select the correct folder and enter the name of the file you want to save to.

5   Click the **Save as type** dropdown list and select **ASCII (*.doc)**.

6   Click **Save**.

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

Plain Text

Déjà Vu X Standard can, of course, process plain text files. For general options to define the code page during export and import, see "Encoding" on page 238.

All code pages that are supported by Windows can be selected for the export or import. If none is selected for the import, Déjà Vu X Standard will detect the code page in the file or choose the code page best suited for the language in the source file. If no code page is selected for the export, Déjà Vu X Standard will choose the best suitable code page for the target language and/or the actual content, with a preference to Unicode (UTF-16).

Help Content

Help content files are simple text files that automatically create the table of contents in a WinHelp file.

View of a Help Contents .cnt file in a text editor:

```
:Base DVHelp.hlp>Main
1 Front cover=Front_cover
1 Introduction
2 What is Déjà Vu?=What_is_D_j_Vu_
2 Overview of CAT concepts=Overview_of_CAT_concepts
2 Where does Déjà Vu come into all this?=Where_does_D_j_Vu_come_into_all_this_
2 Atril and our customers=Atril_and_our_customers
1 Installation
2 Installing Déjà Vu=Installing_D_j_Vu
2 Installing Déjà Vu on a network=Installing_D_j_Vu_on_a_network
1 The Déjà Vu components
2 Projects=Projects
2 Memory databases=Memory_databases
2 Terminology databases=Terminology_databases
2 Programs
3 Déjà Vu Interactive=D_j_Vu_Interactive
3 Database Maintenance=Database_Maintenance_1
3 Terminology Maintenance=Terminology_Maintenance_1
3 Database Conversion Wizard=Database_Conversion_Wizard_1
3 TermWatch=TermWatch_1
```

Déjà Vu X Standard will ignore the non-translatable content following the equal signs and the numbers when importing these files.

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

All code pages that are supported by Windows can be selected for the export or import. If none is selected for the import, Déjà Vu X Standard will detect the code page in the file or choose the code page best suited for the language in the source file. If no code page is selected for the export, Déjà Vu X Standard will choose the best suitable code page for the target language and/or the actual content, with a preference to Unicode (UTF-16).

HTML and Script-Based Files

Déjà Vu X Standard includes extended support for HTML and script-based files.

HTML-Specific Import Options
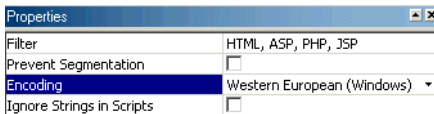
Ignore Strings in Script

This option controls whether translatable text in scripts such as JavaScript or VBScript should be translated or excluded.

> *Unless you know that there is no translatable text within any script, you should not enable this option.*

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

All code pages that are supported by Windows can be selected for the import of SGML files. If none is selected for the import, Déjà Vu X Standard will detect the code page from the META tag in the HTML file or, if there is no META tag, it will attempt to detect the code page used in the file(s) or choose the code page best suited for the language in the source file.

HTML-Specific Export Options

When you export a file that adheres to the HTML specification, you will be presented with the following filter-specific options:
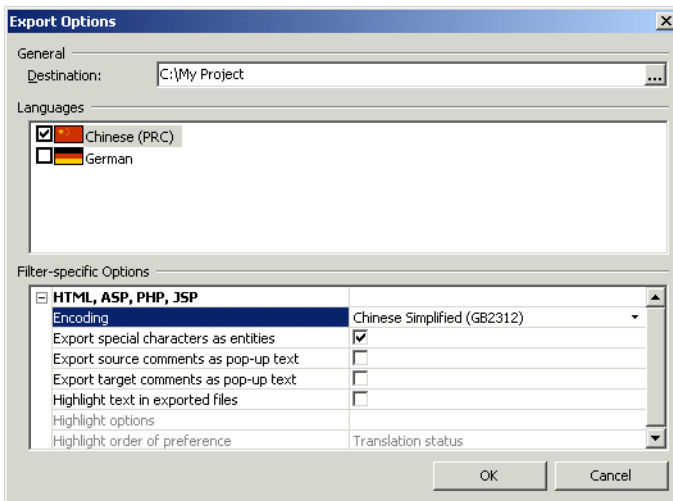
Encoding—Regardless of the format of the imported file, you can choose to export the files in any of the code pages that are supported by Windows. When exporting the file, Déjà Vu X Standard will not only change the actual code page but also the corresponding META tag.

In the above example of a Simplified Chinese file, after the export the meta tag will read:

```
<META http-equiv=Content-Type content="text/html;
charset=gb2312">
```

If no code page is selected, Déjà Vu X Standard will select a code page suitable to the target language and actual language used, with a preference to the same code page used during the import.

Export special characters as entities—If you select this option, special characters will be exported in the appropriate code (© will, for instance, be exported as `©`). If you select **Export as they are**, they will not be converted (© will stay ©).

Export source comments as pop-up text—allows the export of source comments to text in HTML pop-ups.

Export target comments as pop-up text—allows the export of target comments to text in HTML pop-ups.

Highlight text in exported files—allows the highlighting of text according to the translation status in Déjà Vu X Standard.

Selecting the **Highlight text** option activates two more options:

Highlight options—lets you access a dialog that allows you to select what kind of rows should be highlighted in what manner.

Highlight order of preference—lets you choose whether rows with *Translation Status* (pending, locked, etc.) or *Match Type* (exact, fuzzy, assembled, etc.) should take preference.

Clicking on the file selector button on the **Highlight options** row (the file selector only becomes activated when you actually select the row) brings up the **Row Highlight Options** dialog.

Clicking **Add** lets you select individual formatting options (including any combinations of bold, italics, underline, strikethrough, or text color) for as many different **Row Types** as you like.

When you are done with your selection, click **OK**.

Assuming that the HTML file in the following Déjà Vu X Standard project had one pending line and one comment—
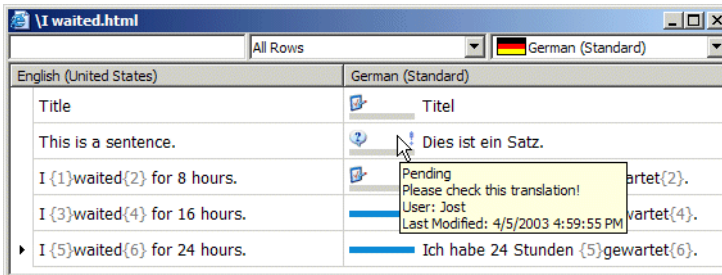
—and the user chooses to display target comments in HTML and highlight pending rows in bright magenta, the exported file would look like this:
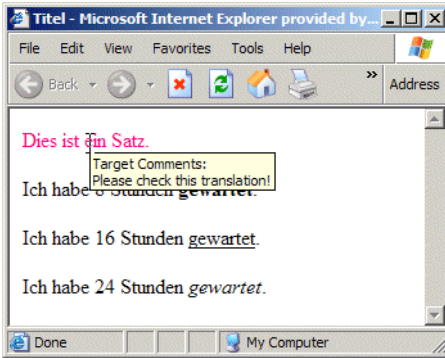
Tips and Tricks with HTML and Script-Based Files

When you translate a website that you have copied to your hard drive, and export it to a different path than the original files, the HTML files will look different than the original files because of missing graphic files. To display the images correctly in the webpages, you will have to copy the image folder(s) to the exact same relative position that they held in the folder structure of the source files (for instance, as a subfolder to the root of the website).

If you translate HTML files and need to open and save them in an application other than Déjà Vu X Standard or an Internet browser, make sure that you only open them in a simple text editor, an HTML editor that does not add any additional coding, or the HTML editor the files were originally created in. Otherwise you will run the risk of corrupting the files.

SGML/XML

SGML stands for *Standardized General Markup Language,* which is not a file type but a metalanguage used to define markup languages. These definitions are called Document Type Definitions or DTDs. Each set of SGML documents has its DTD, which means that—unlike with Word, Excel, or FrameMaker—you will have to teach Déjà Vu X Standard how to

interpret these files. You can do this by creating a specific SGML/XML filter for each SGML/XML project you work on. For more information on how to build an SGML/XML filter, see "Creating and Maintaining SGML/XML Filter Files" on page 297.

Déjà Vu X Standard includes support for all documents that follow the SGML standard. Because SGML and XML are widely used in all kinds of applications of data storage and data exchange, the use of the SGML filter goes far beyond the translation of files that have the default .sgml, .sgm, or .xml extension.

A good way to determine whether files can be imported with the SGML/XML filter is to open the file in question in a text editor and verify that it follows the basic structure of:

<TAG ATTRIBUTE1="translatable" ATTRIBUTE2="not translatable">translatable text</TAG>

SGML/XML-Specific Import Options

Filter	SGML, XML
Filter Definition File	C:\My Project\nt.dvflt
Prevent Segmentation	☐
Encoding	(Default) ▾

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

All code pages that are supported by Windows can be selected for the import of SGML/XML files. If none is selected for the import, Déjà Vu X Standard will attempt to detect the code page used in the file(s) or choose the code page best suited for the language in the source file. Should the code page of the source file be Unicode (UTF-16), Déjà Vu X Standard will use that code page even if that overrides the user selection.

Filter Definition File

In the SGML filter, you will have to select a project-specific filter definition file (for information about creating these files, see "Creating and Maintaining SGML/XML Filter Files" on page 297).

1 When you select the **Filter Definition File** line, a file selector button (▪▪) appears at the right of the line.

2 Click ▪▪.

3 The **Select Name and Location of Filter File** dialog appears.
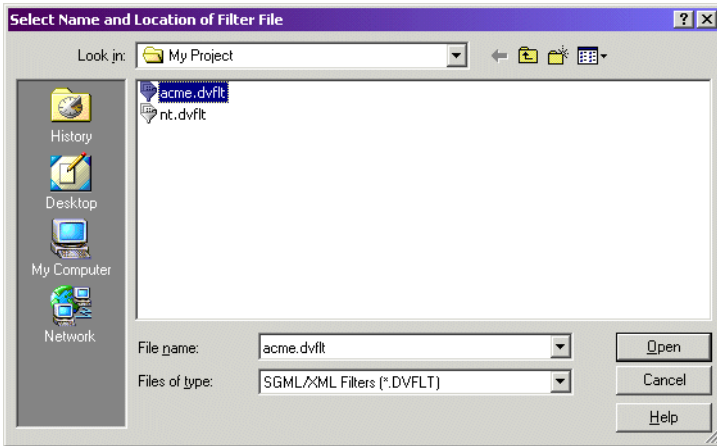
4 Select your filter definition file and click **Open**.
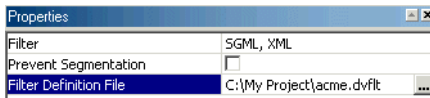
5 You can see that the filter is now selected.

Once you have selected the filter file, the import process is the same as with any other file.

For options to define the code page during import, see "Encoding" on page 238.

SGML/XML-Specific Export Options

When you export a file that adheres to the SGML/XML specification, you will be presented with the following filter-specific options:
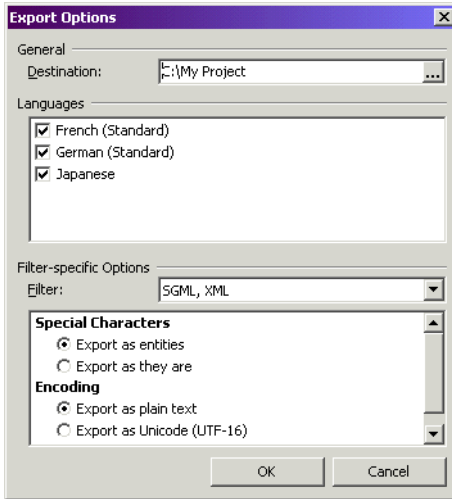
Special Characters—If you select **Export as Entities**, special characters will be exported in the appropriate code (© will, for instance, be exported as `©`). If you select **Export as they are**, they will not be converted (© will stay ©).

Encoding—Regardless of the format of the imported file, you can choose to export the files in any of the code pages that is supported by Windows.

If no code page is selected, Déjà Vu X Standard will select a code page suitable to the target language and actual language used, with a preference to the same code page used during the import.

   Tips and Tricks with SGML/XML

A good way to determine whether your settings for the SGML/XML filter file are correct is to import a few sample files and see whether you are satisfied with the segmentation. If not, determine where the problem occurs, fix the SGML/XML filter file, and import your files again.

Java Properties

Java Properties files are simple text files that are used in Java applications.

View of a Java Properties file in a text editor:

```
# English-language strings for the Content Installer screens

contentTitle = Content Installer

reset = Reset

hiRes = <B>High Resolution Video and Illustrations</B> - \
Provides the highest quality images and full-motion video \
for the selected Titles, but requires the most disk space \
and the most time to download when used by clients.

loRes = <B>Low Resolution Video</B> - \
Provides full motion video for the selected Titles \
at a lower resolution which takes less disk space \
to store and less time to download when used by clients.

poster = <B>Poster Video</B> - \
Provides still images which illustrate the content \
of the selected Titles. This option takes less disk space \
```

Déjà Vu X Standard will ignore the non-translatable content preceding the equal signs as well as all text preceded by the number sign (#), and it will use an HTML sub-filter to interpret the HTML coding in the file.

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

All code pages that are supported by Windows can be selected for the export or import. If none is selected for the import, Déjà Vu X Standard will detect the code page in the file or choose the code page best suited for the language in the source file. If no code page is selected for the export, Déjà Vu X Standard will choose the best suitable for the target language and/or the actual content.

RC (Resource)

RC files are simple text files that are compiled into binary files such as .exe's and .dll's.

To create an RC file from an .exe or .dll file, you will have to save the file in your development environment as an RC file.

View of an RC file in a text editor:

```
/////////////////////////////////////////////////////////////////////////
//
// Dialog
//

IDD_WEBWIZ_SIGNONDLG DIALOGEX 0, 0, 174, 103
STYLE DS_MODALFRAME | DS_CENTER | WS_POPUP | WS_CAPTION | WS_SYSMENU
EXSTYLE WS_EX_CONTEXTHELP
CAPTION "WebWizard Admin Signon"
FONT 8, "MS Sans Serif", 0, 0, 0x1
BEGIN
    RTEXT           "Enter &Userid:",IDC_STATIC,15,14,54,8,0,WS_EX_RIGHT
    EDITTEXT        IDC_USERID_EDIT,77,13,63,14,ES_UPPERCASE |
                    ES_AUTOHSCROLL
    RTEXT           "&Password:",IDC_STATIC,15,34,54,8,0,WS_EX_RIGHT
    EDITTEXT        IDC_PASSWORD_EDIT,77,33,63,14,ES_UPPERCASE | ES_PASSWORD |
                    ES_AUTOHSCROLL
    RTEXT           "&New Password:",IDC_STATIC,15,54,50,8,0,WS_EX_RIGHT
    EDITTEXT        IDC_NEWPASSWORD_EDIT,77,52,63,14,ES_UPPERCASE |
                    ES_PASSWORD | ES_AUTOHSCROLL
    DEFPUSHBUTTON   "&Sign On",IDOK,29,78,50,14
    PUSHBUTTON      "&Cancel",IDCANCEL,92,78,50,14
END
```

Déjà Vu X Standard will ignore all non-translatable content. This includes everything outside quotation marks, with the exception of the copyright note (which is in quotation marks but should not be translated).

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

All code pages that are supported by Windows can be selected for the export or import. If none is selected for the import, Déjà Vu X Standard will detect the code page in the file or choose the code page best suited for the language in the source file. If no code page is selected for the export, Déjà Vu X Standard will choose the best suitable for the target language and/or the actual content, with a preference for Unicode (UTF-16).

Tips and Tricks with RC Files

*If you use glossaries—such as the Microsoft glossaries—to aid in the translation of RC files, it may be helpful to activate the **Prevent Segmentation** setting for the import process because these and other glossaries contain the complete strings that sometimes consist of several sentences. For RC files, this setting is enabled by default.*

Because the syntax of RC files uses the quotation mark as a functional character, it requires a duplicated quotation mark ("") for every linguistic quotation mark (`"Click on ""Next"" to continue"`). To make the translation process easier, Déjà Vu X Standard will display every duplicated quotation mark ("") as a single quotation mark ("), and then replace those instances with a required duplicated quotation mark ("") during the export of the file.

RC files often have a limitation for the length of a string (for instance, a string may not be longer than 255 characters). For these situations, the current record position indicator on the status bar (see p. 36) is very helpful.

C/C++/Java

C/C++ and Java files are simple text source files that are compiled into C/C++ and Java applications.

View of a .cpp file in a text editor:

```
        free(pdata); //TAD$$$ 3-24-99
        file.Close();

        AfxMessageBox("NotePad will now be launched to preview and/or print your
configuration.  For best results, use <Page Setup> from the <File> tab to set the print
to Landscape mode before printing.", MB_ICONINFORMATION | MB_OK);
        retval = (int) ShellExecute(NULL, "open", filename, NULL, NULL, SW_SHOWNORMAL);

        if (retval <= 32)
        {
          sprintf(buff,"Unable to Launch %s  Returned code = %d (%x)", filename, retval
retval);
          AfxMessageBox(buff, MB_ICONSTOP | MB_OK);
        }
        return TRUE;
      }
      catch (...)
      {
        AfxMessageBox("Error saving file" , MB_ICONSTOP | MB_OK);
      }
    }
    else
    {
      AfxMessageBox("Unable to open file", MB_ICONSTOP | MB_OK);
    }
  }
```

Déjà Vu X Standard will ignore all non-translatable content. This includes everything outside quotation marks.

File types that are supported by this filter by default include .cpp, .c, .h, and .hpp files.

C/C++/Java-Specific Import Options
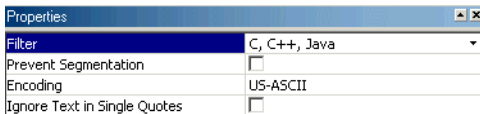
Ignore Text in Single Quotes

This option allows you to specify whether you would like to have text in 'single quotes' treated the same as text in "double quotes" or ignored.

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

All code pages that are supported by Windows can be selected for the export or import. If none is selected for the import, Déjà Vu X Standard will detect the code page in the file or choose the code page best suited for the language in the source file. If no code page is selected for the export, Déjà Vu X Standard will choose the best suitable code page for the target language and/or the actual content, with a preference for Unicode (UTF-16).

Tips and Tricks with C/C++ and Java Files

If you use glossaries—such as the Microsoft glossaries—to aid in the translation of these files, it may be helpful to activate the **Prevent Segmentation** *setting for the import process because these and other glossaries contain the complete strings that sometimes consist of several sentences. For C/C++ and Java files, this setting is enabled by default.*

GNU Gettext

GNU gettext PO and POT files are the translatable language resource files used in the free GNU gettext concept for translating software and documentation (from docbook or XML). GNU gettext is the de-facto standard in many open source projects, and it works with a large variety of programming languages.

PO files are typically translated or pretranslated files, whereas POT files are the translatable templates.

View of a pretranslated POT file in a text editor:

```
#: common/catalog.cpp:506
msgid ""
"Free Software Foundation Copyright does not contain any year. It will not be "
"updated."
msgstr ""
"El copyright de la Free Software Foundation no contine ningún año. No se "
"actualizará."

#: common/catalog.cpp:1743
msgid "loading file"
msgstr "cargando archivo"

#: common/catalog.cpp:2011
msgid "saving file"
msgstr "guardando archivo"

#: common/catalog.cpp:3351
msgid "searching matching message"
msgstr "buscando mensaje coincidente"

#: common/catalog.cpp:3646
msgid "preparing messages for diff"
msgstr "preparando mensajes para diff"

#: common/context.cpp:117
msgid "Corresponding source file not found"
msgstr "No se encontró el mensaje fuente correspondiente"
```

Déjà Vu X Standard imports the pretranslated bilingual file that you can now edit and (where applicable) translate. View of the same passage in Déjà Vu X Standard:

English (United States)		Spanish	
Free Software Foundation Copyright does not contain any year. It will not be updated.			El copyright de la Free Software Foundation no contine ningún año. No se actualizará.
loading file			cargando archivo
saving file			guardando archivo
searching matching message			buscando mensaje coincidente
preparing messages for diff			preparando mensajes para diff
Corresponding source file not found			No se encontró el mensaje fuente correspondiente

When the translation is finished, the file will be exported back into its legal code page, Unicode (UTF-8).

IBM TranslationManager

Déjà Vu X Standard can process IBM *untranslated segments* files.

To obtain the untranslated segments file for a particular file

1   Run IBM TranslationManager.

2   Locate your folder in TranslationManager's Folder List.

3   Double-click it to open its list of files.

4   Right-click the desired file. Select **Analyze**.

5   Check the **Create file containing untranslated segments** box.

6   Click **Analyze**.

To translate IBM TranslationManager files

1   Analyze the IBM TranslationManager documents to obtain the "untranslated segments" files.

2   Import these "untranslated segments" files into a Déjà Vu X Standard project.

3   Translate in Déjà Vu X Standard.

4   Export the finished translation from Déjà Vu X Standard.

5   Import the resulting files into the IBM TM translation memory.

6   Re-analyze the IBM TranslationManager documents. This will yield a fully translated document.

7   Return the IBM TranslationManager folder to your client. The folder contains all translated documents and a translation memory with all the material you have translated.

> *It is not possible to split and join sentences from IBM TranslationManager.*

To export a translation memory from IBM TM

1   Display TM's Translation Memory List.

2   Right-click the desired database. Select **Export**.

3   Select the **External** format.

4   Specify the destination file.

5   Click **Export**.

Encoding

For general options to define the code page during export and import, see "Encoding" on page 238.

All code pages that are supported by Windows can be selected for the export or import. If none is selected for the import, Déjà Vu X Standard will detect the code page in the file or choose the code page best suited for the language in the source file. If no code page is selected for the export, Déjà Vu X Standard will choose the best suitable for the target language and/or the actual content.

Trados RTF/Word Files

To process Trados Workbench 2.3, 3, 5, or 5.5 files, you need Microsoft Word 97 or later installed on your computer; however, you do not need an installation of Trados.

Déjà Vu X Standard is able to import pre-processed Trados Word or RTF files and export them after the translation into the original Trados format.

Déjà Vu X Standard is also able to interpret the perfect and fuzzy match setting from Trados and apply that to its own project:

❑ View of pre-processed Trados file within Word (note the numbers between the segments that describe the level of fuzziness):
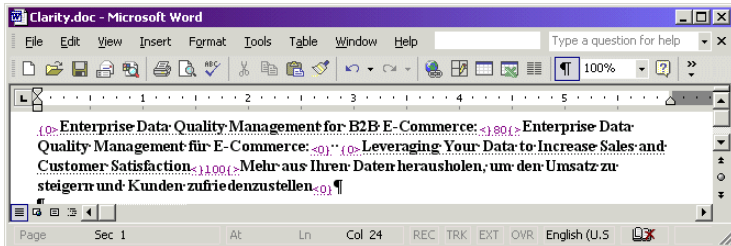
❑ View of the same file in Déjà Vu X Standard (note the indicator bars for the fuzzy and the perfect match):
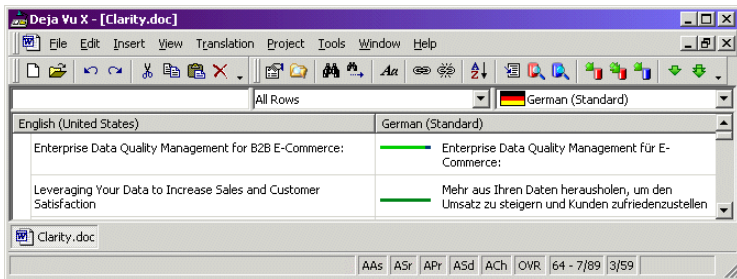
Because of the way in which Déjà Vu X Standard works with Trados files, after a translation is finished and ready to be exported, the original, unaltered Trados file must be in the location from which it was imported. This is essential, because any slight modification to the file may prevent Déjà Vu X Standard from being able to export the final translation.

Tips and Tricks with Trados RTF/Word Files

*Make sure that during the Trados processing, the Trados setting **Tools>Translate>Segment Unknown Sentences** is checked. Otherwise, not all sentences will be imported into Déjà Vu X Standard.*

*Because Trados files typically have the extension .doc or .rtf, you should not import Trados files with the **Import Wizard** unless you have changed the default association for .doc or .rtf files (see "To reconfigure the default relationship between file format and file extension" on page 228). Import Trados files through the **Project Explorer** and change the association on an individual file level instead (see "To reconfigure the individual relationship between file format and file extension" on page 232).*

It is not possible to split and join sentences from a Trados Workbench file.

Trados TagEditor Files

Déjà Vu X Standard is able to import pre-processed Trados TagEditor BIF and TTX files and export them after the translation into the original BIF and TTX formats.

As with Trados Word files (see "Trados RTF/Word Files" on page 290), Déjà Vu X Standard is able to interpret the perfect and fuzzy match setting from Trados and apply that to its own project.

The protected XTranslated units from the BIF and TTX documents will be imported as perfect matches, whereas non-protected 100% matches will be imported as 99% matches.

BIF-Specific Import Options

Language Mapping

When importing a BIF or TTX file, Déjà Vu X Standard will recognize the languages that are present in the importable file(s) but will prompt you to map each language extension from the BIF file to one of the languages that are defined within Déjà Vu X Standard.

> *You will notice that in most cases Déjà Vu X Standard has already made the correct choice for you.*

BIF-Specific Export Options

The options under **Encoding** are the three possible code pages for BIF and TTX files: **US-ASCII**, **Unicode**, and **Unicode (UTF-8)**. For more information on the options defining the code page during export and import, see "Encoding" on page 238.

TMX Files

You can translate TMX files in Déjà Vu X Standard. TMX (Translation Memory eXchange) is widely used as an interchange format between different translation memory formats (for a list of tools that support TMX, please see www.lisa.org/tmx). This means that with this format filter you are able to translate TMX translation memories of any tool that supports this format and apply that translated translation memory in its original, native environment.

Because of the multi-lingual nature of TMX files, Déjà Vu X Standard will import source and, where applicable, target(s). You are free to edit or overwrite the target sentences.

TMX-Specific Import Options
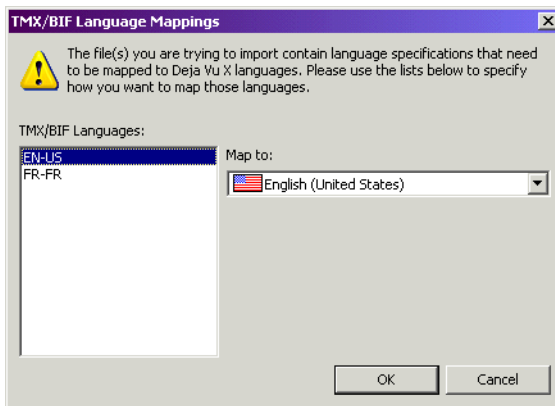
Language Mapping

When importing a TMX file, Déjà Vu X Standard will recognize the languages that are present in the importable file(s) but will prompt you to map each language extension from the TMX file to one of the languages that are defined within Déjà Vu X Standard.

You will notice that in most cases Déjà Vu X Standard has already made the correct choice for you.

TMX-Specific Export Options

Because TMX files can have several target languages, Déjà Vu X Standard allows you to export individual bilingual files for every target language in your project, or one TMX file with several target languages.
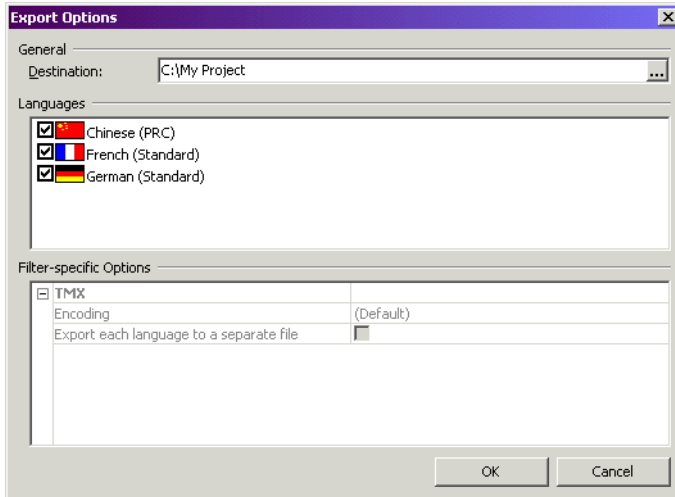
If you want all target languages in one TMX file, you can leave the selection as presented in the **Export Options** dialog. If you prefer individual TMX files or any combination of languages, you can select the respective languages and make the appropriate choices under **Export each language to a separate file**.

The options under **Encoding** are the three possible code pages for TMX files: **US-ASCII**, **Unicode**, and **Unicode (UTF-8)**. For more information on the options defining the code page during export and import, see "Encoding" on page 238.

If you choose to export more than one target language, Déjà Vu X Standard will export the file(s) into a subfolder named according to the source language rather than the usual target language naming convention.

Chapter 12

Creating and Maintaining SGML/ XML Filter Files

Unlike other file formats (FrameMaker, Word, Excel, etc.), SGML (Standardized General Markup Language) and XML (eXtensible Markup Language) are not real file formats; they are a standard for tagging files, and for defining those tags. Since every set of SGML/XML files uses a different set of tags, an SGML/XML filter must be created for every set of SGML/XML files.

SGML defines a standard for creating DTDs (Document Type Definition). For example, the World Wide Consortium (W3C) has DTDs for the various specifications of HTML; this means that HTML is a markup language defined according to SGML rules. You will probably be somewhat familiar with the structure and tags in HTML, so we will use it as an example in our explanations.

Tags and Attributes

SGML files are text files that encode formatting, layout, and image information using tags. Tags are in the format of:

```
<TAGNAME ATTRIBUTE1="VALUE1" ATTRIBUTE2="VALUE2" …>
```

A tag can contain *attributes* that further define a value of the tag.

Because Déjà Vu X Standard does not need to interpret tags and keys, there are only two pieces of information that you must provide:

■ Embeddable tags—An embeddable tag is one that can appear in the middle of a sentence, and Déjà Vu should not split the sentence before or after this tag. For example, the `<B>` and `<I>` tags in HTML (which specify bold and italic attributes) are embeddable, while the `<P>` tag (which specifies a paragraph change) is not.

■ Extractable text between tags—It is possible to define whether text between certain tags is extractable (default) or not extractable, i.e., not translatable. For example, if text between certain tags always

contains dates or numbers that may not need to be translated, you can choose to embed that text.

If you define a text between tags with nested subtags (for example, `<tag1> text <tag2> text </tag2></tag1>`) as non-extractable, text between the nested subtags will not be extracted either.

However, attributes (see below), are not affected by a choice to not extract text between tags (for example, the `attributetext` in: `<tag1 attribute="attributetext"> text </tag1>` would be extracted if so defined, even though the text of `tag1` may be defined as not extractable).

- Extractable attributes—Certain tags may contain attributes whose values are translatable, and must therefore be extracted. For example, the `<IMG>` tag in HTML (which inserts an image into the text) has the `ALT="[alternate text for the image]"` attribute, which specifies the text to display if the browser cannot load the image. This text should be translated, so the attribute is extractable.

Déjà Vu X Standard offers two combinable possibilities for creating an SGML filter file:

- from the DTD file

- directly from the SGML/XML files

In general, it is advisable to combine the methods to allow for greater accuracy of the SGML filter.

To create an SGML filter from SGML/XML files

1 Open Déjà Vu X Standard.

2 On the **File** menu, click **New**.

     –Or–

Click the ⬜ button on the toolbar.

3 The **New File** dialog appears.

4 Double-click **SGML/XML Filter**, or select it and click **OK**.

5 The **New SGML/XML Filter Wizard** appears.

6 Click **Next**.

7 The wizard prompts you to create an SGML/XML filter.
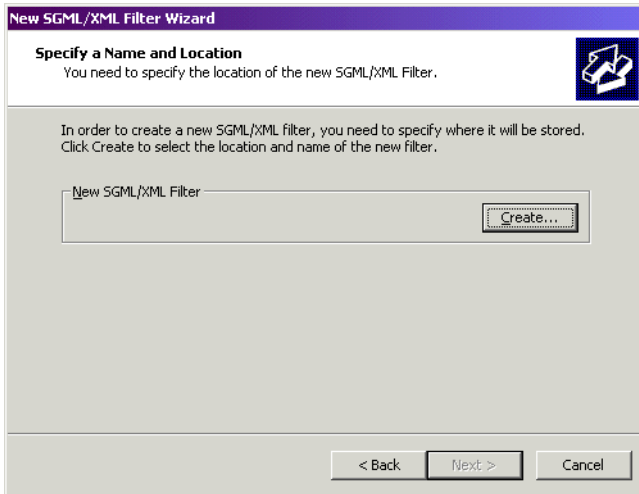
8 Click **Create**, select a folder in which you want to have the SGML/ XML filter saved, and type a name for the filter.

9   Click **Open**.

10 Click **Next**. The wizard prompts you to either specify a DTD file or to generate the SGML/XML filter directly from an SGML/XML file.
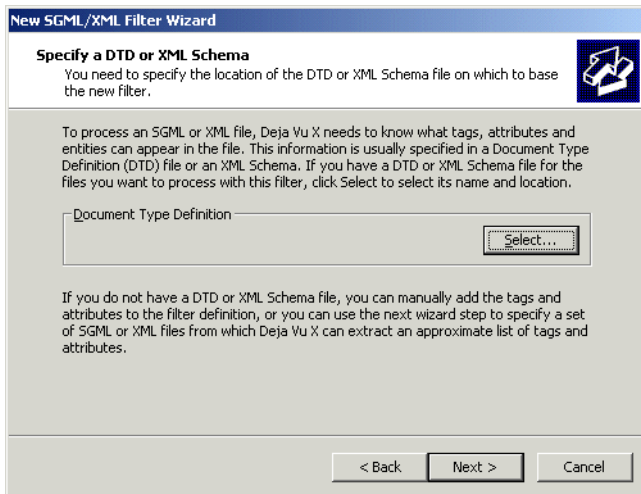
11 For this exercise we will use an XML file. Click **Next**.

If you do have a DTD file for your SGML/XML project, it is advisable to combine the import of the DTD with some representative SGML/XML files.
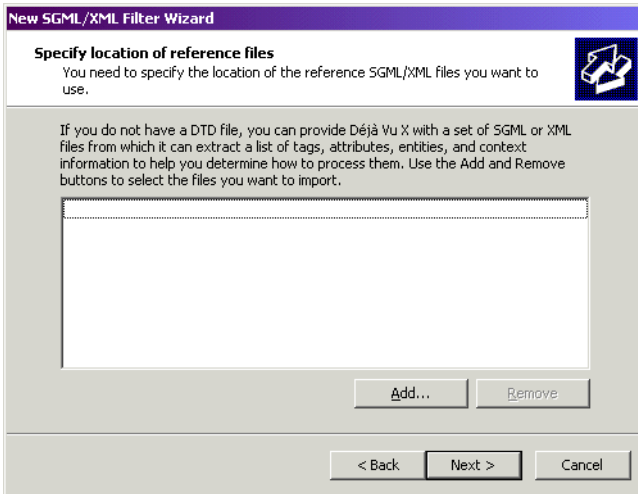
12 Click the **Add** button.
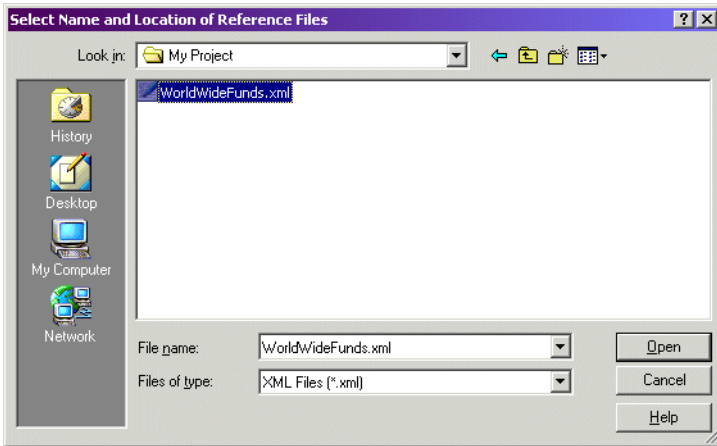
13 Select your SGML/XML file(s) and click **Open**.
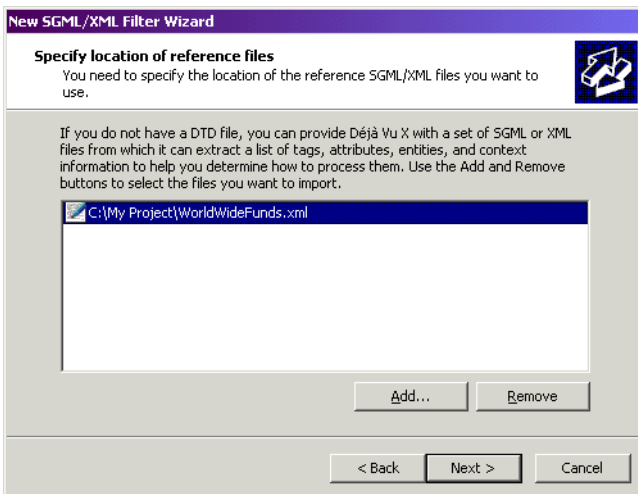
14 Click **Next**.

15 The **New SGML/XML Filter Wizard** displays the current settings.
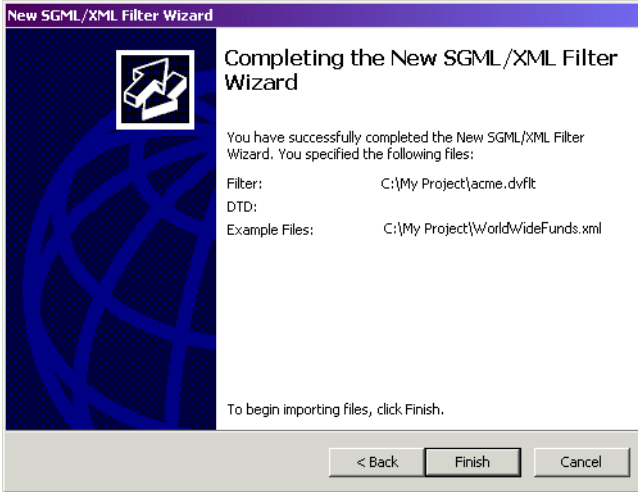
16 Click **Finish**.

17 The wizard displays the import progress.
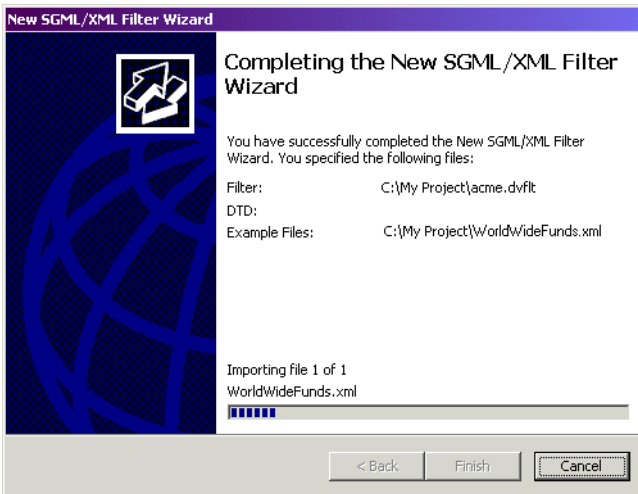
18 Click **Finish** after the import process has finished.

19 The **Tags and Attributes** tab is displayed.

The newly created SGML filter has made the following definitions:

❑ all the tags of the imported SGML/XML file(s) are interpreted as extractable (by having the **...<>...** column in the **Tags** field unchecked),

❑ all text between tags is defined as extractable (by having the **<>...<>** column in the **Tags** field checked), and

❑ all attributes are defined as embeddable (by not having the **<=...>** column in the **Attributes** field checked).
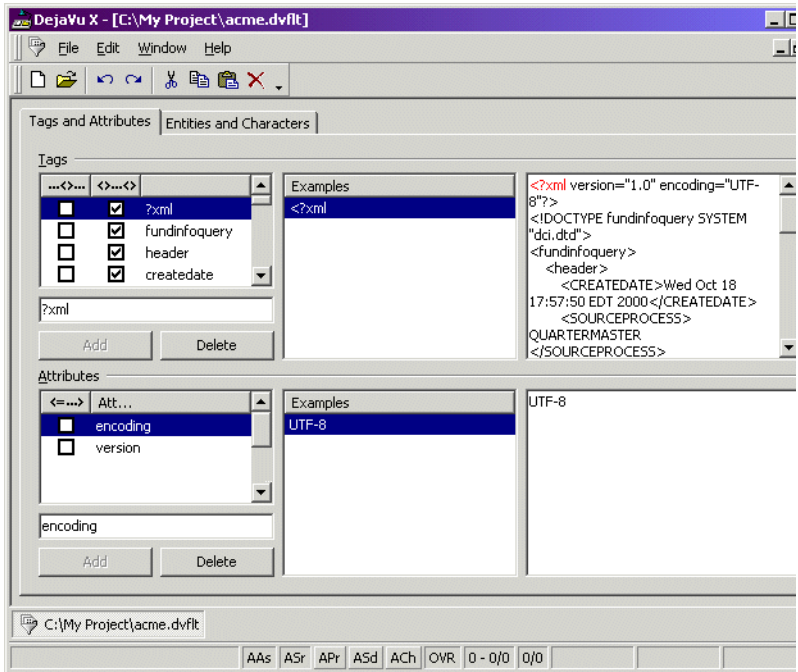
20 You will have to review each of these tags and attributes and decide whether the default setting is appropriate or not. To ease that process, Déjà Vu X Standard displays examples from the occurrences

of the tags and attributes in the respective file(s) under and to the right of **Examples**.

❑ Typically, the vast majority of tags should not be embedded. Below is an example of tags that could be embedded; the **...<>...** column in the **Tags** fields is therefore checked:
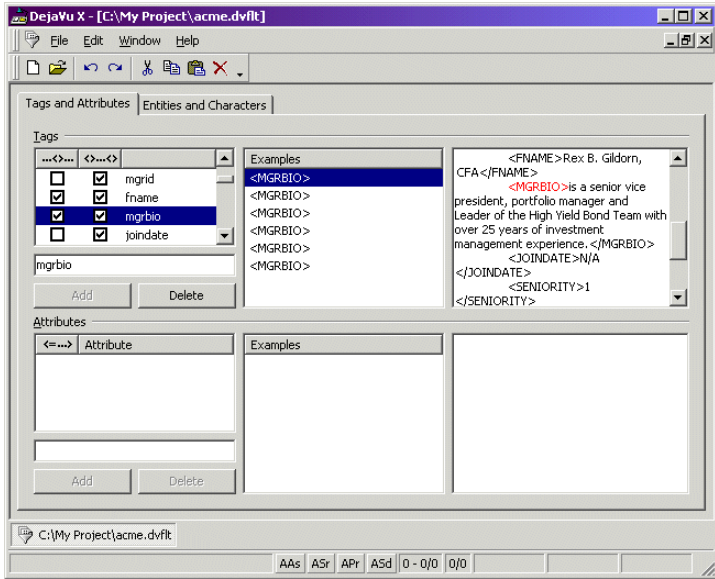
❑ Typically, the majority of text between tags should be extracted.
Below are examples of text that should probably not be
extracted; the **<>…<>** column in the **Tags** field is therefore
unchecked:
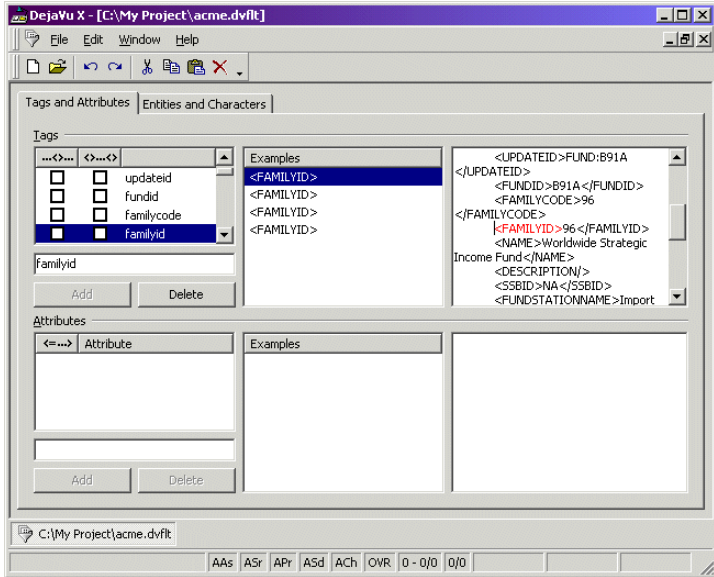
❑ Most of the attributes will only contain internal, non-translatable information. Leaving the checkboxes in the **<=...>** column in the **Attributes** field unchecked ensures that they will not be extracted, i.e., displayed in the Déjà Vu X Standard project. For those that should be translated, add a check mark.
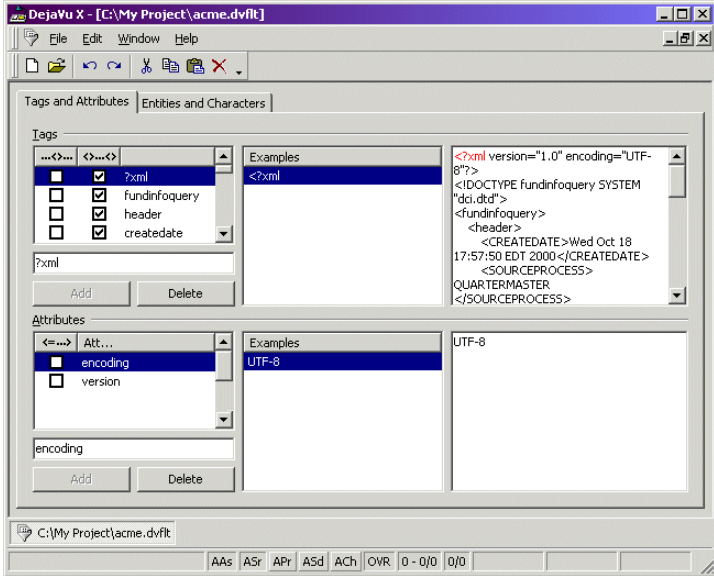
21 When you are finished defining the tags and attributes, you can reduce the size of your SGML/XML filter by deleting all the examples.

This is especially helpful when you have imported a great number of SGML or XML files, which can blow up the size of the filter to several hundred megabytes.

22 Select **Edit>Delete All Examples**.
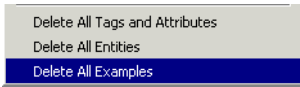
Other SGML/XML-specific options include the deletion of all tags and attributes and all entities. These options are only used on very rare occasions.

23 Select the **Entities and Characters** tab.
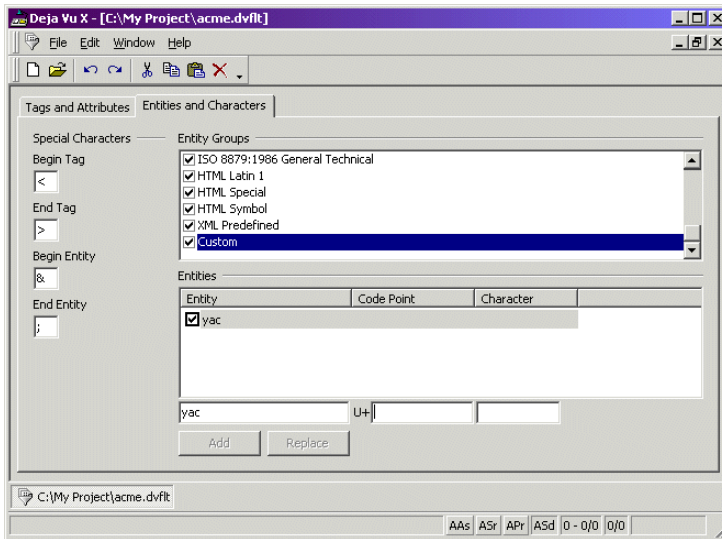
Here you can find definitions of the **Begin Tag** and the **End Tag** as well as for the **Begin Entity** and the **End Entity**. These settings are the standard settings and typically do not have to be changed.

On this tab you can also find a great number of pre-defined special characters. The definition of each will determine how Déjà Vu X Standard will display the character and export it again. The copyright sign (©), for instance, will be displayed as `©` in the SGML file before and after the translation, but as © in the project file.

24 In the process of generating the SGML/XML filter file below, Déjà Vu X Standard has detected one character, a y with an accent (ý), that is not in its predefined lists of special characters. With the appropriate Unicode sequence, you can now define how you want this character to be handled.

25 Type the appropriate Unicode sequence into the field to the right of **U+**. The correct character will now be displayed in the adjacent field.
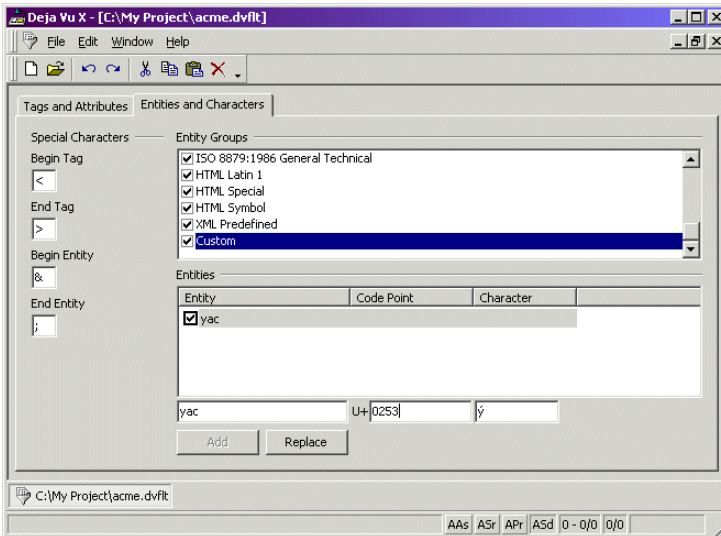
26 Click **Replace**.
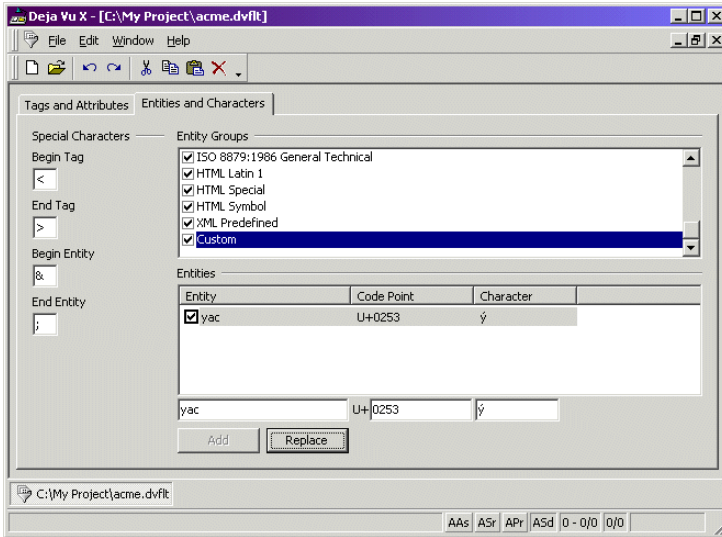
27 The new entity will now be displayed correctly as ý in Déjà Vu X Standard, but as `&yac;` when exported.

To create an SGML filter from the DTD file

1 Open Déjà Vu X Standard

2 On the **File** menu, click **New**.

–Or–

Click the 🗋 button on the toolbar.

3 The **New File** dialog appears.

4 Double-click **SGML/XML Filter**, or select it and click **OK**.

5 The **New SGML/XML Filter Wizard** appears.

6 Click **Next**.

7 The wizard prompts you to create an SGML/XML filter.
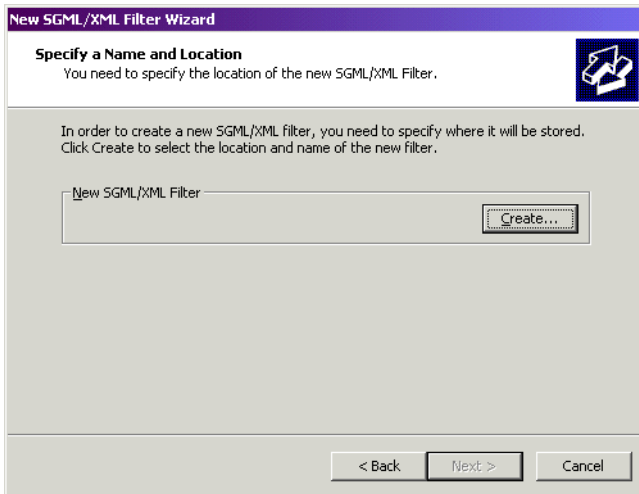
8 Click **Create**, select a folder in which you want to have the SGML/XML filter saved, and type a name for the filter.

9 Click **Open**.

10 Click **Next**. The wizard prompts you to either specify a DTD file or to generate the SGML/XML filter directly from an SGML/XML file.
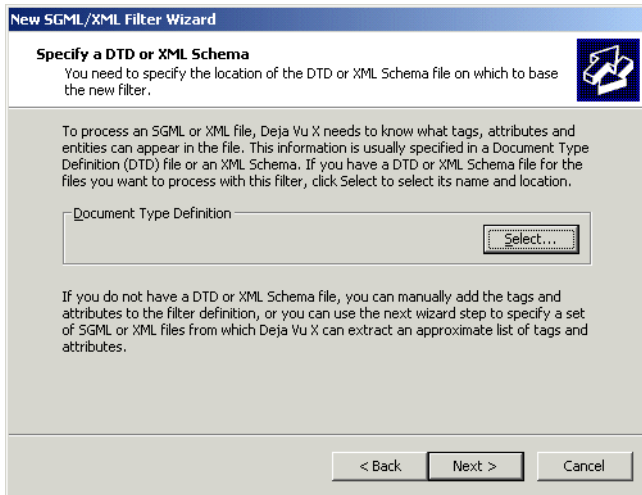
11 For this exercise, we will use an existing DTD file. Click **Select** and select your DTD file.
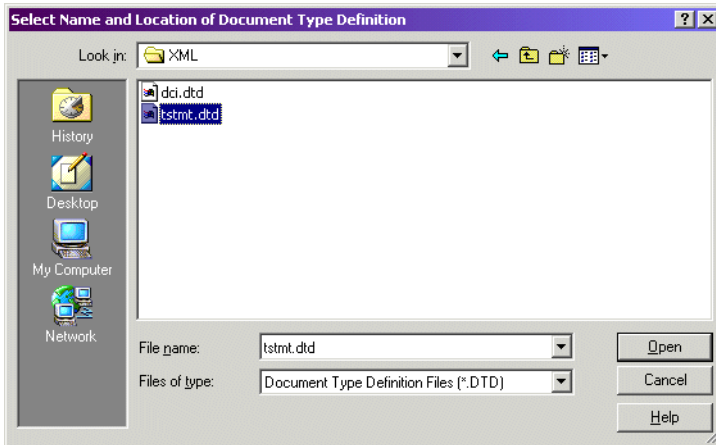
12 Click **Open**. The wizard displays the current settings.
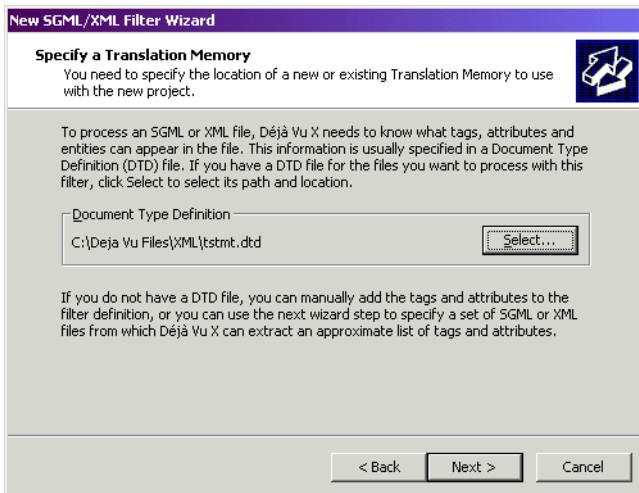
13 Click **Next**.

14 The wizard prompts you to specify the location of your SGML/XML files.

Although we are not adding any SGML files for this exercise, it is generally a good idea to combine data from a DTD and some representative SGML/XML files.
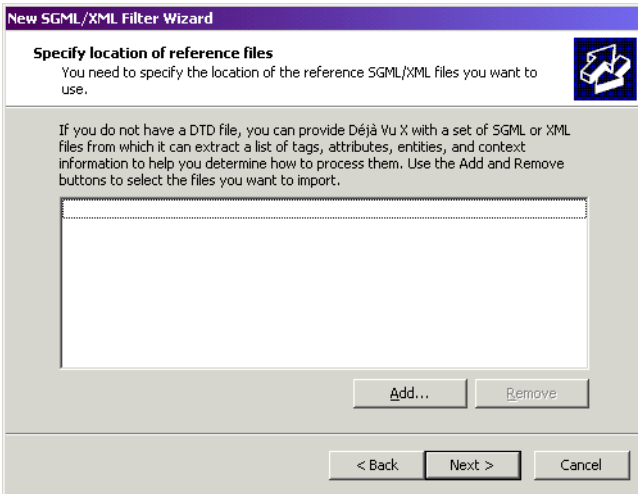
15 Click **Next**.

16 The **New SGML/XML Filter Wizard** displays the current settings.

17 Click **Finish**.

18 The **Tags and Attributes** tab is displayed.

The newly created SGML filter has made the following definitions:

❑ most of the tags that are listed in the DTD file are interpreted as extractable (by having the **…<>…** column in the **Tags** fields unchecked),

❑ all text between tags is defined as extractable (by having the **<>…<>** column in the **Tags** field checked), and

❑ all attributes are defined as extractable (by having the **<=...>** column in the **Attributes** field checked).
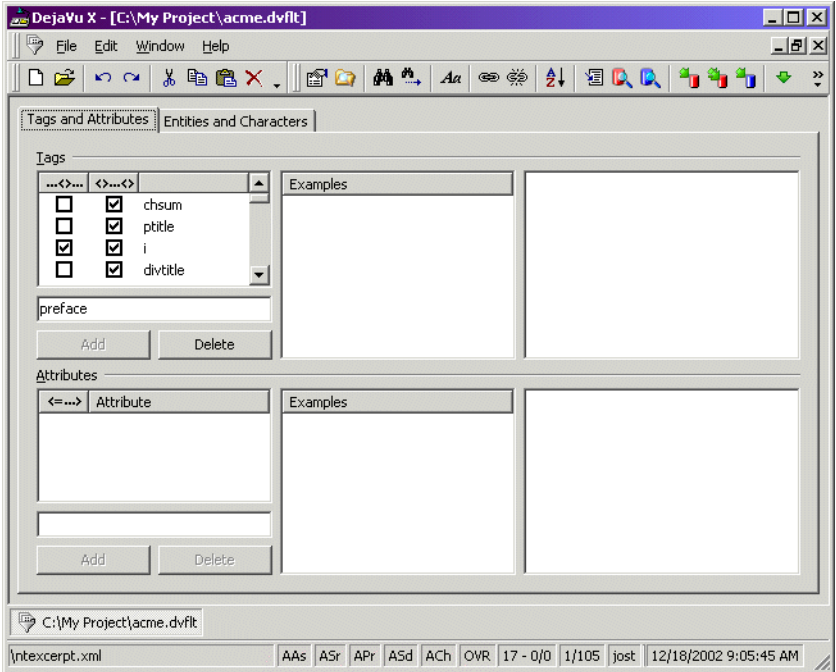
19 You can now choose to review each of these tags and attributes and decide whether the default setting is appropriate or not.

*To ease this process, it is advisable to combine the DTD import with the import of some representative SGML/XML files. Déjà Vu X Standard will then display examples from the occurrences of the tags and attributes in the respective file(s) under and to the right of **Examples**. For information on how to import SGML/XML files, see "To create an SGML filter from SGML/XML files" on page 298.*

For further information on how to decide how to treat the different tags and attributes, see page 305.

To add data to the SGML filter

1   If you want to add data at a later point from an existing SGML filter or other SGML files, you can do that by selecting **File>Import>Data from SGML File** (or: **Data from Another Filter**).
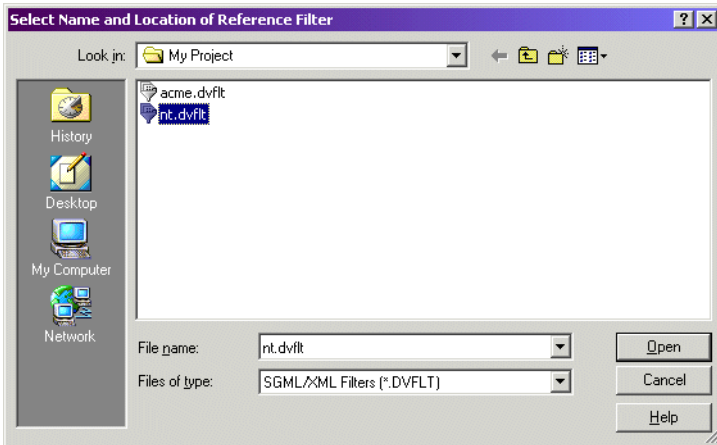
2   Select the SGML file or the filter file and click **Open**.

3   The new data will be imported into your existing filter.

To import from a Déjà Vu 2/3 filter file

You can convert Déjà Vu 2/3 SGML filters to Déjà Vu X Standard SGML/ XML filters. If you do, you should be aware that certain properties in Déjà Vu X Standard SGML/XML filters were not available in Déjà Vu 2/3 SGML filters, such as non-extractable text or predefined special characters. After the conversion it may be a good idea to verify that all settings are appropriate.

1   Select **File>Import>Data from DV v.2.x/3.x Filter**.

2   The **Select Name and Location of Deja Vu v.2.x/3.x Filter** dialog
appears.
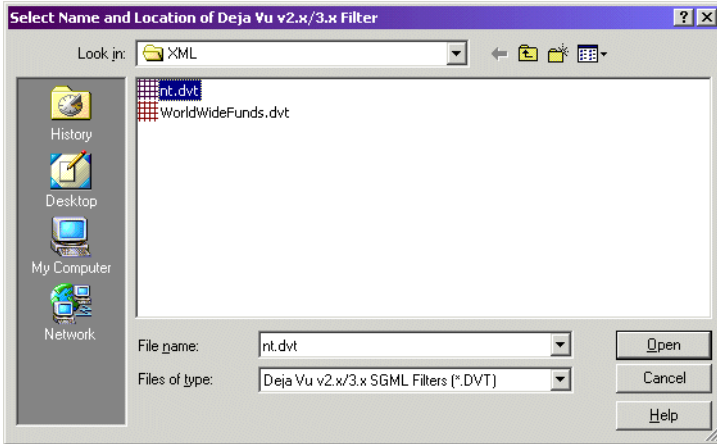
3   Select the location and name of a .dvt file you would like to import
and click **Open**.

4   The data is being imported.

Chapter 13

The Lexicon

If you are not familiar with Déjà Vu's lexicon concept, get ready for something completely different and new.

You probably have a relatively good understanding of how the terminology database and the translation memory work. Both are project-unspecific, external databases that contain segments, phrases, and terms from a large variety of subjects, clients, and projects. While the translation memory is primarily used for segment matching, the terminology database provides the individual components of a segment when no match is found in the translation memory.

So how does the lexicon fit in?

The project's lexicon is a list of all the source language words or phrases present in the project—in other words, an index of all terms and phrases. Once you have created this index, you can translate the terms that seem relevant to you, batch delete all other terms (for instance, terms like "the" or "to" in the image below), and Déjà Vu X Standard will use what remains as the primary glossary for your project.

Words Freq	English (United States)	German (Standard)
1 1449	the	
1 593	to	
1 432	and	
1 339	of	
1 315	a	
1 291	in	
▶ 1 171	Professional	
1 168	Workgroup	
1 168	Standard	
1 138	translation	
1 126	sentence	

While creating this index, the lexicon also provides you with the number of occurrences of the individual terms or segments (see the **Freq** column in the image above), thus giving you a pretty good idea of what terms are central to your project. And even though the same terms may reside in your terminology database, chances are that there will be several translations for many terms in the database. The word "cat," for instance, could be a feline animal, a piece of heavy equipment, or "computer-assisted translation." Each of these meanings will have a different translation in different languages, making it difficult for Déjà Vu X Standard to know which one to choose over the other. By providing the one correct translation in the project-specific internal lexicon, Déjà Vu X Standard will always choose that over any other translation.

Clients will often ask you to provide them with a glossary for a project you've translated for them; this will help them keep a record of the terminology used, ensuring that the same terminology is used in future projects. With Déjà Vu X Standard, creating a glossary for your client is as simple as exporting the lexicon to a text file.

Working with the Lexicon

You can access the different functions and aspects of the lexicon through the **Lexicon** menu.

For information on how to create and translate a lexicon and how to remove rows from a lexicon, please see "Generating the Lexicon" on page 76.

To change the lexicon sorting

As with normal files in a project, you can change the order in which the lexicon entries appear.

1   Click the button on the toolbar.

2   The **Sort Lexicon** dialog appears.
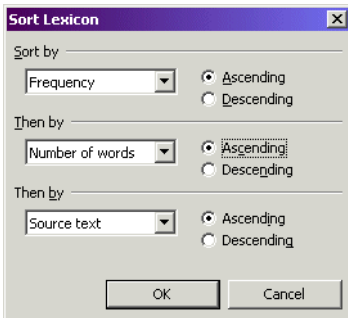
3   You can sort alphabetically, by number of words, by frequency, or by any combination of the three in either descending or ascending order.

You will generally want to choose the settings shown in the image above.

4   Click **OK**.

To manually add entries to the lexicon

1   If you want to add a selection, select the corresponding portions in the source and target cells.

2   On the **Translation** menu, click **Add Pair to Lexicon**.

–Or–

Press F10.

3 At the bottom of the screen, you will be able to see: **Pair added to the Lexicon**.

There could be two reasons why you may want to add to the lexicon and not to the terminology database. Because Déjà Vu X Standard treats the lexicon as the most relevant database in its assemble processes, it is helpful to add to the lexicon as you translate. This will overwrite anything you may have in the project-unspecific terminology database. Furthermore, there are entries that are so project-specific that you may not want to have them in your terminology database, but they may be very helpful in the lexicon.

Resolving the Lexicon with the Databases

After the lexicon has been built and you have added and removed those entries you considered necessary, you should translate it. You can do this manually, but you can also decide to use the content in your databases.

The resolve options are also available during the lexicon build process (see "To create the lexicon" on page 76).

To resolve the lexicon with the translation memory(s)

1 Select **Lexicon>Resolve with Translation Memory**.

2 The **Resolve Lexicon** dialog appears and shows how many entries have been processed.
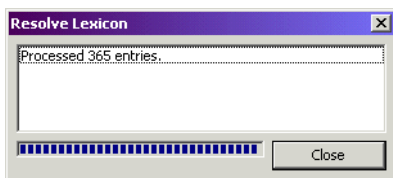
This process is comparable to a pretranslation; i.e., it finds both exact and fuzzy matches in the translation memory.

To resolve the lexicon with the terminology database(s)

1   Select **Lexicon>Resolve with Terminology Database**.

2   The **Resolve Lexicon** dialog appears and shows how many entries have been processed.
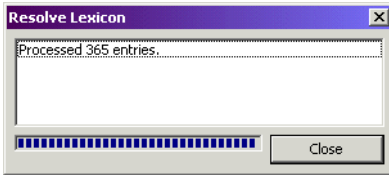
Both of the resolve processes are done with the currently selected target language. If there is more than one language in the project, you can choose which one to display by selecting a language from the Language Selector (see "The Language Selector" on page 35).

It is advisable to check the translations generated by the "resolve" procedures.

Sending the Lexicon to a Database

After expanding, translating, and correcting the lexicon, you can send it to the terminology database or the translation memory so that the data in the lexicon will also be available for later projects.

To send the lexicon to the translation memory

1   If you only want to send a portion of the lexicon, select the respective records (for more information on how to select records, see "Selecting Rows" on page 45).

2   Select **Lexicon>Add Lexicon to Translation Memory**.

3   The **Send Lexicon to Translation Memory** dialog appears.
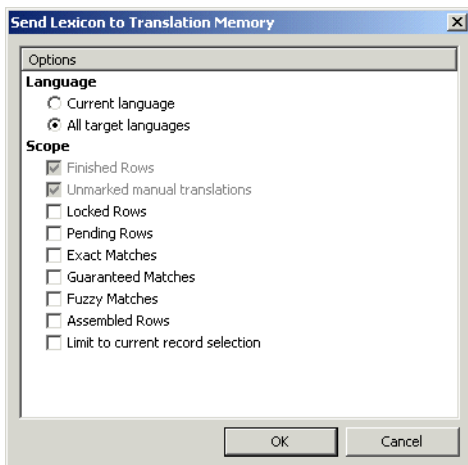
4   Select whether you want to send the **Current Language** or **All Languages**, any rows with a status other than the default options **Finished Rows** or **Unmarked manual translation**, and whether you want to send all of the lexicon or only a previously selected subset.

5   Click **OK**.

6   At the bottom of the dialog, you will be able to see how many entries have been sent.

7   Click **Close**.

To send the lexicon to the terminology database

1   If you only want to send a portion of the lexicon, select the respective records (for more information on how to select records, see "Selecting Rows" on page 45).

2   Select **Lexicon>Add Lexicon to Terminology Database**.

3   The **Send Lexicon to Terminology Database** dialog appears.
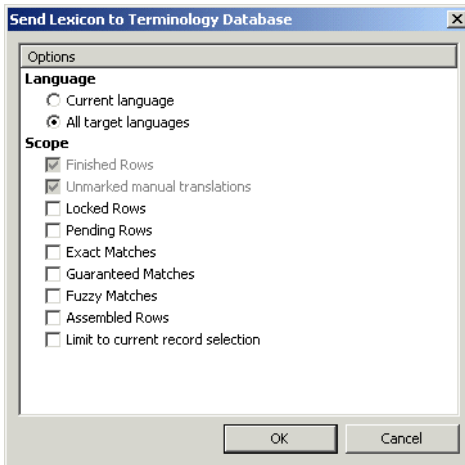
4   Select whether you want to send the **Current Language** or **All Languages**, any rows with a status other than the default options **Finished Rows** or **Unmarked manual translation**, and whether you want to send all of the lexicon or only a previously selected subset.

5   Click **OK**.

6   At the bottom of the dialog, you will be able to see how many entries have been sent.

7   Click **Close**.

Exporting the Lexicon

Once you have processed the lexicon, you may want to export it to send it to your client, to have it translated outside of Déjà Vu X Standard, or to import it into another Déjà Vu project.

Déjà Vu X Standard can create a text or an Excel file with the lexicon entries from the source language and any number of target languages.

To export the lexicon

1 In an open project with an existing lexicon, select **File>Export>Lexicon**.

–Or–

Right-click on the lexicon icon and select **Export**.

2 The **Lexicon Export Wizard** opens.

3 Select **Next** and choose the format you would like to export into. Supported formats include various versions of **Excel** and **Text**. For this example, we are going to select **Text**.
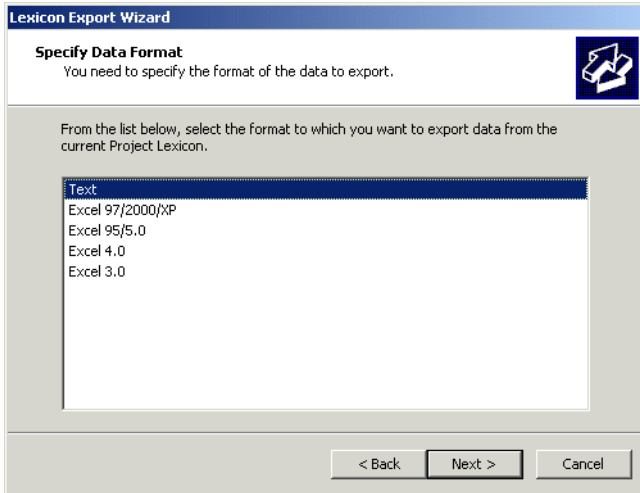
4 Select **Next**, choose the folder where the file is supposed to be saved, name the file, and select **Save**.

5   The wizard displays the current settings to you.
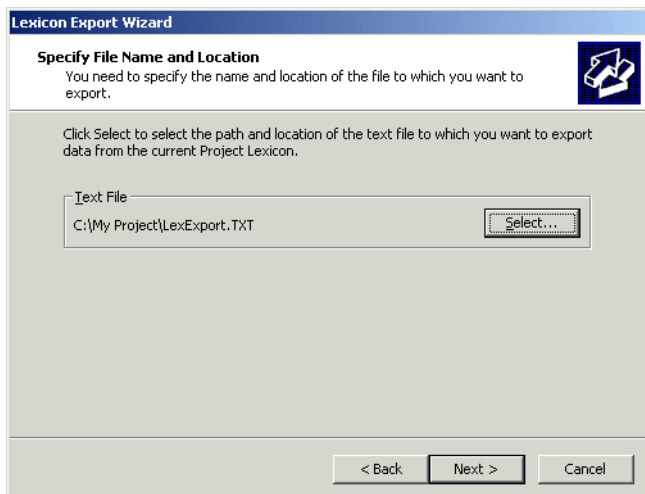
6   Select **Next** and choose the target languages you are intending to export.
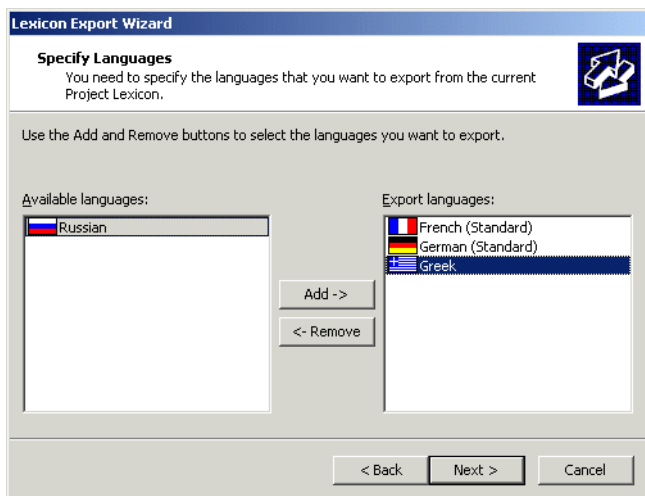
7 Select **Next** and choose how the records should be separated from each other (**Delimiter**), whether you want column headings in the exported file (**First Row Contains Field Names**), and the codepage. Because one of our export languages is a non-Western language—Greek— Unicode may be a good choice as a codepage.

You will not be presented with these choices if you use Excel as an export format.

8 Click **Next**. The wizard displays the current settings to you.

9 Click **Finish**. After the export process is finished, the wizard displays the number of exported records.
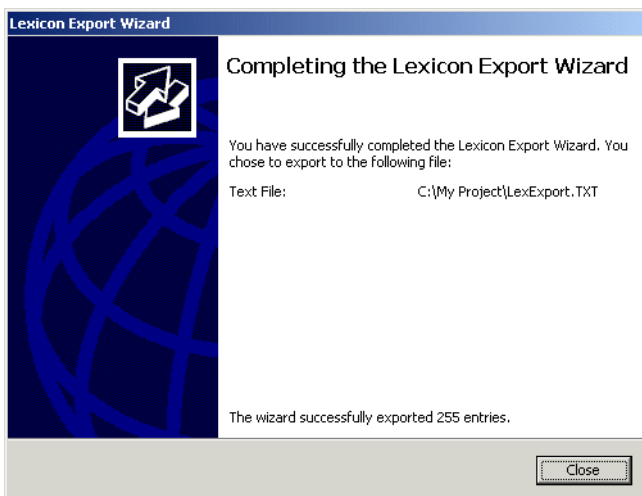
10 Select **Close**.

Preparing a Lexicon for Translation Outside of Déjà Vu X Standard

If you are planning to prepare a lexicon for translation outside of Déjà Vu X Standard, you can follow these steps.

1   Determine which terms or phrase are helpful, copy them over from source to target, and select the desired rows.

2   On the **Insert** menu, select **Populate>Current Sentence**.

–Or–

Press F5.

You can also copy the content of several rows into the target with this command by selecting the desired rows in the selection mode (see "Selecting Rows in the Selection Mode" on page 45).

3   Select **Lexicon>Remove Entries**.

4   The **Remove lexicon rows** dialog appears.
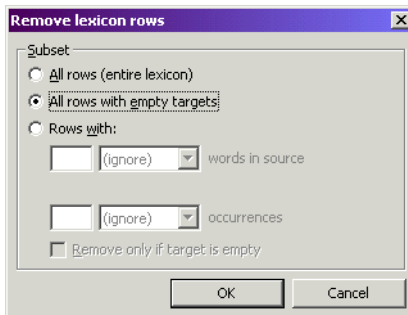
5   Select **All rows with empty targets**.

6   Click **OK**.

7   You can now export the remaining entries into a text or Excel (see "Exporting the Lexicon" on page 327), translate the file outside of Déjà Vu X Standard by overwriting the target segments and, once the translation is finished, re-import the file into the lexicon.

Importing into the Lexicon

The option to import a lexicon can prove to be helpful in a variety of situations, including the following:

■ the lexicon has been translated, edited, or proofread outside of Déjà Vu X Standard and needs to be reimported into the project,

■ you would like to transfer the lexicon from an earlier project to the current project, or

■ a project-specific glossary has to be imported into the project's lexicon.

The last item is arguably the most important one. As mentioned before, the lexicon is used as the primary glossary for the project, so it is very helpful to import a project-specific glossary into the lexicon rather than the generic terminology database.

To import an external file into the lexicon

1 In an open project with or without an existing lexicon, select **File>Import>Lexicon**.

–Or–

With an existing lexicon, right-click on the lexicon icon and select **Import**.

2   The **Lexicon Import Wizard** appears.
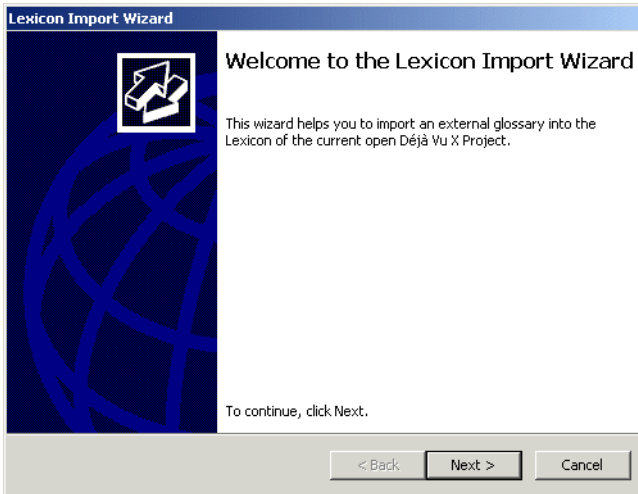
3   Click **Next** and select the format of the file you would like to import. The supported formats include **Text**, **Excel**, and **Access**. For this example we are going to select **Access**.
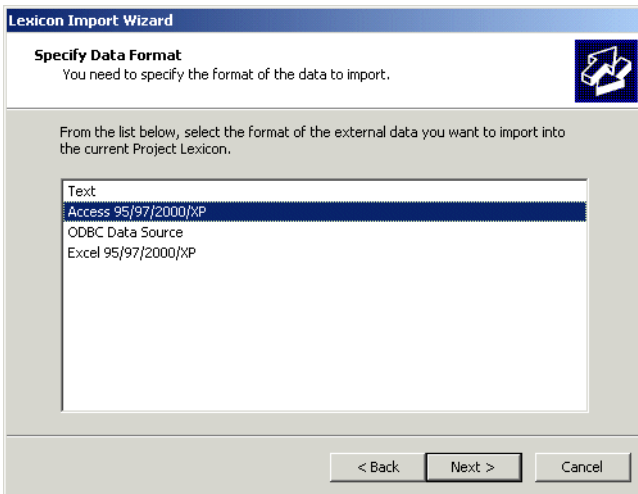
4 Select **Next**, choose the folder where the file is located, name the file, and select **Save**.

5 The wizard displays the current settings to you.
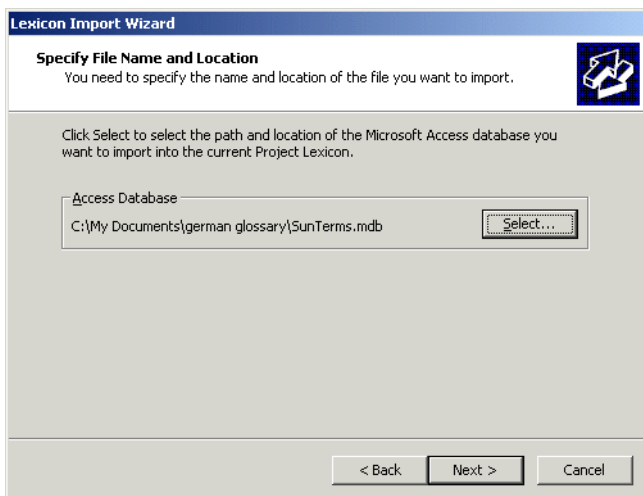
6 Select **Next** and select the database table which contains the material that needs to be imported.

You will not be presented with these choices for Excel or text.

7 Select **Next**, specify which of the available fields needs to be imported, and map it to the appropriate language and code page.
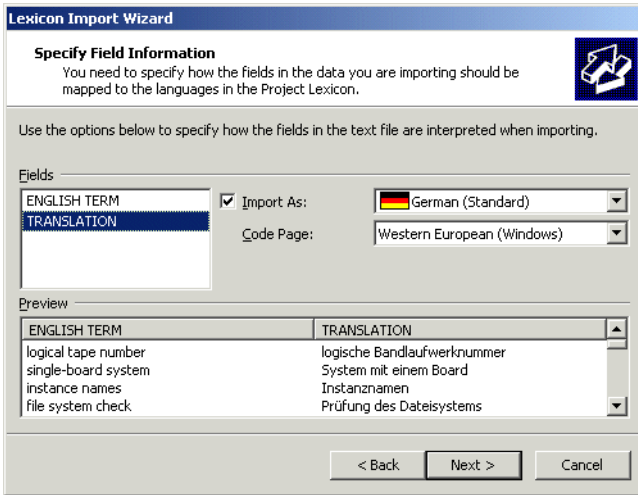
8 Select **Next** and choose whether you want the entries in the glossary to overwrite any existing similar entries in the current lexicon and whether you want to recalculate the frequencies (i.e., add the existing number of occurrences to the one in the new glossary).
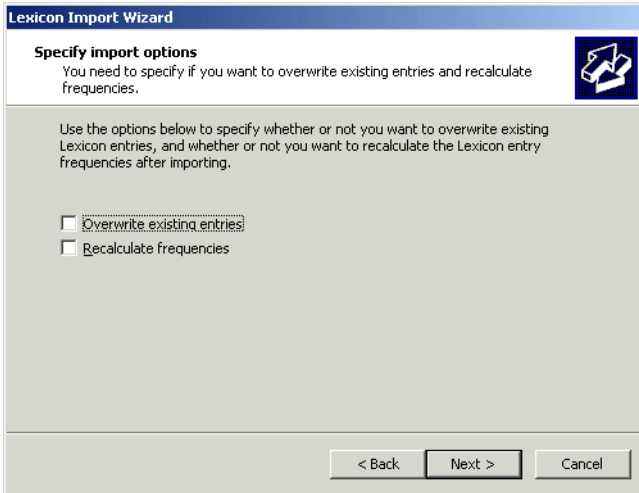
9 Click **Next**. The wizard displays the current settings to you.
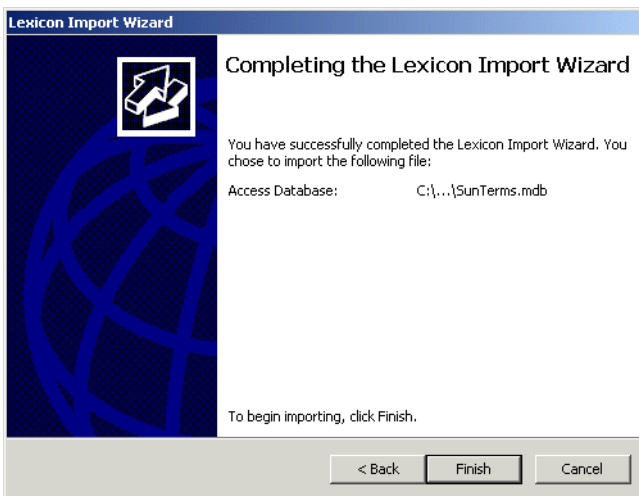
10 Click **Finish**. After the import process is finished, the wizard displays the number of imported records.
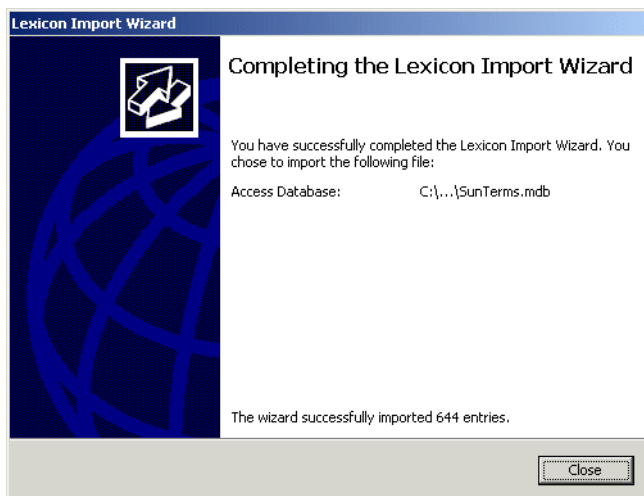
11 Click **Close**. If you now open the lexicon in your project, you will be able to see the imported entries.
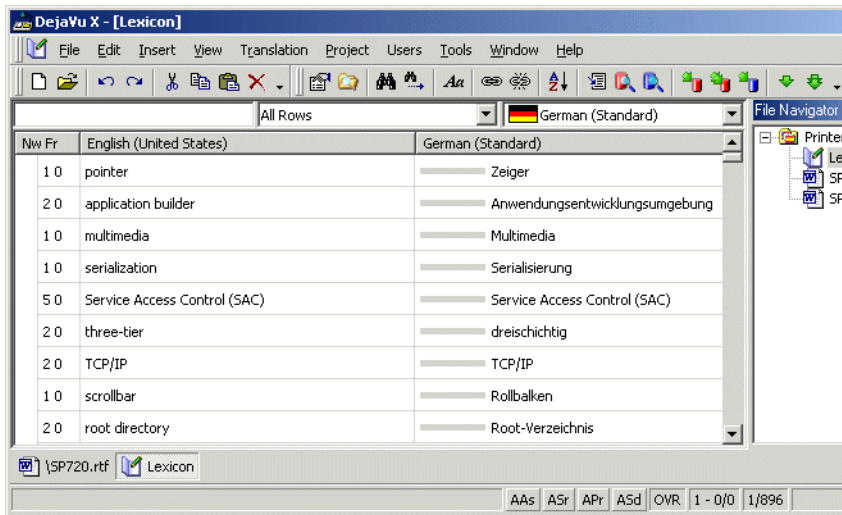
Chapter 14

Creating and Maintaining Translation Memories

The Translation Memory Interface
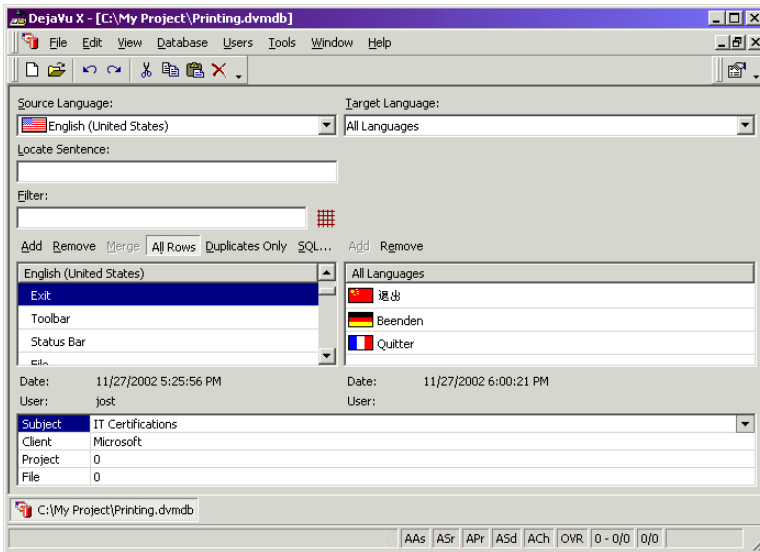
The translation memory interface consists of a number of elements.

- **Source Language**—though you can only view one source language at a time, the multilingual nature of Déjà Vu X Standard's translation memories makes it possible to select a different source language

from the **Source Language** dropdown list and have the present source language become a target language:
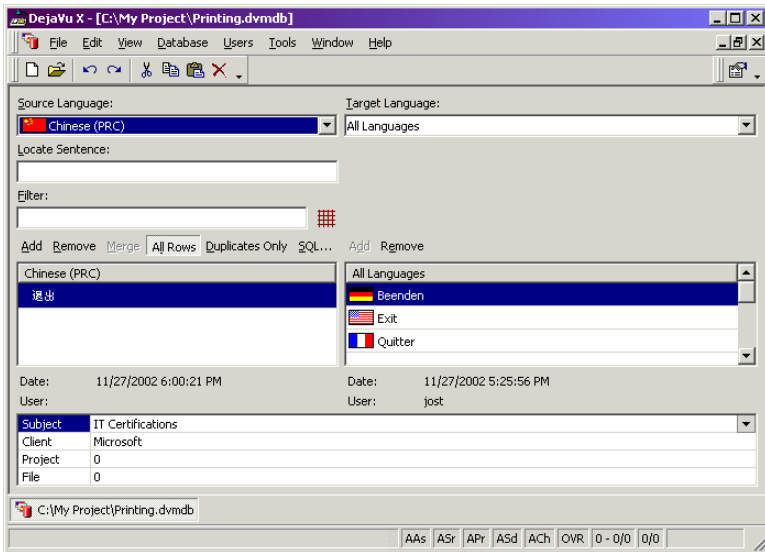
- **Target Language**—allows you to view each individual target language or—as in the examples above—all target languages.

- **Locate Sentence**—this field allows you to enter the first few letters of the first word in the target sentence you are searching for to have Déjà Vu X Standard jump to a matching entry.

Even though you can use this feature in any mode, it is particularly useful in alphabetical order. To switch to alphabetical order, select **View>Toggle Sorting***.*

- **Filter**—allows you to enter any full word (partial word or wildcard searches are not possible). By clicking the **Filter** button to the right of the text box, the translation memory displays all records where the source contains that word.
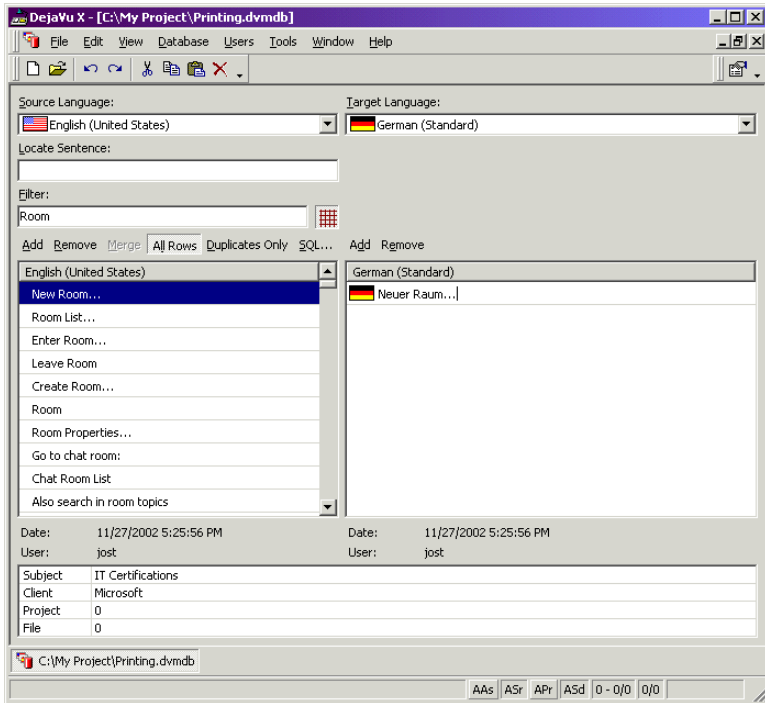
- **Add**—clicking this button in either the source or target column will open a new field in which you can enter a new sentence or term.

If you have all All Languages selected under Target Language, the Add button in the target column will be disabled as the selection under Target Language determines the languages of the sentence that is going to be added.

- **Remove**—clicking these buttons will remove the source or target sentence.

■   **Merge**—this option allows you to merge two identical source
     sentences with translations into different languages. Highlight two
     source sentences by clicking on them while holding down the Ctrl key.
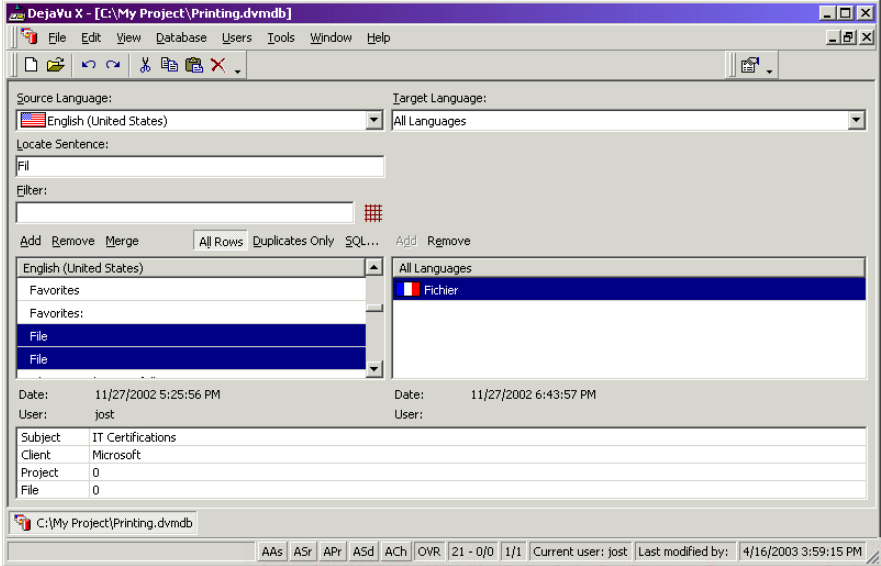
Select **Merge**.
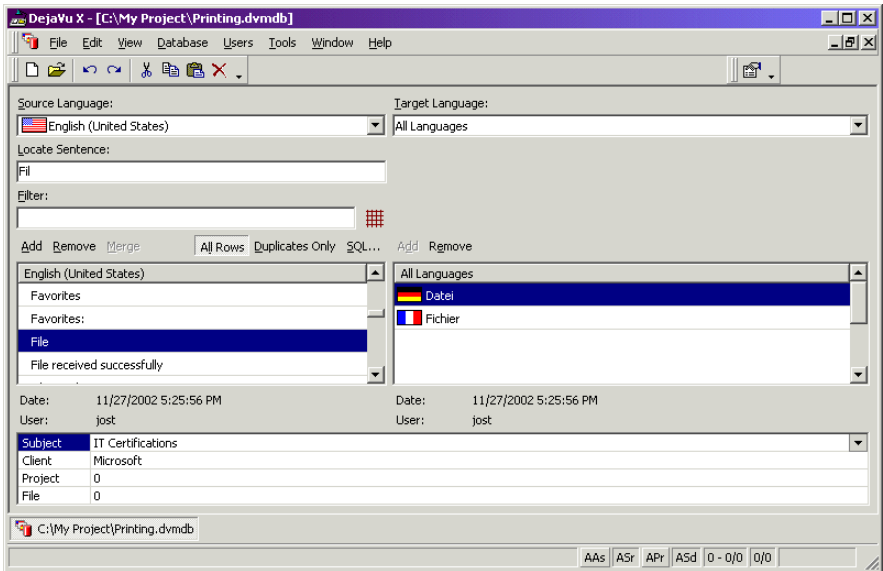
■ **All Rows**—the standard view that displays all source segments with their associated target sentences.

- **Duplicates Only**—displays all source rows.

*A more powerful option for managing duplicates is to select **Database>Find Duplicate Sentences**.*

*The **Find Duplicate Sentences** dialog gives you a wide variety of options for finding sets of duplicates, sets of duplicates with identical translations, or sets of duplicates with different translations for all possible language combinations. It also allows you to delete duplicates if both source and target are identical.*
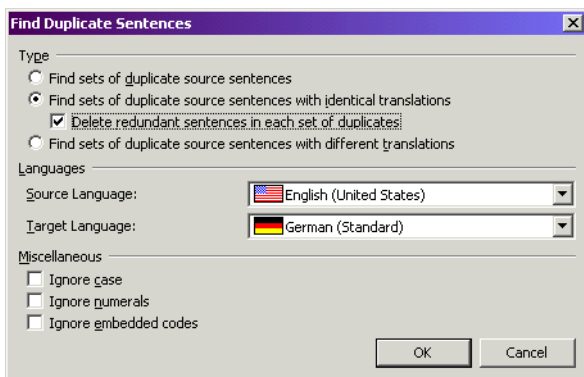
- **SQL**—this option opens the **Select SQL** dialog in which you can enter any SQL statement to view a certain subset of the translation memory.
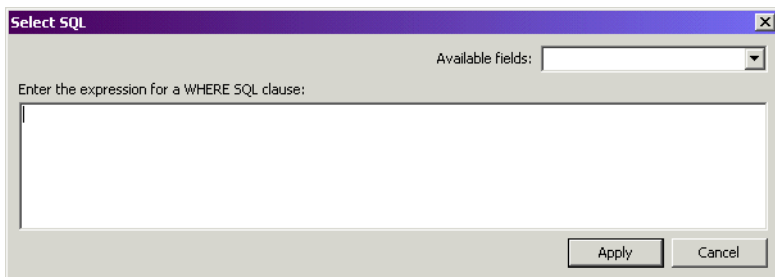
Opening Translation Memories

1   On the **File** menu, click **Open**.

–Or–

Press Ctrl+O.

–Or–

Click the 📂 button on the toolbar.

2   The **Open** dialog appears.
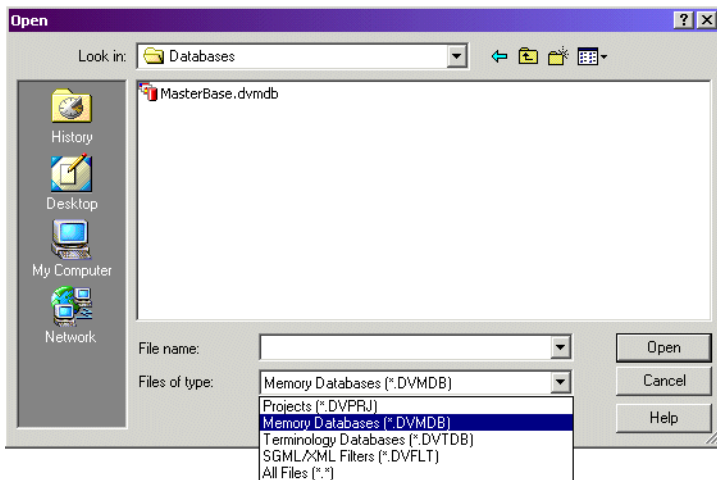
3   Select **Memory Databases** under **Files of type**, select the database you want to open, and click **Open**.

Creating Translation Memories

There are two different ways to create a translation memory:

■   you can create one during the process of creating a Déjà Vu X Standard project file (see "Creating a New Project File" on page 69), or

■ you can create a translation memory as a stand-alone file.

By creating a terminology database as a stand-alone file (which you can later associate with project files), a creation wizard allows you to select several customized options.

To create a translation memory as a stand-alone file

1 Open Déjà Vu X Standard.

2 On the **File** menu, click **New**.

–Or–

Click the ▢ button on the toolbar.

3 The **New File** dialog appears.
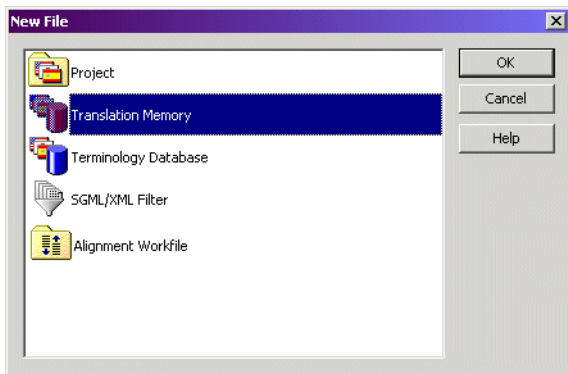
4 Double-click **Translation Memory**, or select it and click **OK**.

5   The **New Translation Memory Wizard** appears.

6   Click **Next**.

7   The wizard prompts you to create a translation memory.
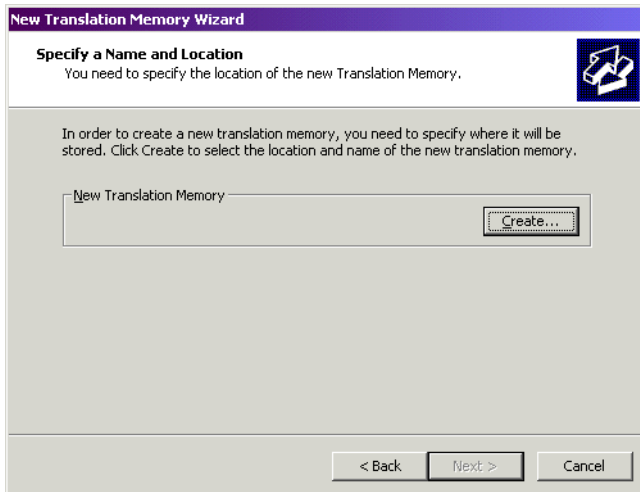
8 Click **Create**, select a folder in which you want to have the translation memory saved, and type a name for the translation memory.
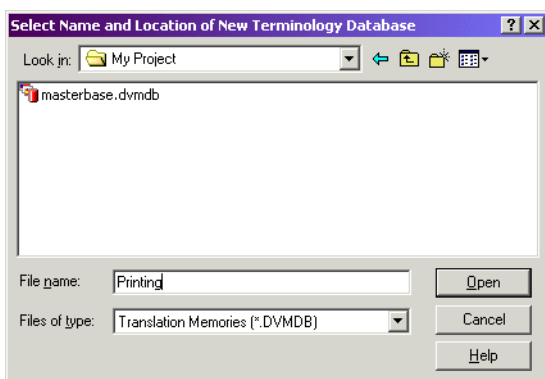
9 Click **Open**.
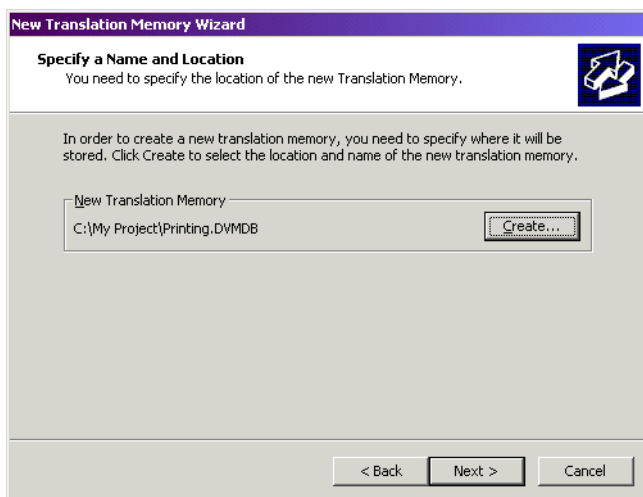
10 Click **Next**. The **New Translation Memory Wizard** displays the current settings.

11 Click **Finish**. Déjà Vu X Standard displays an empty translation memory.
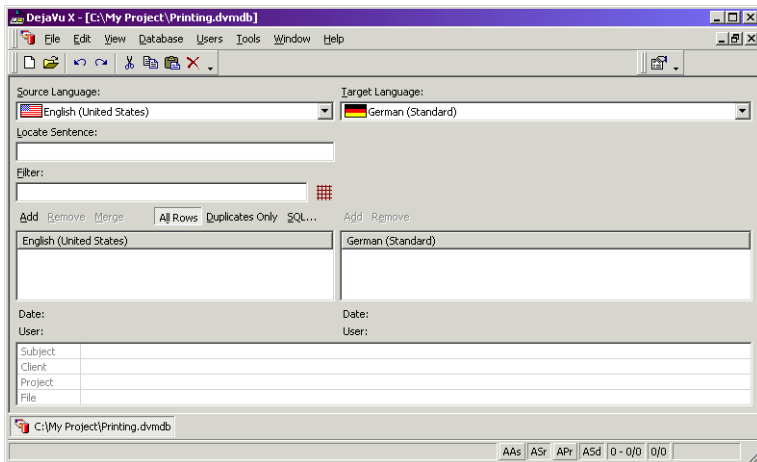
Associating Translation Memories with a Project

Translation memories can be associated with your project during the creation of a project (see p. 72) or at a later point.

To associate translation memories with projects

1 In an open project, select **Project>Properties>Databases**.
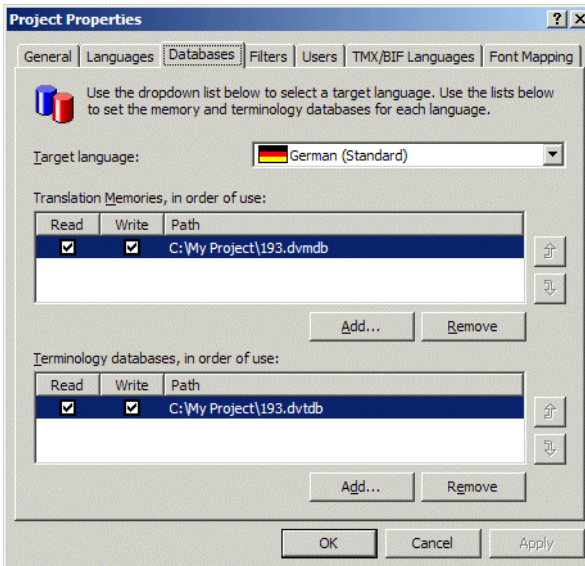
2 If you would like to disassociate the existing translation memory from the project, select **Remove** in the **Translation Memories** section.

3 If you would like to add an additional translation memory, select **Add** in the **Translation Memories** section.

4 A file selector dialog appears.
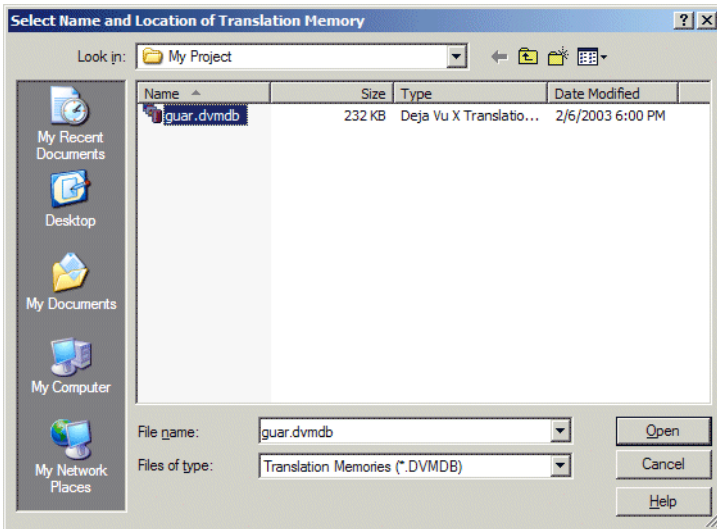
5 Select the additional database which can be located on a drive of your local computer or anywhere in your network and click **Open**.
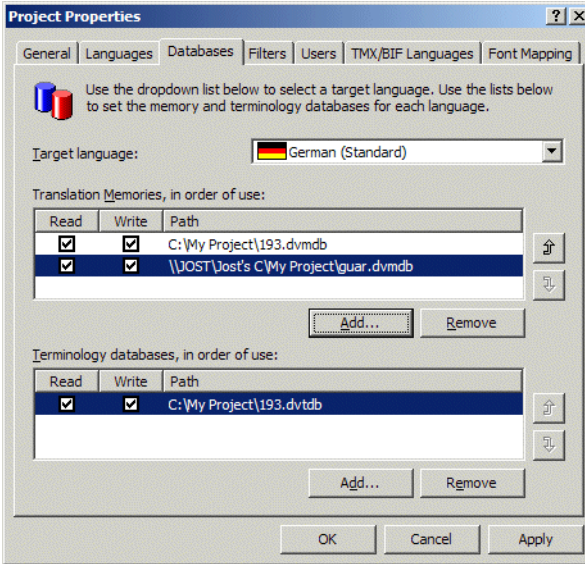
6 Click **Apply** and/or **OK**.

Translation Memory Statistics

It is possible to obtain statistical data about your translation memory, such as number of records and languages in the translation memory.

To view translation memory statistics

1 In an open translation memory, select
Database>Properties>Statistics.

2 The **Statistics** tab in the **Translation Memory Properties** dialog is displayed.
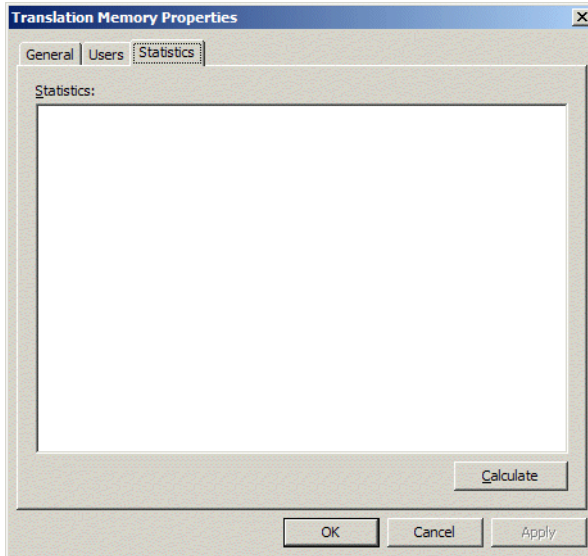
3 Click **Calculate**.
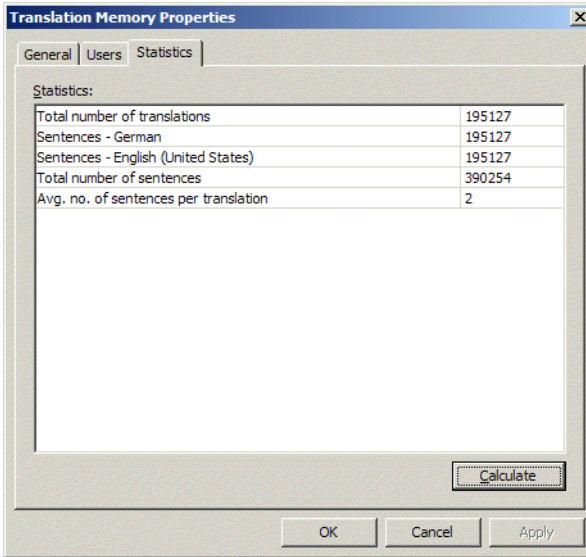
4 The statistics for the current translation memory are displayed.

Importing External Data

You add records to your translation memory as you translate (see "Sending Information to the Translation Memory" on page 123), but Déjà Vu X Standard also enables you to import external data into translation memories. For example, this allows you to convert data you have accumulated with other translation memory software, or even from data found on the Internet.

To import data

1 With an open translation memory, click **File>Import>Database**.

2   The **Translation Memory Import Wizard** appears.

3   Click **Next**.
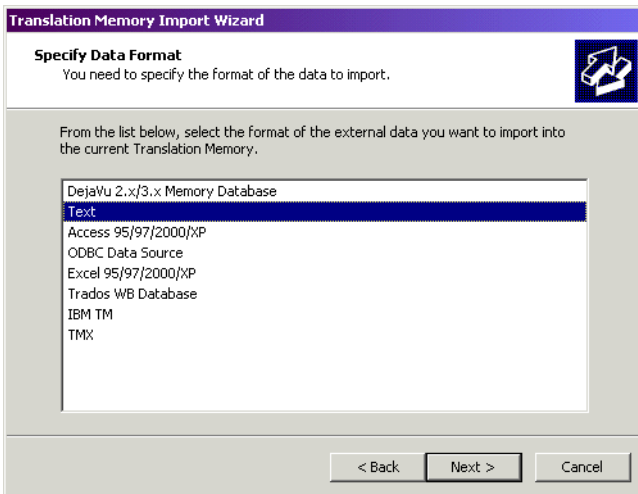
4   The wizard prompts you to specify an import format. The supported formats are:

❑ Déjà Vu 2.x/3.x Memory Database—for importing memory databases of earlier versions of Déjà Vu

You can also convert Déjà Vu 2.x/3.x memory databases into new Déjà Vu X Standard translation memories. For more information on this, see "To convert Déjà Vu 2.x/3.x memory databases" on page 363).

❑ Text—for importing delimited text files (tab, comma, etc.)

❑ Access 9x/2000/XP—for importing databases from various versions of Microsoft Access

❑ Excel 9x/2000/XP—for importing databases from various versions of Microsoft Excel

❑ Trados Workbench Databases—for importing databases from translation memories from the Trados Workbench .txt format

❑ TMX—for importing databases from the Translation Memory EXchange format, an XML-based exchange format between different CAT tools

For this example, we will select **Text** to import a multilingual comma-separated value file (.csv).

5 Select **Text** and click **Next**.

6 Select the text file you want to import and click **Open**. The wizard displays the current settings.
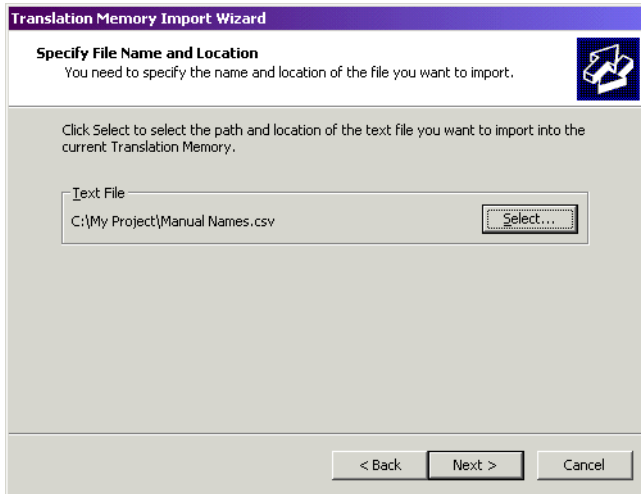
7 Click **Next**. The wizard displays the data of the file and allows you to adjust the delimiter settings.
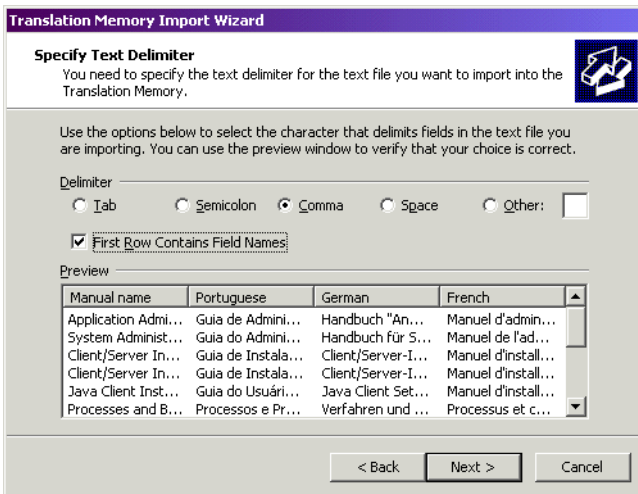
8 Select the delimiter of your original file (in this case Comma), and check the appropriate option if the first row contains field names.

9 Click **Next**. The wizard now allows you to specify the field information for the fields of your original file.
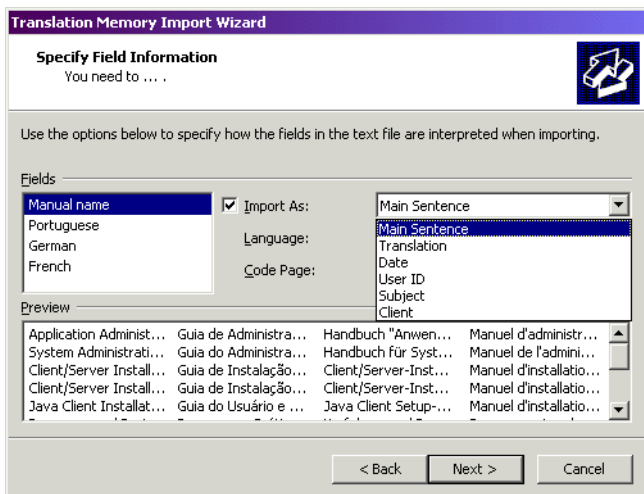
The available standard fields are:

❑ Main Sentence (typically the source language)

❑ Translation

❑ Date

❑ User ID

❑ Subject

❑ Client

10 Select **Main Sentence** and the appropriate language and code page settings for the source language, and **Translation** and the appropriate language and code page settings for the target languages.
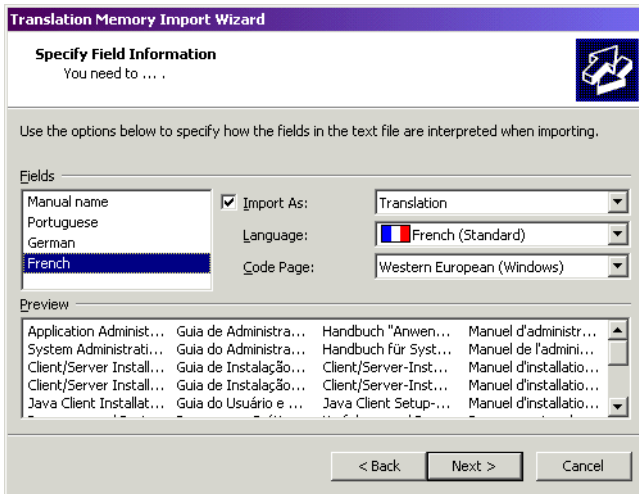
11 Click **Next**.

12 The wizard displays the current settings. Click **Next**.
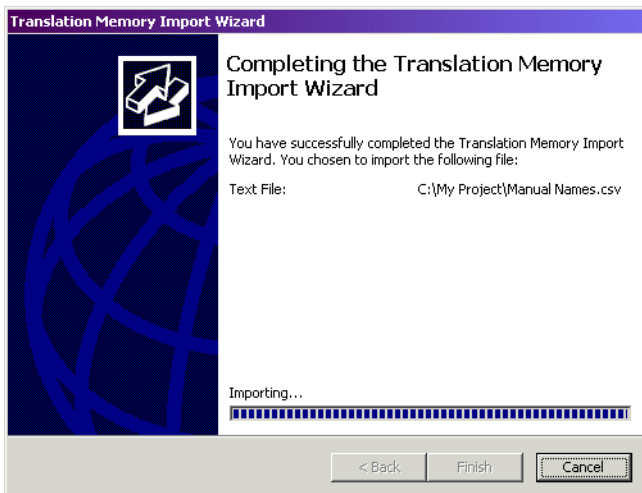
13 The wizard displays the import progress; when it is finished, it shows how many records have been added.
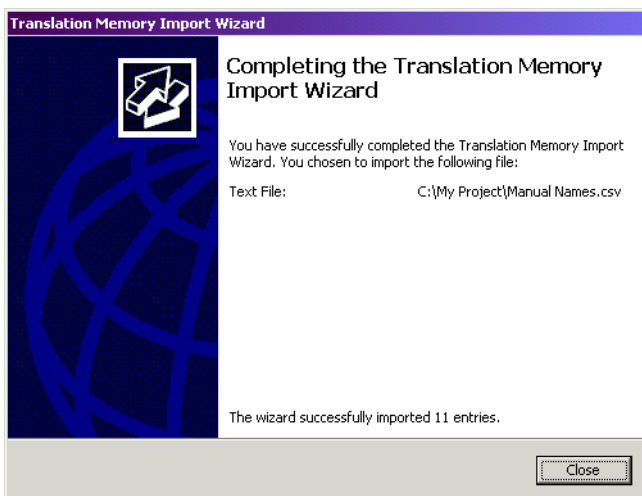
14 Click **Close** and you are returned to your translation memory view. If you now look for one of the imported segments, you will find that it has been imported with English as the source language and the different specified languages as target languages:
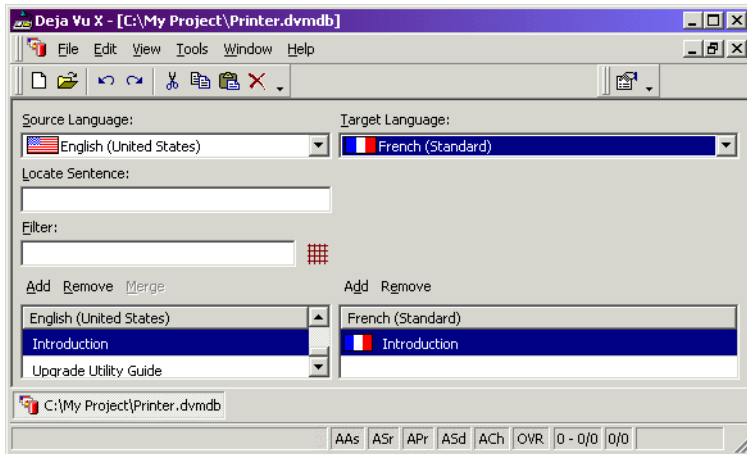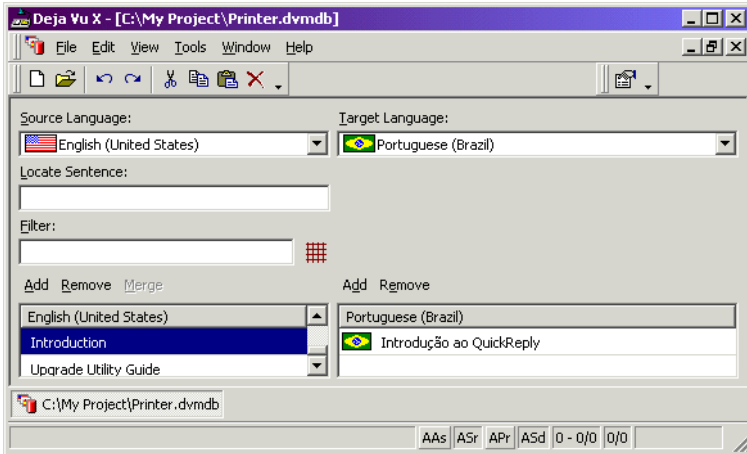
To convert Déjà Vu 2.x/3.x memory databases

1 Select **Tools>Convert>DV 2.x/3.x Memory Database**.

2 The **Convert v2.x/3.x Memory Database** dialog appears.
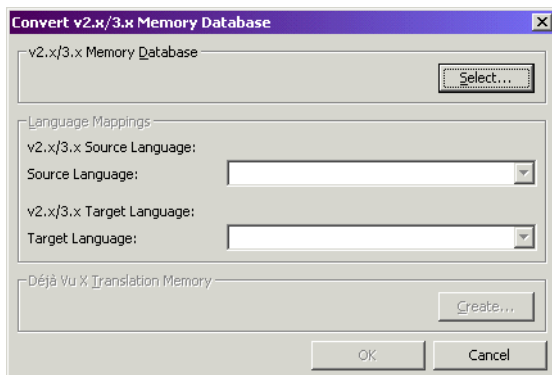
3 Click **Select** and select the memory database you would like to convert.
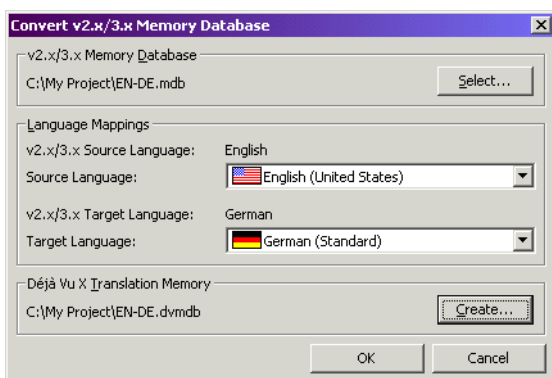
Déjà Vu X Standard will automatically recognize the language setting of the old database and will propose a new translation memory with the same name, in the same folder, with a new extension.

4 If necessary, change the language setting and/or the name or path of the new translation memory.

5 Click **OK**.

6   Déjà Vu X Standard will show you the import process.

7   Once the import is finished, Déjà Vu X Standard will show you how many records have been added.
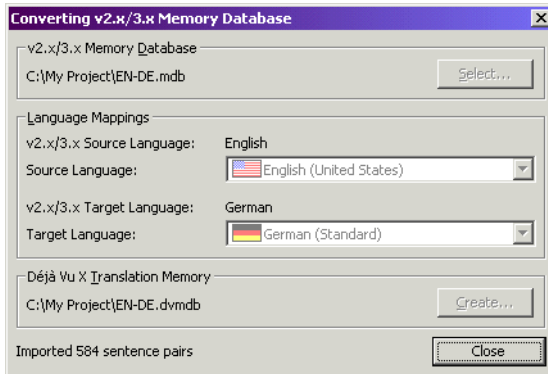
8   Click **Close**.

If you open the new database, you will be able to see that not only source and target terms have been imported, but also all other information that was present in the old memory database, including subject, client, datestamp, user, project ID, etc.

Aligning Existing Files with the Basic Aligner

Alignment is the process in which pairs of already translated files that were translated in a monolingual environment (i.e., outside a translation memory tool) are paired up to become part of an existing or a new translation memory. The process of pairing up these files is done in an intermediary alignment file, a .dvapr file; once the alignment is completed, this file is fed into the translation memory.

> *Though this feature can be very powerful, especially for users who start without any existing bilingual material, you should be cautious of blindly feeding existing material into your translation memory, just to "make it grow." In our experience, the best procedure for alignment is to choose very carefully what kind of textual material you will benefit from most, or align in a specific situation when you have to translate a file and you have a set of very similar, already translated files that are not yet contained in the translation memory.*

The alignment module that is part of this edition of Déjà Vu X Standard, the *Basic Aligner*, limits the amount of files that can be aligned in one alignment process to one source and one target file. It also delimits these files (i.e., splits the text of the files) strictly to the default delimitation rules or the rules that you have set up (see "Sentence Delimitation" on page 169). The more advanced module, the *Translation Memory Builder*, allows for batch alignment (i.e., numerous file pairs at one time) and adds an automated matching recognition to the basic delimitation. For more information on purchasing that module, please contact sales@atril.com.

Regardless of which Aligner you use, Déjà Vu X Standard's advanced concept of using placeholders for embedded codes in the translation memory allows for:

- aligning of different file types (i.e., you can align an HTML file in language A with a Word document in language B), or

- using the translation memory that you built up from aligning from files of type A to translate files of type B.

To align a pair of files

1   Open Déjà Vu X Standard.

2   On the **File** menu, click **New**.

–Or–

Click the ☐ button on the toolbar.

3   The **New File** dialog appears.
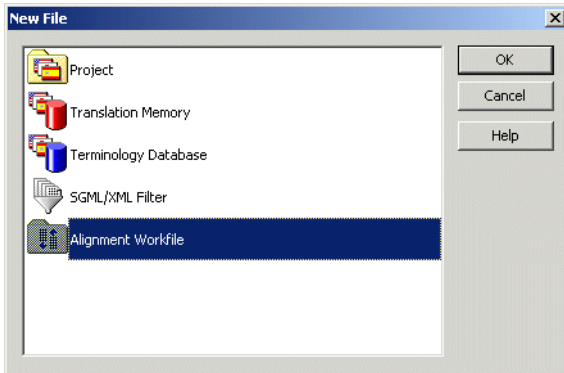
4   Double-click **Alignment Workfile**, or select it and click **OK**.

*Alternatively, you can also align from within an existing translation memory. To do that, open the translation memory that you would like to align new material into and select **File>Import>Align**.*

5   The **Alignment Wizard** appears.

6   Select **Next**.
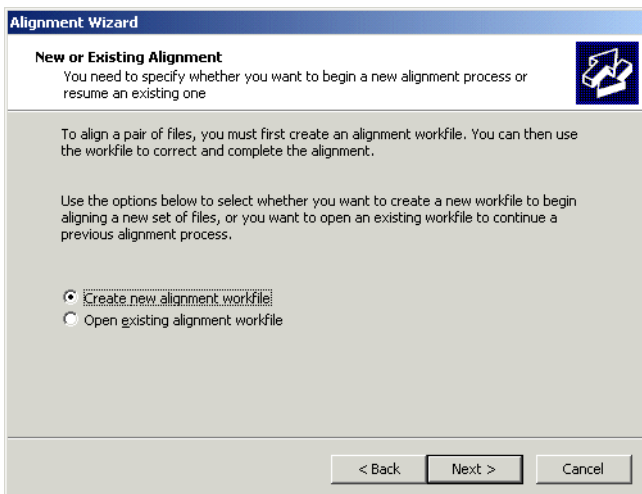
7 Check **Create new alignment workfile** and select **Next**.
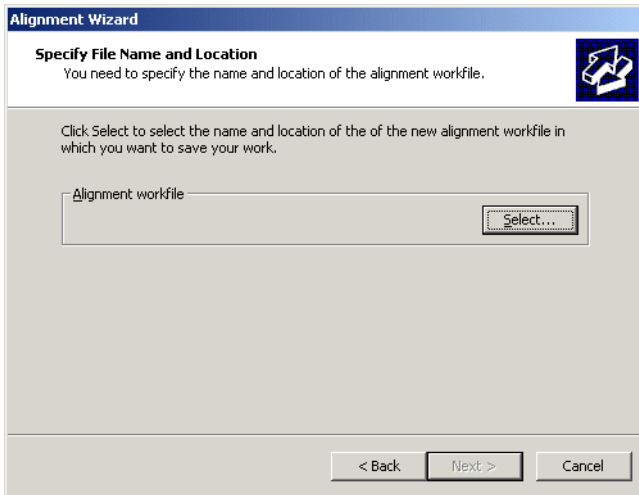
8 Click **Select**.
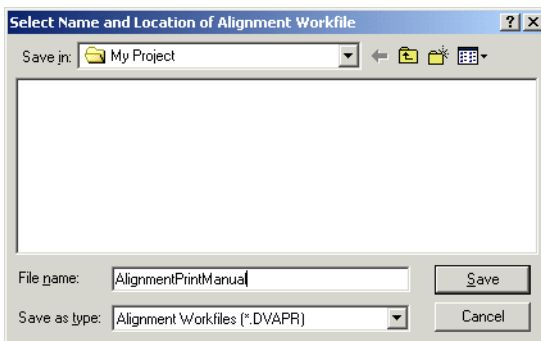
9 Give the new alignment file a name and choose a folder in which to save it.

10 Select **Save**.
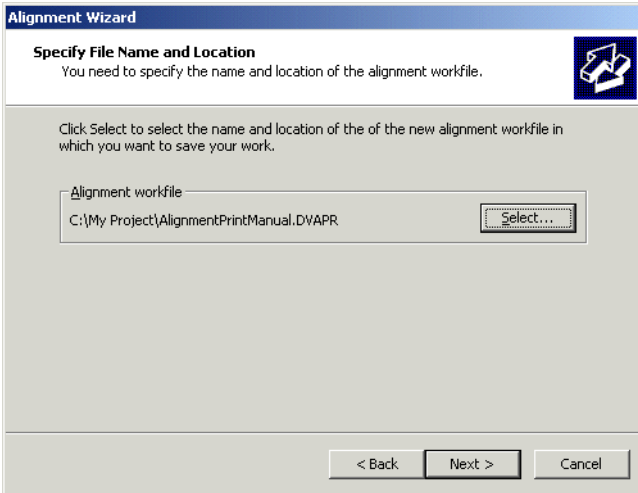
11 Select **Next**.
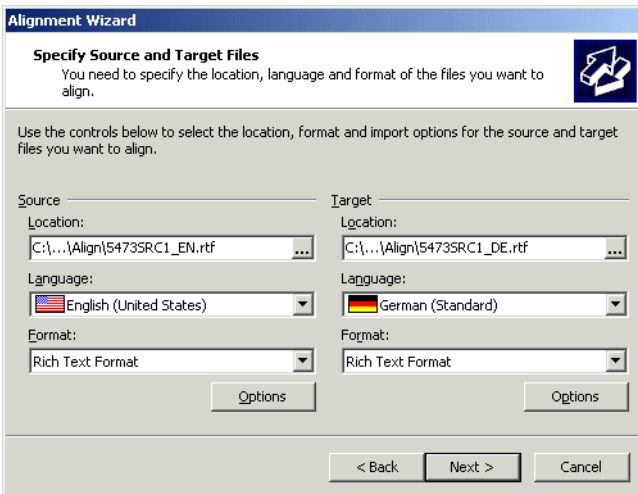
12 Make the following selections:

- choose the source and target files by clicking on the ellipsis buttons;

- choose the language for each of these files from the dropdown list; and

- choose the format for each of these files.

13 If you need to select any file format-specific import options, select **Options** for both source and target.

14 Select **Next**. The wizard shows the progress of the import process.
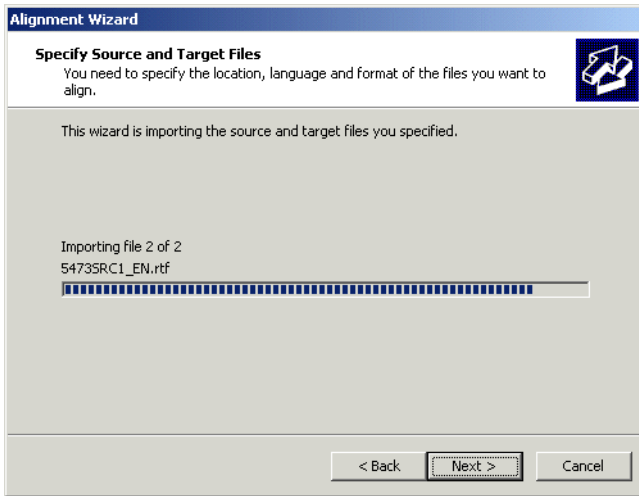
15 In the following screen you will have to adjust the alignment.
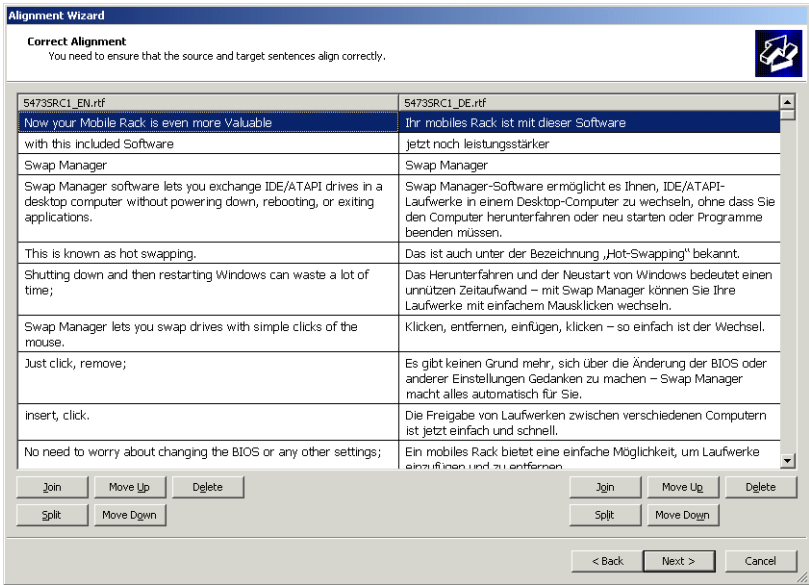
You can resize this window by dragging the resizing corner in the bottom right corner. The next time you open this screen, Déjà Vu X Standardwill have "remembered" your earlier sizing adjustments.

You can make adjustments in source or target by selecting one or several rows in either source and target (press Ctrl while selecting several rows or Ctrl+Shift while selecting a range) and using one of the following options to adjust the alignment:

You can recognize whether your selection is in the source or the target column by the yellow dotted line that surrounds your selection.

❏ Joining the current segment with the next or joining all selected segments by clicking one of the **Join** buttons.

❏ Splitting the current segment at the cursor's location by clicking one of the **Split** buttons.

❑ Deleting the current segment or all selected segments by clicking one of the **Delete** buttons.

❑ Moving the current segment or all selected segments up by clicking one of the **Move Up** buttons.

❑ Moving the current segment or all selected segments down by clicking one of the **Move Down** buttons.

The most common adjustments that you will have to make are due to

❑ soft or hard returns that were set for formatting purposes (as in the first two lines in both source and target in the example above);

❑ differences in the sentence structure; or

❑ differences in the use of sentence delimiters (such as the semicolon in English and the comma in German in the example above).

If you see great differences in how sentences are delimited because of delimitation rules, it may be advisable to discard the current alignment workfile, change the delimitation rules for one or both languages, and import the files again into a new alignment project. For more information on sentence delimitation, see "Sentence Delimitation" on page 169.

When you are done with your adjustments, all the rows should be aligned perfectly.

16 Select **Next**.

17 Select the appropriate client and subject for this alignment project and click **Next**.

*The following step of selecting or creating a translation memory is omitted if you are aligning through the **Import>Align** command within an existing translation memory.*
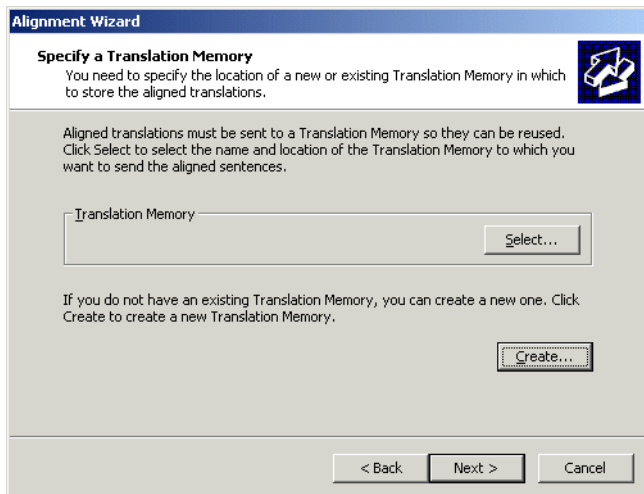
18 Create a translation memory that the alignment file can be entered into by clicking **Create**, or select an existing one by clicking **Select**.
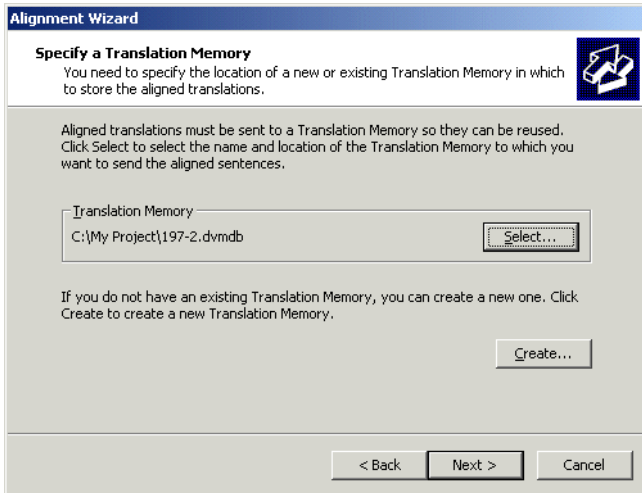
19 Select **Next**.

20 The wizard displays the current settings.
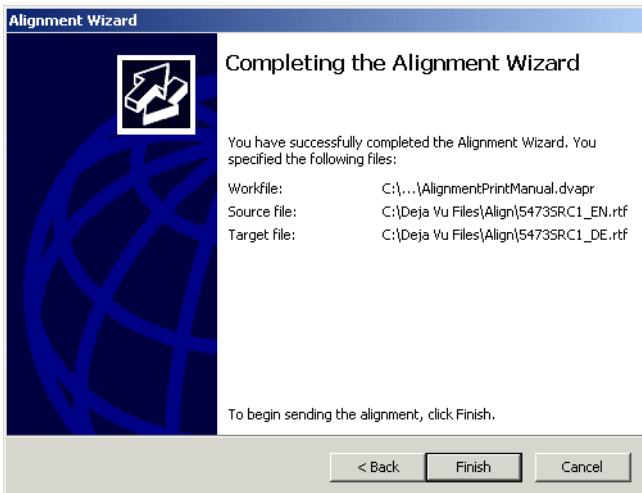
21 Select **Finish**.

22 The wizard shows you the progress of sending the sentence pairs into your translation memory and eventually the numbers of sentences that have been sent.

23 Select **Close**.

To open an existing alignment file

1 On the **File** menu, click **Open**.

    –Or–

Press Ctrl+O.

    –Or–

Click the 🗁 button on the toolbar.

2   The **Open** dialog appears.
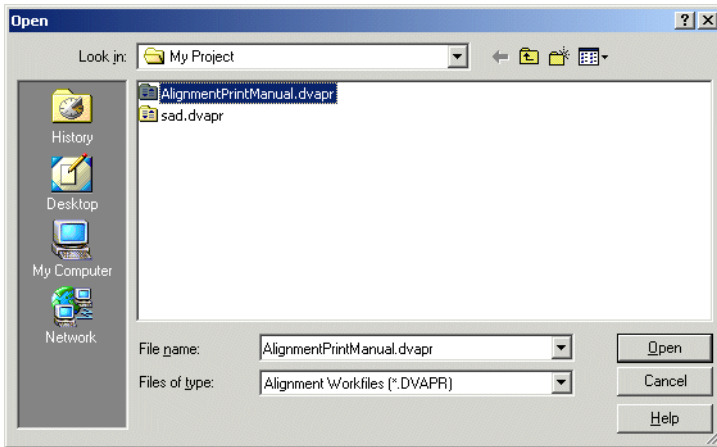
3   Select **Alignment Workfiles** under **Files of type**, select the
alignment workfile you want to open, and click **Open**.

*Alternatively, you can also open an alignment file from within an
existing translation memory. To do that, open the translation memory
that you would like to align new material into and select
File>Import>Align.*

4 The **Alignment Wizard** appears.

5 Select **Next**.
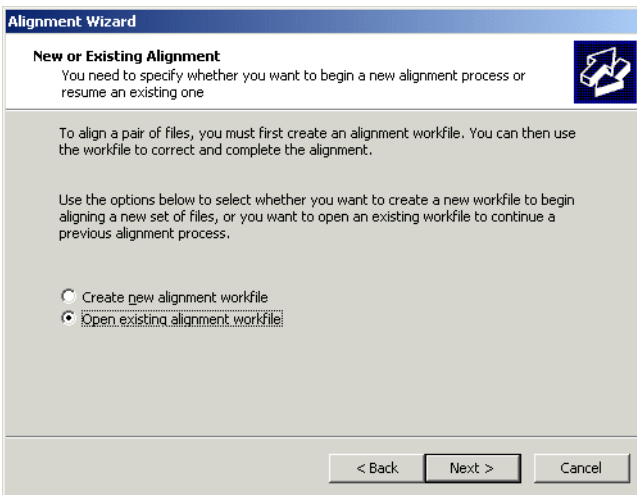
6   Select **Open existing alignment workfile** and click **Next**.
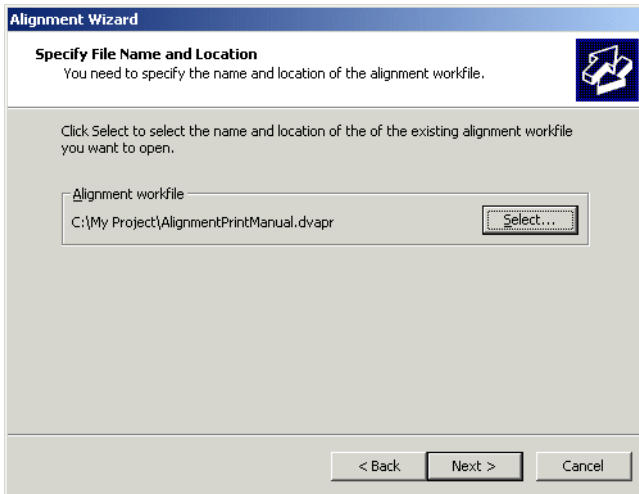
7   The wizard displays the last created alignment workfile. If you would like to select another file, click **Select**. If you would like to open the currently displayed file, click **Next**.

8 The alignment workfile is displayed.
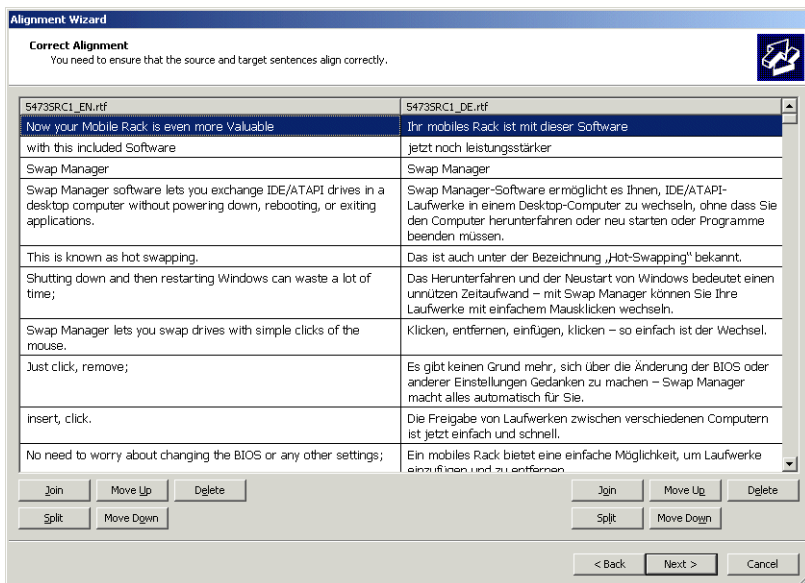
9 For instructions on adjustments of the alignment workfile and how to send it to the translation memory, see p. 370.

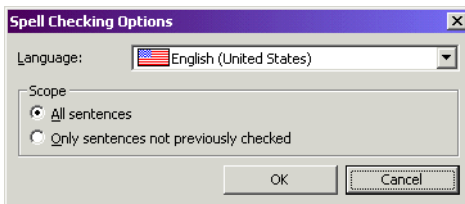# Spell Checking the Translation Memory

To activate spell checking

1 Select **Tools>Spelling**.

–Or–

Press F7.

2 The **Spell Checking Options** dialog appears.

3 Under **Language**, you can choose to check any language present in the project, including the source language.
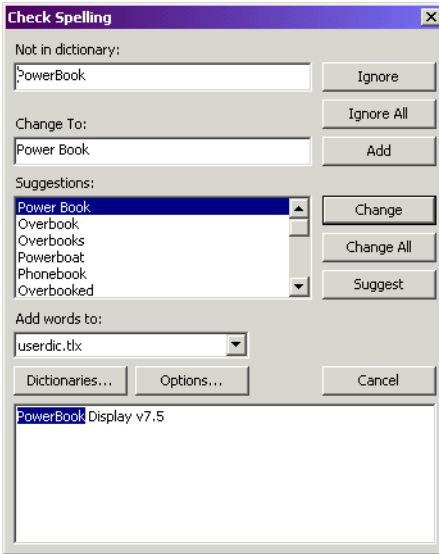
It is a good practice to include the source language in your spell checks. Any misspelling in the source is unlikely to occur a second time in later texts, but it will prevent Déjà Vu X Standard from finding perfect matches.

4 Under **Scope**, you can choose to check all entries in that language or just those that have not been checked before.

Limiting the spell check to records that have not been checked is an efficient way to avoid duplicating your work.

5   The **Check Spelling** dialog appears.

6   For more information on spelling, see "Spell checking" on page 92.

Exporting Data from Translation Memories

There are various situations where it may be very helpful to export parts or all of your translation memories, the most obvious being:

- storing a translation memory in a compact format, or

- sharing translation memory content with co-workers or teammates.

To export data

1   With an open translation memory, click **File>Export>Database**.

2   The **Translation Memory Export Wizard** appears.
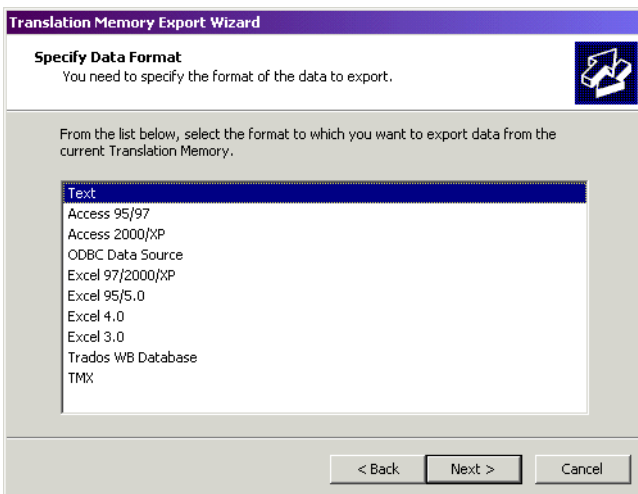
3   Click **Next**.

4   The wizard prompts you to specify an export format. The supported formats are:

❑ Text—for exporting delimited text files (tab, comma, etc.)

❑ Access 9x/2000/XP—for exporting databases into various versions of Microsoft Access

Access 9x does not support Unicode. Depending on your languages, this may be an important consideration in choosing the right format for you.

❑ Excel 9x/2000/XP—for exporting databases into various versions of Microsoft Excel

Excel 97 made an end to Excel 95's limitation of 255 characters per cell (they upped it to 32,000) and 16,384 rows in a worksheet (extended to more than 65,000). This is an important consideration when choosing the correct Excel format. Another important consideration may be that anything before Excel 2000 does not support Unicode.

❑ Trados Workbench Databases—for exporting databases into translation memories of the Trados Workbench .txt format

❑ TMX—for exporting databases into the Translation Memory EXchange format, an XML-based exchange format between different CAT tools

In the following two examples, we will first select TMX and then Excel as the export format.

To continue the export process with TMX as the data format

The export process into the Trados WB database text format is similar to the one into TMX.

1   Select **TMX**.
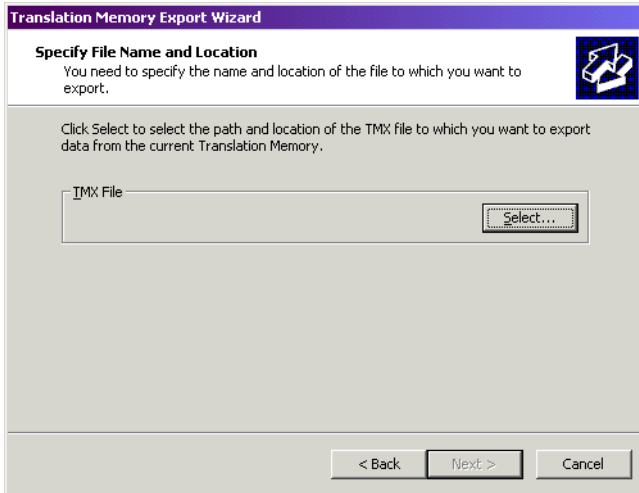
2   Click **Select**.
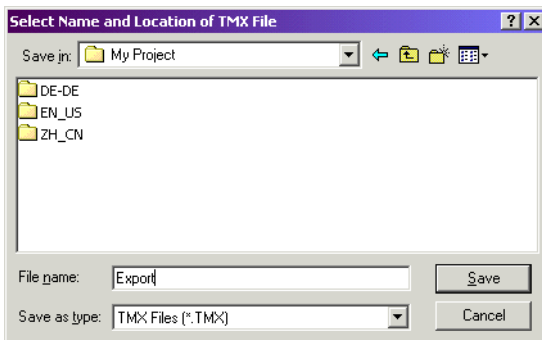
3 Select the desired export path, give the file an appropriate name, and click **Save**. The wizard displays the current settings.

4 Click **Next**.

5 The wizard displays the languages in your translation memory.

6 Copy the desired languages over the **Export languages** field by selecting them and clicking on **Add**.

A TMX file can be multilingual, so you can select as many languages as you like.

7 Click **Next**.

8 The wizard prompts you to enter any filtering condition, i.e., criteria by which you want to filter the export of your database.

Unless you are very familiar with the underlying structure of the databases, you should probably resort to using and modifying the provided samples in the Advanced Topics chapter (see "Sample Regular Expressions for Export from Translation Memory and Terminology Database" on page 463).

9 If you choose to enter an expression, verify it by clicking the **Validate** button. If the expression proves to be valid, select **Next**.

–Or–

If you choose not to enter an expression, select **Next**.

10 The wizard gives you a choice of the three possible ways to encode a TMX file (Unicode UTF-16, Unicode UTF-8, and US-ASCII) and lets you select what other information besides source and target should be exported.
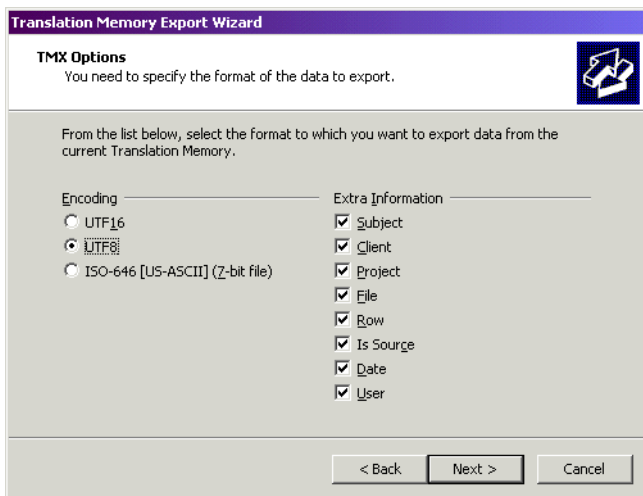
11 Make the appropriate choices and select **Next**.

The export into the Trados WB database format differs in this step. Instead of selecting the correct encoding, you will have to select the Trados-specific language specifier for each language.

12 The wizard displays the current settings.

13 Click **Finish**.

14 The wizard displays the import progress; when it is finished, it shows how many records have been added.
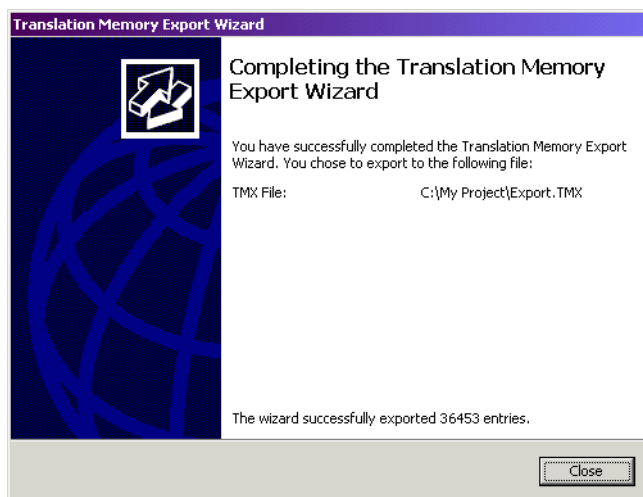
15 Click **Close** and you are returned to your translation memory view.

To continue the export process with Excel as the data format

The export process into Access or text formats is similar to the procedure for Excel.

1 Select **Excel 97/2000/XP**.
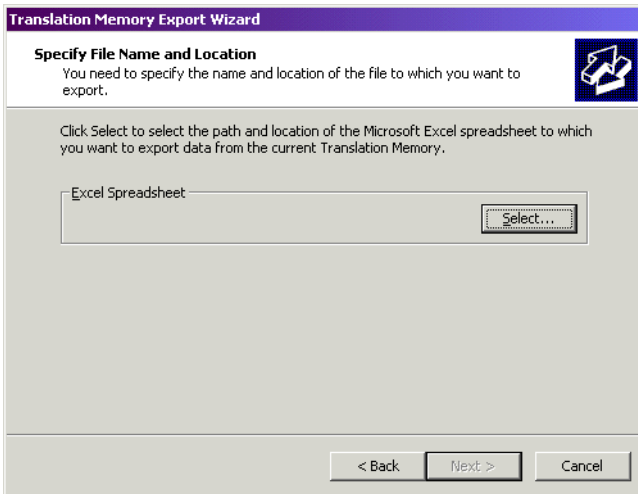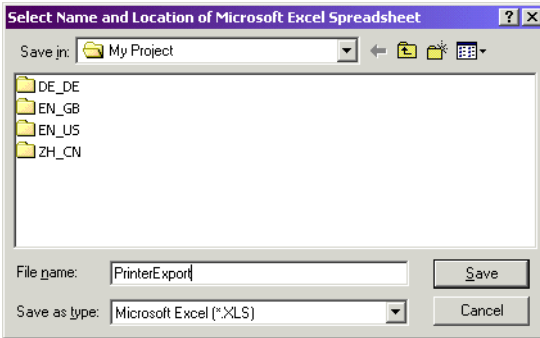
2   Click **Select**.

3   Select the desired export path, give the file an appropriate name, and click **Save**. The wizard displays the current settings.

4   Click **Next**.

5   The wizard prompts you to specify the fields you are planning to export.
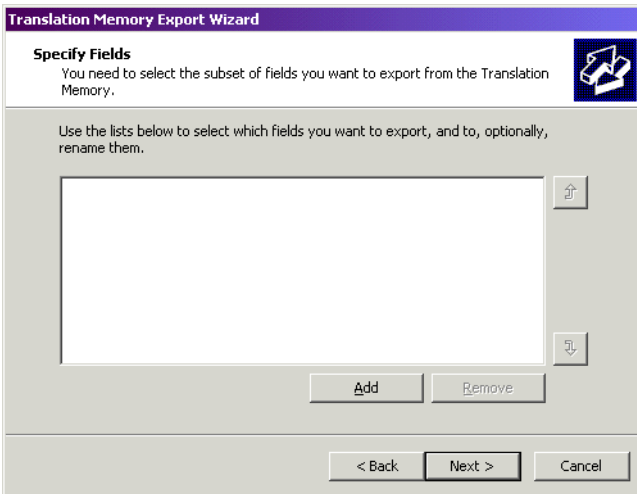
6 Click **Add** and specify for each exportable field the **Field Type**, **Language**, and the column header in the Excel file (**Export As**).
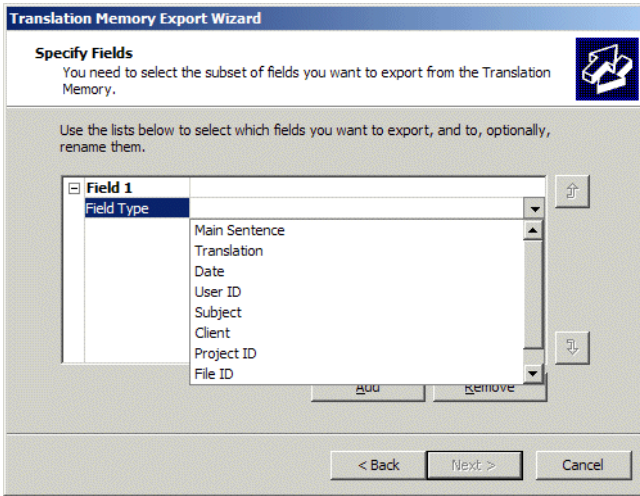
7 Continue until you have selected and specified all necessary fields.
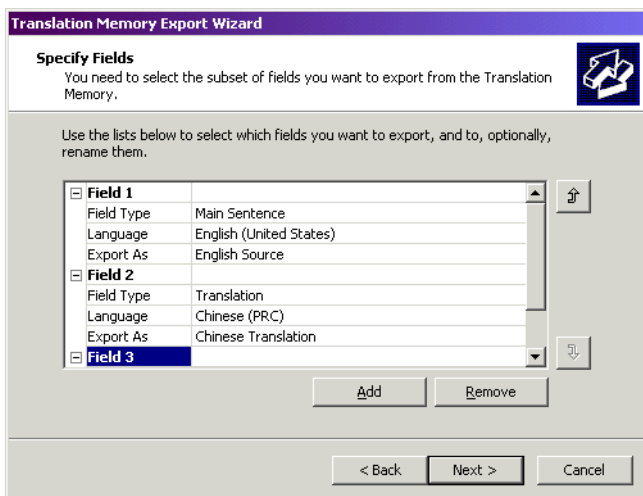
You can move the fields with the up and the down arrows to the right of the selection field.

8   The wizard prompts you to enter any filtering condition, i.e., criteria
by which you want to filter the export of your database.

*Unless you are very familiar with the underlying structure of the
databases, you should probably resort to using and modifying the
provided samples in the Advanced Topics chapter (see "Sample Regular
Expressions for Export from Translation Memory and Terminology
Database" on page 463).*

9   If you choose to enter an expression, verify it by clicking the
Validate button. If the expression proves to be valid, select **Next**.

–Or–

If you choose not to enter an expression, select **Next**.

*If you are exporting to text or Access 97, the wizard prompts you to
select the encoding of the resulting data.*

10 Give the worksheet within the Excel spreadsheet the desired name or leave the default name (*Sentences*).
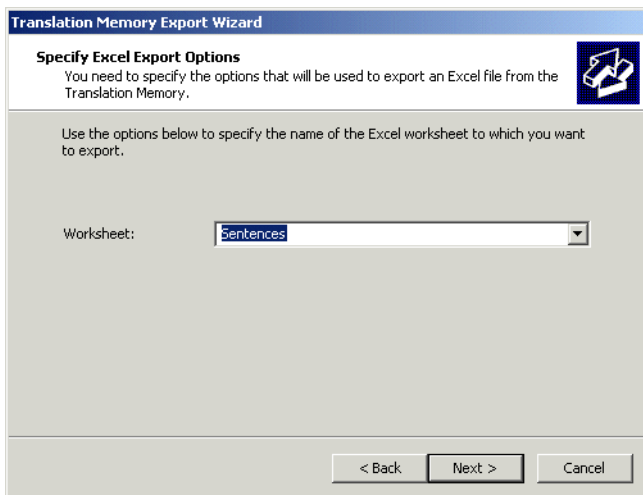
11 Click **Next**.

12 The wizard displays the current settings.

13 Click **Finish**.

14 The wizard displays the import progress; when it is finished, it shows how many records have been added.

15 Click **Close** and you are returned to your translation memory view.

Chapter 15

Creating and Maintaining Terminology Databases

Opening a Terminology Database

1   On the **File** menu, click **Open**.

  –Or–

Press Ctrl+O.

  –Or–

Click the 📂 button on the toolbar.

2   The **Open** dialog appears.
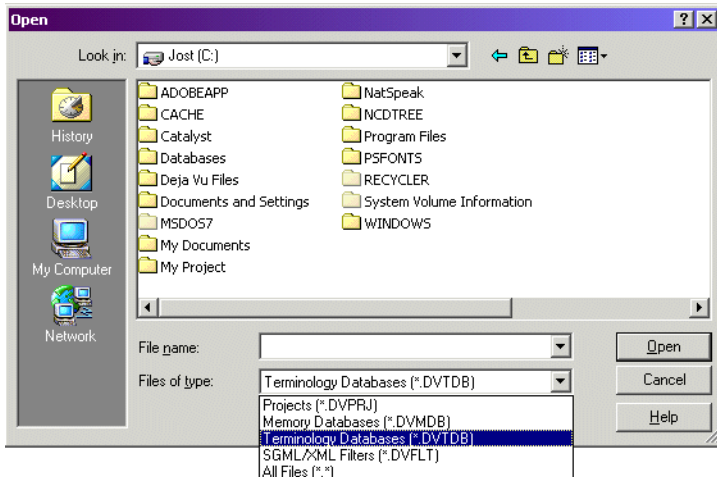
3 Select **Terminology Databases** under **Files of type**, select the database you want to open, and click **Open**.

Terminology Database Statistics

It is possible to obtain statistical data about your terminology database, such as number of records and languages in the terminology database.

To view terminology database statistics

1 In an open terminology database, select **Database>Properties>Statistics**.

2 The **Statistics** tab in the **Terminolgy Database Properties** dialog is displayed.
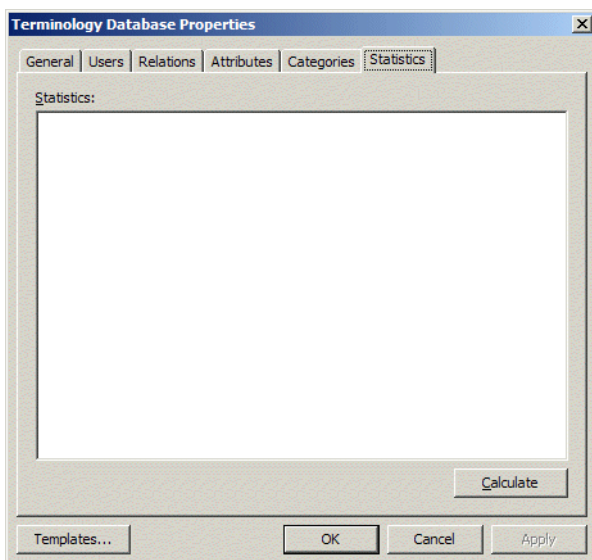
3   Click **Calculate**.
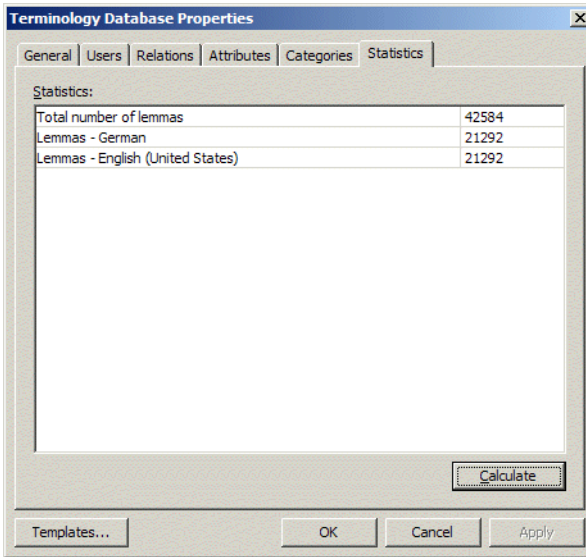
4   The statistics for the current terminology database are displayed.

Creating Terminology Databases

There are two different ways to create a terminology database:

- you can create one during the process of creating a Déjà Vu X Standard project file, or

- you can create a terminology database as a stand-alone file.

If you create a terminology database in the process of creating a project file, Déjà Vu X Standard will create a basic terminology database with a default template that you should refine at a later point.

By creating a terminology database as a stand-alone file (which you can later associate with project files), a creation wizard allows you to select several customized options.

To create a terminology database as a stand-alone file

1   Open Déjà Vu X Standard.

2   On the **File** menu, click **New**.

   –Or–

   Click the ⬜ button on the toolbar.

3   The **New File** dialog appears.
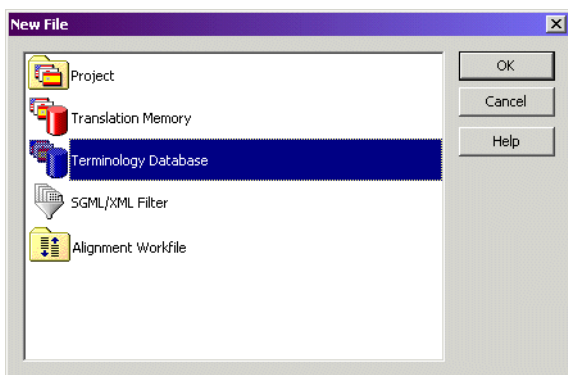
4   Double-click **Terminology Database** or select it and click **OK**.

5 The **New Terminology Database Wizard** appears.

6 Click **Next**.

7 The wizard prompts you to create a terminology database.
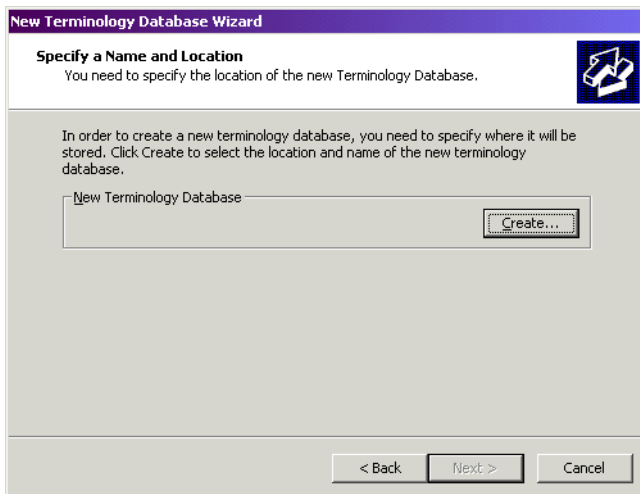
8   Click **Create**, select a folder in which you want to have the terminology database saved, and type a name for the terminology database.
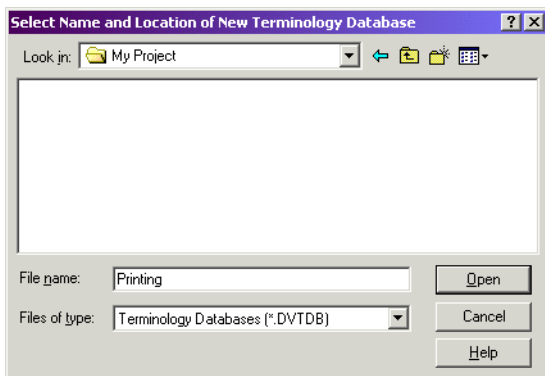
9   Click **Open**.
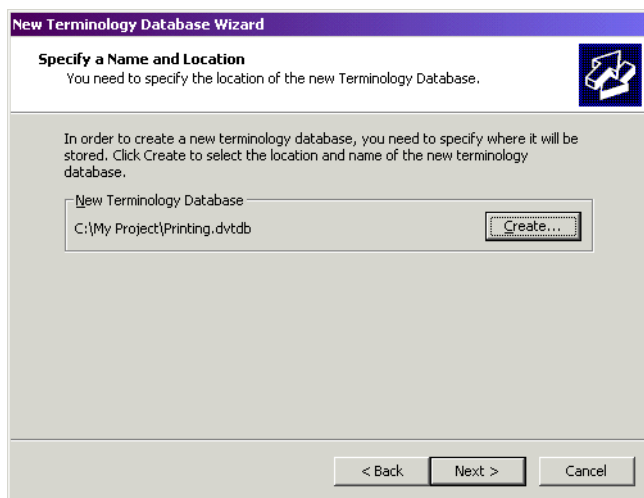
10 Click **Next** and select the template to define relationships and attributes that you would like to associate with your terminology database. For more information on templates, see *Templates* on page 409.
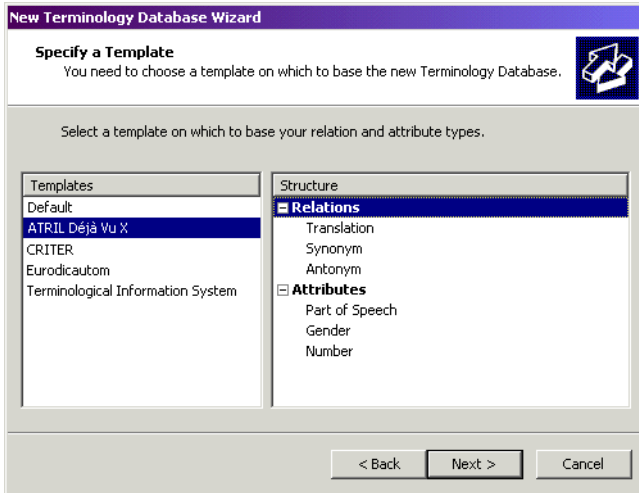
11 Click **Next**. The **New Terminology Database Wizard** displays the current settings.

12 Click **Finish**. Déjà Vu X Standard displays an empty terminology database.
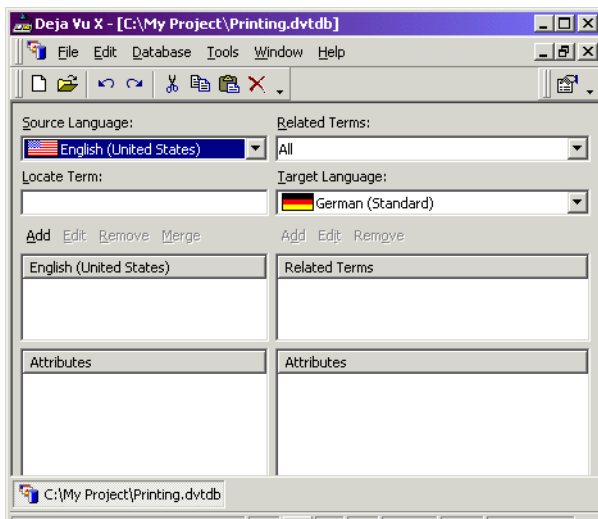
Templates

Templates are small files in XML format with the extension .dvtdt (Déjà Vu terminology database template) that are located in the `\Templates` folder within your Déjà Vu X Standard installation folder (by default `C:\Program Files\Atril\Deja Vu X\Templates` on an English Windows installation). These files define what kind of relations, attributes, and categories your terminology database will have—in short, how your terminology database is going to behave.

In the default installation of Déjà Vu X Standard, there are several preset templates:

Template Name	Organization	No. of Attr.	No of Rel.	Reference URL
Minimal		0	1	
ATRIL Déjà Vu X	ATRIL	5	3	
Eurodicautom	European Commission	11	3	http://europa.eu.int/ eurodicautom/login.jsp
TIS	Council of the EU	9	3	http://tis.consilium.eu.int/ utfwebtis/frames/ introfsEN.htm
Criter	Corpus du Réseau Inter-ministériel de Terminologie	13	4	http://www.culture.fr/ culture/dglf/garde.htm
IIF	Interval Project	14	2	http:// www.computing.surrey. ac.uk/ai/new_interval/
Vintars	UN at Vienna	21	3	http://vintars.unvienna.org/
Unterm	UN at New York	6	2	http://157.150.197.21/ dgaacs/unterm.nsf
Termite	International Telecomm. Union	7	2	http://www.itu.int/ terminology/index.html

Template Name	Organization	No. of Attr.	No of Rel.	Reference URL
ILOTerm	International Labour Organization	8	2	http://ilis.ilo.org/ilis/ ilisterm/ilintrte.html
CILF	Conseil international de la langue française	8	2	http://www.cilf.org/bt.fr.html
SilvaTerm	International Union of Forestry Research Organization	8	2	http://iufro.boku.ac.at/iufro/ silvavoc/svdatabase.htm
TBX	LISA	23	69	http://www.lisa.org/tbx

When creating a new terminology database, Déjà Vu X Standard will by default assign the *minimal* template that only contains the relation "translation." You can easily assign a different template, or you can create your own custom templates from scratch or on the basis of existing templates.

To assign a different template

1 While you have a terminology database open, select **Database>Properties**.

–Or–

Click the ▣ button on the toolbar.

2 Click **Templates**.

3 The **Terminology Database Templates** dialog appears.
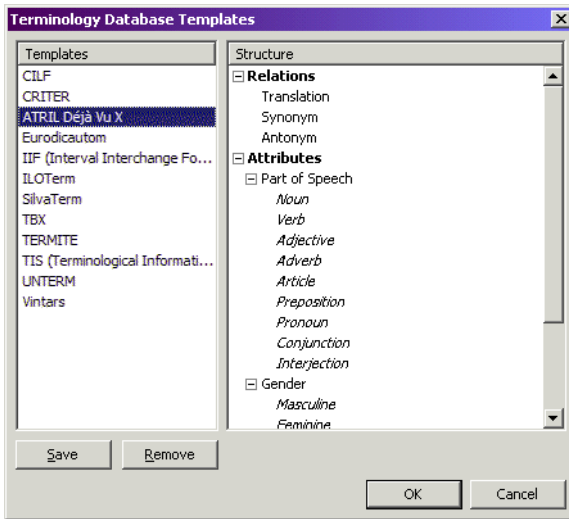
4 Select a different template and click **OK**.

5 The new template has now been assigned to your terminology database.

To create a custom template

1 While you have a terminology database open, select **Database>Properties**.

    –Or–

Click the ⌨ button on the toolbar.

2 Click **Templates**.

3 The **Terminology Database Templates** dialog appears.
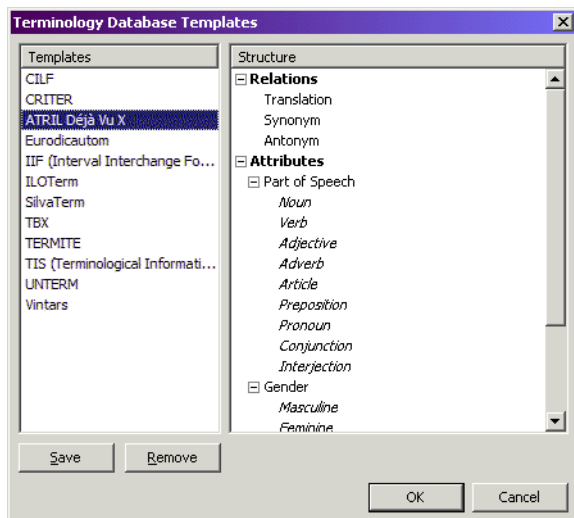
4 Select the existing template on which you would like to base a new template and click **Save**.

5 The **Template Name** dialog appears.
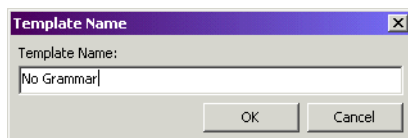
6 Type in the name you want the new template to have. For this sample, we want to create a template that will not hold any grammatical information, so we call it `No Grammar`.

7 Click **OK**.

8   You are returned to the **Terminology Database Templates** dialog.
Note that the new template `No Grammar` has already been added.
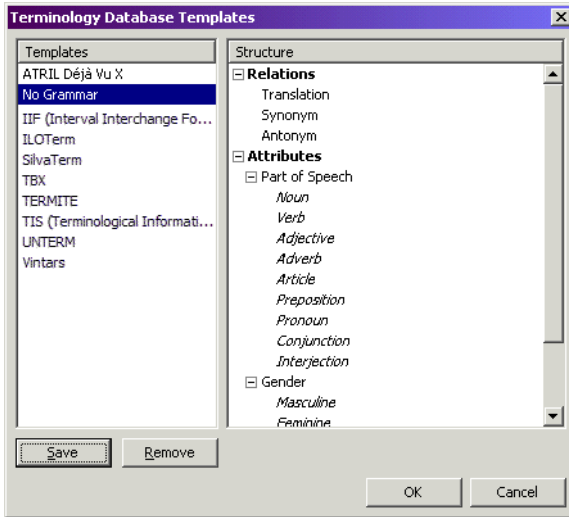
9   Make sure that the new template is highlighted and click **OK**.

10 The **Terminology Database Properties** dialog appears again. Click the **General** tab if it is not already displayed.
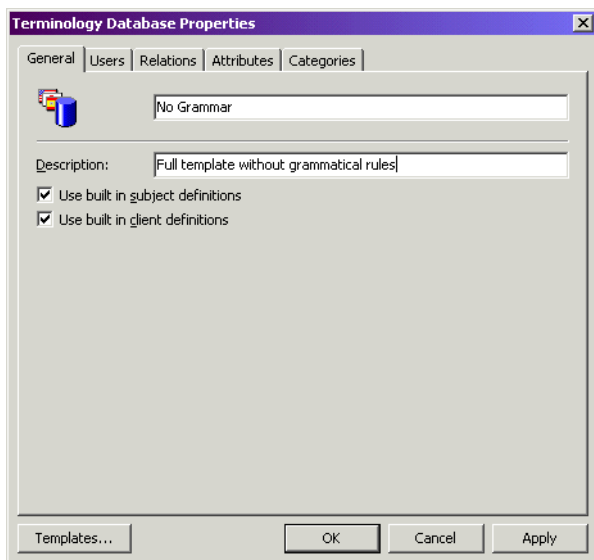
11 Enter an internal name for the template, enter a description, and select whether the subject and client information from the project should automatically be entered for each of the records that you add to the terminology database.

12 Select the **Relations** tab.
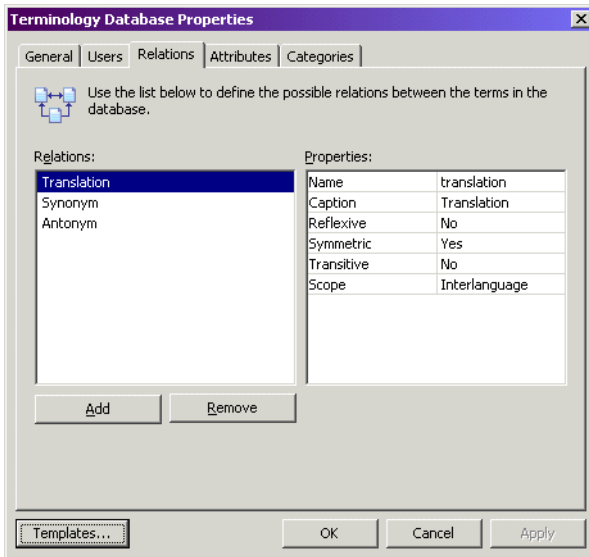
13 The default settings—which are taken over from the *ATRIL Déjà Vu X* template—have three different relations: **Translation**, **Synonym** (a word with the same or similar meaning), and **Antonym** (a word with the opposite meaning). Each relation is defined by a number of properties.

Name—the internal name of the relation.

Caption—the name of the relation as it appears in the list on the left in other views of the terminology database.

Scope—a dropdown field from which you can choose whether this is an interlanguage relation, i.e., a relation between different languages, or an intralanguage relation, i.e., a relation within one language.

Reflexive, symmetric, and transitive—the three most basic relationships in a relational database model that describe the

relationship of an element to itself (reflexive), to one other element (symmetric), or to several others (transitive).

Reflexive—A reflexive relationship is a relationship that is valid for itself. For example, a translation relation cannot be reflexive, because a term cannot be translated with itself. A synonym relation is reflexive, however, because every term is also a synonym of itself. An antonym by definition cannot be reflexive, because a term cannot be its own opposite.

Symmetric—In a symmetric relationship, the relationship of A to B is also true of B to A. This is the classical translation relationship: if term A is the translation of term B, then term B is also the translation of term A. Synonym and antonym relations are symmetric relationships as well.

Transitive—In a transitive relationship, the relationship from A to B and A to C is the same as that of B to C. Translations from language A to B are not transitive (the German translation of the English term "file" can be either "Datei" or "Akte"; however, "Datei" is not the translation of "Akte"), nor are synonyms (though "square" is the synonym for both "four-sided figure" and "plaza," "plaza" is not a synonym for "four-sided figure") or—by the same logic—antonyms.
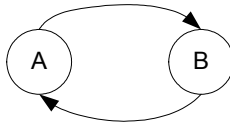
Reflexivity   Symmetry   Transitivity
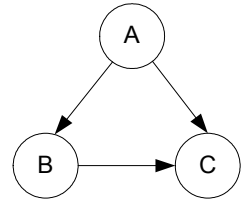
14 Click **Add** to define a new relation, or **Delete** to delete an existing relation.

15 Click the **Attributes** tab.
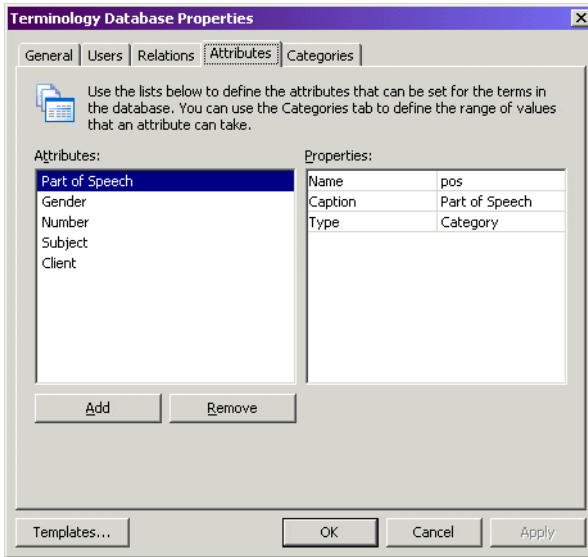
16 On the left-hand side, you can see the default grammatical
Attributes (**Part of Speech** (=word class), **Gender**, and **Number**);
their **Properties** are on the right-hand side (**Name**, **Caption**, and
Type).

17 In our case we want to delete all existing grammatical attributes, so
we click the **Remove** button until there are no more attributes listed.

18 Now we decide to add a new category, "Style."

19 Click the **Add** button, change the **Caption** and the **Name** to Style, and select **Category** under **Type**.
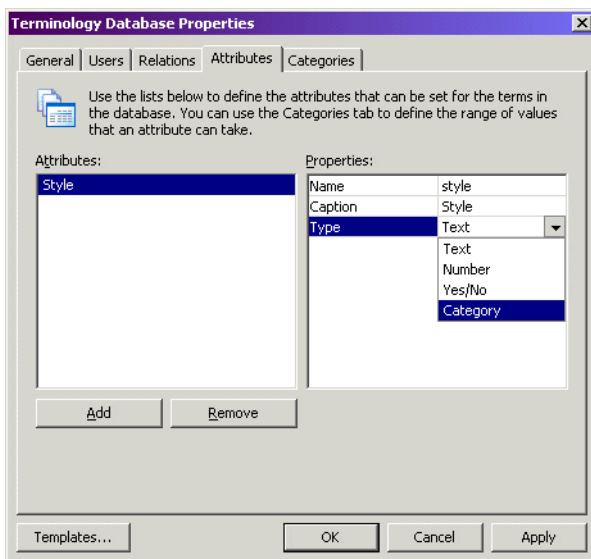
20 Click the **Categories** tab and select **Style** in the **Attribute** dropdown list.
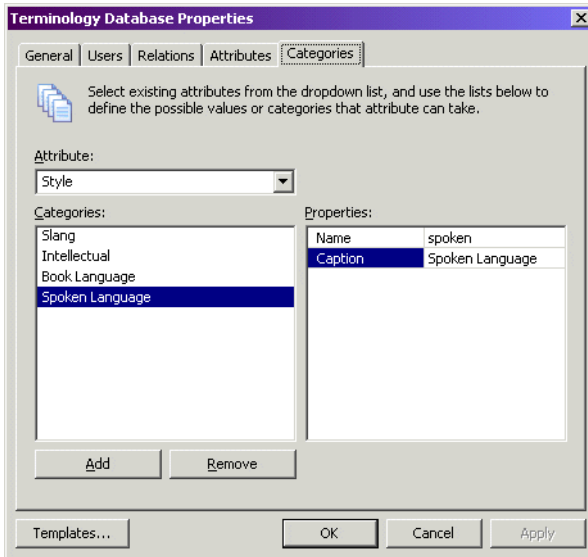
21 Add as many appropriate attributes as you would like and click **Apply** and **OK**.

22 You are returned to the terminology database view.

23 To verify that your new settings have taken effect, click **Add**.

24 The **Add Term** dialog appears. Click the dropdown list next to the newly created attribute **Style**, and you can see that all the new categories are listed.
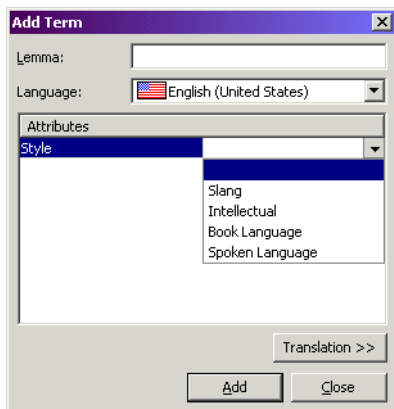
Associating Terminology Databases with a Project

Terminology databases can be associated with your project during the creation of a project (see p. 72) or at a later point.

To associate terminology databases with projects

1   In an open project, select **Project>Properties>Databases**.
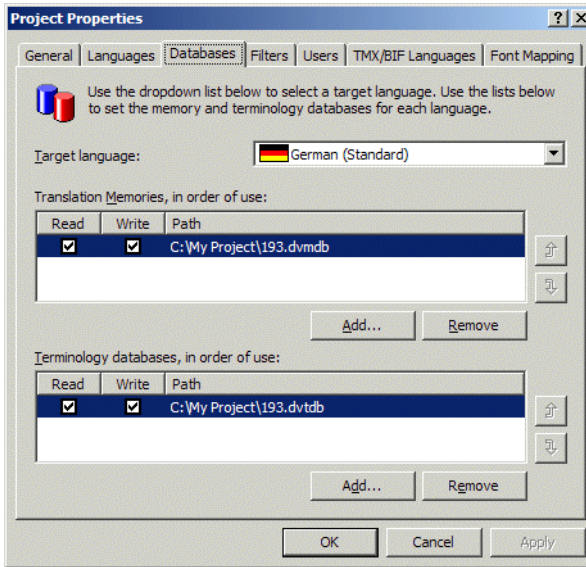
2   If you would like to disassociate the existing terminology database from the project, select **Remove** in the **Terminology Databases** section.

3   If you would like to add an additional terminology database, select **Add** in the **Terminology Databases** section.

4 A file selector dialog appears.
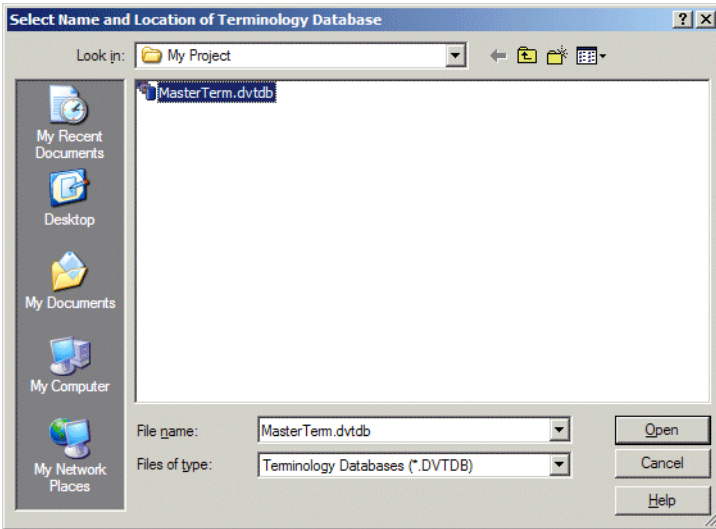
5 Select the additional database which can be located on a drive of your local computer or anywhere in your network and click **Open**.
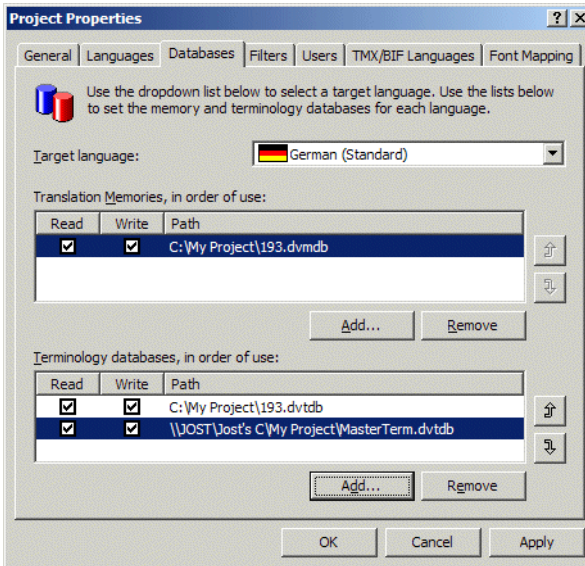
6 Click **Apply** and/or **OK**.

Adding Records

Just as Déjà Vu X Standard offers you the possibility of adding term pairs of different relations (see *Templates* on page 409), there are different ways to enter them. Naturally, the emphasis is on adding translation records (see *Adding Translation Records* on page 423), for which there are a variety of different methods, but there are also ways in which you can add terms of other relations (see *Adding Non-Translation Records* on page 441).

Adding Translation Records

There are three ways to add translation records to a terminology database:

▪ Manually in the terminology database view

- Manually as you translate your project

- Automatically through import processes

Though Déjà Vu X Standard provides the opportunity to manually add entries in the terminology database view (see page 419), this is a rarely used and rather tedious way to enter translation information.

A much more efficient way to enter single term pairs to the terminology is during the actual translation process.

To manually add term pairs during the translation process

1 While you have a project open, highlight a term or phrase in the source segment and the corresponding term or phrase in the target segment with your mouse.
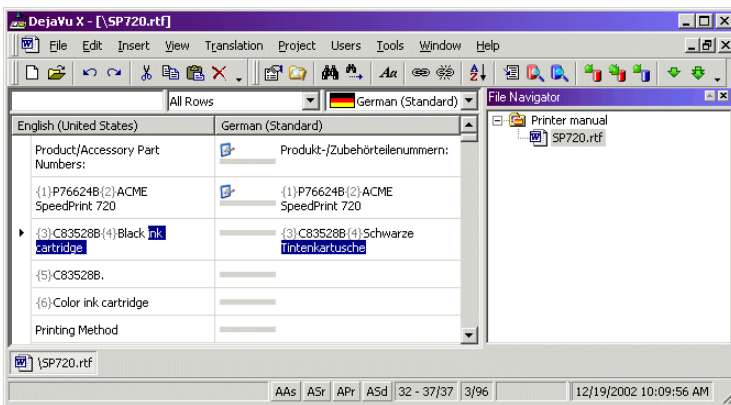
2 Send the highlighted terms to the terminology database:

On the **Translation** menu, click **Add Pair to Terminology Database**.

–Or–

Press F11.

–Or–

Click the button on the toolbar.

3   The **Add Term Pair** dialog appears.

4   You can see that several entries are already filled in, including the actual terms (under **Lemma**, a term for word or phrase), as well as the languages.

*The subject and client are automatically filled in if the appropriate options in the **Terminology Database Properties** dialog are selected (see page 414).*

The attributes that are listed as well as their categories depend on the template you have chosen or created for your terminology database. In this example we have chosen the *ATRIL Déjà Vu X* template. For more information on terminology database templates, see *Templates* on page 409.

5 Add any specifications, including grammatical information (part of speech (=word class), gender, or number) and semantical definition (such as definition information, subject, or client).

> *Note that for most of the attributes there are predefined categories which you can select. Some fields, including the **Definition** field, are text fields in which you can freely enter all appropriate information.*

6 You may use the **Copy** button to copy any of the selections from the first to the second column.

> *Be as judicious and at the same time as thorough as you can by only entering the information that will be relevant for you or your co-workers later on. For instance, it obviously would not make sense to enter gender information if your language does not have a grammatical gender, or if*
any translator or editor should be familiar with this kind of information. On the other hand, it may very well be worthwhile to spend some time entering information into the **Definition** field to give yourself or your co-workers necessary context information.

7   Click **Add**.

*Because you can simultaneously have several terminology databases assigned in Déjà Vu X Standard, make sure that under **Project>Properties>Database** you assign the correct database as the destination database, i.e., the database that is to contain all new material from the current project.*

8   Your term pair is now entered into your terminology database and can be accessed through the standard searching and assemble functions.

Importing External Data

You add records to your terminology databases as you translate (see *Adding Translation Records* on page 423), but Déjà Vu X Standard also enables you to import external data into terminology databases. For example, this allows you to convert data you have accumulated in other glossaries or even from data found on the Internet.

To import data

1   With an open terminology database, click **File>Import>Database**.

2   The **Terminology Database Import Wizard** appears.

3   Click **Next**.
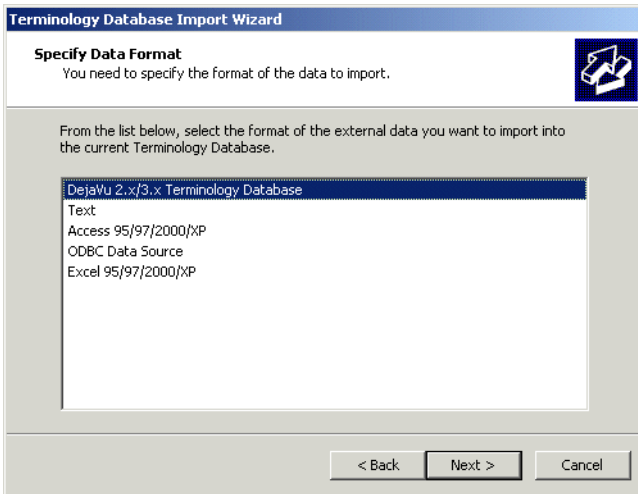
4   The wizard prompts you to specify an import format. The supported formats are:

❑   **Déjà Vu 2.x/3.x Terminology Database**—for importing terminology databases of earlier versions of Déjà Vu

You can also convert Déjà Vu 2.x/3.x terminology databases into new Déjà Vu X Standard terminology databases. For more information on this, see To convert Déjà Vu 2.x/3.x terminology databases on page 436).

❑   **Text**—for importing delimited text files (tab, comma, etc.)

❑   **Access 9x/2000/XP**—for importing databases from various versions of Microsoft Access

❑   **Excel 9x/2000/XP**—for importing databases from various versions of Microsoft Excel

For this example, we will select **Text** to import a multilingual comma-separated value file (.csv).

5   Select **Text** and click **Next**.

6   Select the text file you want to import and click **Open**. The wizard displays the current settings.

7   Click **Next**. The wizard displays the data of the file and allows you to adjust the delimiter settings.

8   Select the delimiter of your original file (in this case **Comma**), and check the appropriate option if the first row contains field names.

9 Click **Next**. The wizard now allows you to specify the field information for the fields of your original file.

The available standard fields depend on the template you have assigned to that database. If you have attached the default *ATRIL Déjà Vu X* template you will see the following relations:

❑ **Main Lemma** (typically the source term)

❑ **Translation**

❑ **Synonym**

❑ **Antonym**

❑ **New Relation...**

*Selecting **New Relation** will open the **New Relation** dialog in which you can create a new relation and assign it to the template of the terminology database.*

and the following attributes:

❑ **Part of Speech**

❑ **Gender**

❑ **Number**

❑ **Definition**

❑ **Subject**

❑ **Client**

❑   **New Attribute...**

*Selecting **New Attribute** will open the **New Attribute** dialog in which you can create a new attribute and assign it to the template of the terminology database.*

New Attribute	✕
Name:	
Caption:	
Type:	Number ▼

OK   Cancel

10 Select **Main Lemma** and the appropriate language and code page settings for the source language, and **Translation**, the appropriate language, relation, and code page settings for the target languages.

Terminology Database Import Wizard

Specify Field Information
You need to specify how the fields in the data you are importing should be mapped to the fields in the Terminology Database.

F̲ields
Manual name	☑ I̲mport As:	Translation ▼
Portuguese	For F̲ield:	Manual name ▼
German	L̲anguage:	🔲 Portuguese (Brazil) ▼
French	C̲ode Page:	Western European (Windows) ▼

Preview
Manual name	Portuguese	German	French
Application Administ...	Guia de Administra...	Handbuch "Anwen...	Manuel d'administr...
System Administrati...	Guia do Administra...	Handbuch für Syst...	Manuel de l'admini...
Client/Server Install...	Guia de Instalação...	Client/Server-Inst...	Manuel d'installatio...
Client/Server Install...	Guia de Instalação...	Client/Server-Inst...	Manuel d'installatio...
Java Client Installat...	Guia do Usuário e ...	Java Client Setup-...	Manuel d'installatio...

< Back   Next >   Cancel

11 Click **Next**.
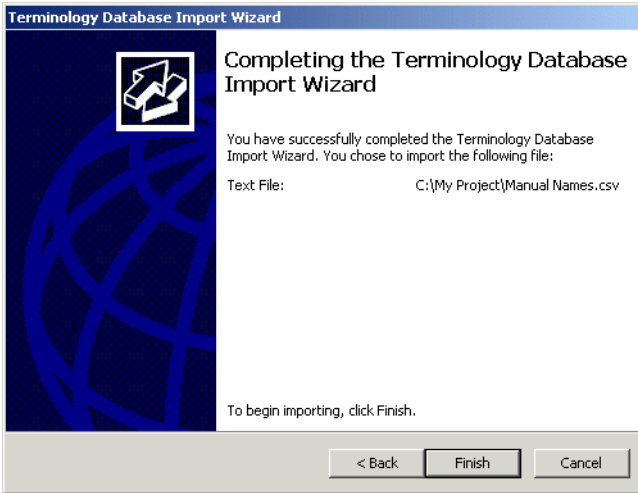
12 The wizard displays the current settings. Click **Finish**.

13 The wizard displays the import progress; when it is finished, it shows how many records have been added.
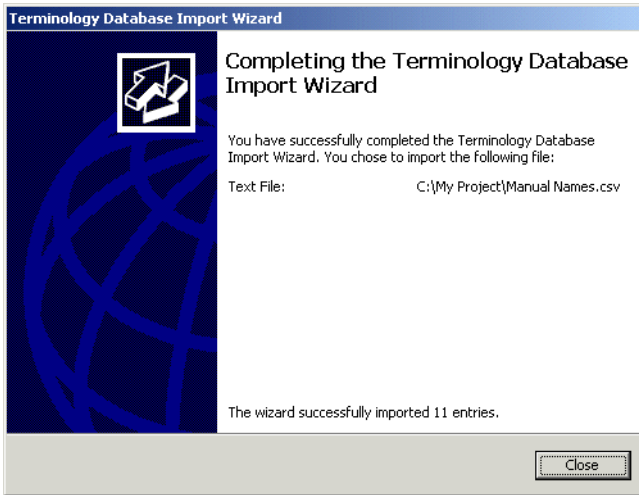
14 Click **Close** and you are returned to your terminology database view. If you now look for one of the imported segments, you will find that all languages have been imported:
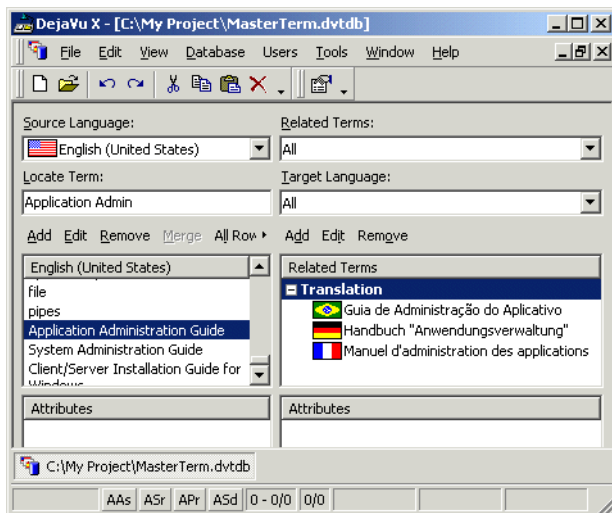
To convert Déjà Vu 2.x/3.x terminology databases

1 Select **Tools>Convert>DV 2.x/3.x Terminology Database**.

2 The **Convert v2.x/3.x Terminology Database** dialog appears.
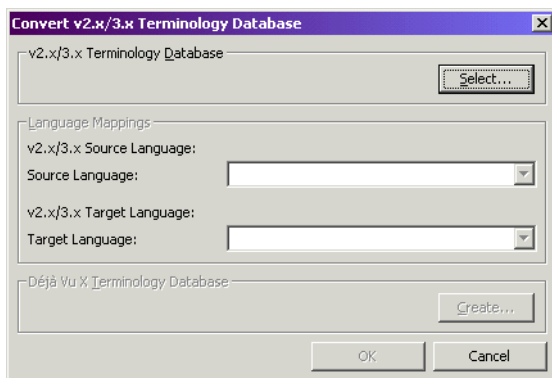
3 Click **Select** and select the terminology database you would like to convert.
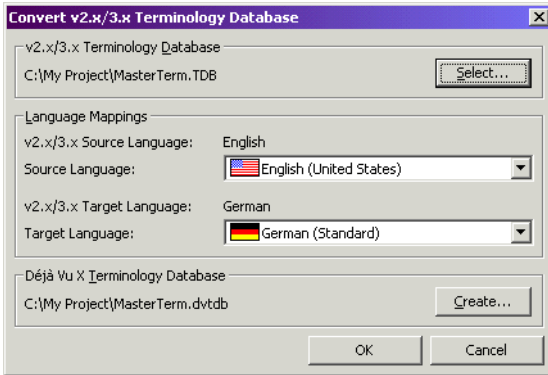
Déjà Vu X Standard will automatically recognize the language setting of the old database and will propose a new terminology database with the same name, in the same folder, with a new extension.

4 If necessary, change the language setting and/or the name or path of the new terminology database.

5 Click **OK**.

6 Déjà Vu X Standard will show you the import process.
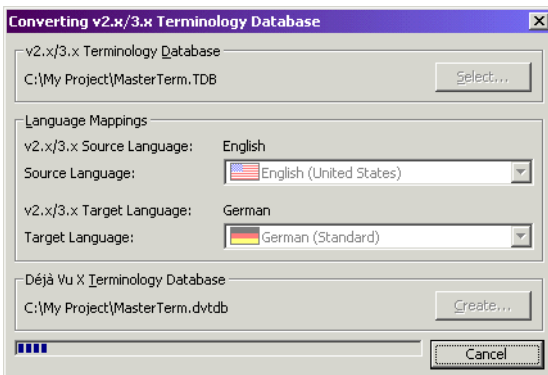
7 Once the import is finished, Déjà Vu X Standard will show you how many records have been added.
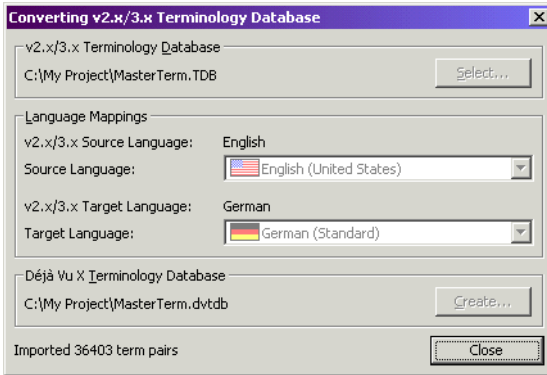
8 Click **Close**.

If you open the new database, you will be able to see that not only source and target terms have been imported, but also all other information that was present in the old terminology database, including subject, client, datestamp, grammatical information, user, etc.

To import data from a Trados MultiTerm database

While it is not possible to import data directly from Trados MultiTerm, it is possible through an interim format.

When importing data from a MultiTerm database, it is important to consider that Trados uses its terminology database very different from how they are used in Déjà Vu X Standard. Because Trados employs its terminology database primarily as a reference tool and not as an interactive part of the program as in Déjà Vu X Standard, you may have to "clean" the database before importing it into Déjà Vu X Standard. This would include making sure that you do not have several target terms for one source or any additional information in either the source or target fields.

When importing data from a MultiTerm database, there are several things you should consider. The processes below only describe how to import source and target terms and not any additional information.

Though the file structures of the two different Trados MultiTerm products on the market (MultiTerm iX and MultiTerm) are very different from each other, the process of exporting their data to an external file format is very similar. For either option, you will have to have access to a MultiTerm installation

Importing from MultiTerm

1 Open the MultiTerm database that you would like to import into Déjà Vu X Standard.

2 Open Word and activate the MTerm-XX.dot template under **Tools>Templates and Add-Ins**.

3 Select **Table>MultiTerm table** in Word.

4 The **MultiTerm Table** dialog appears.
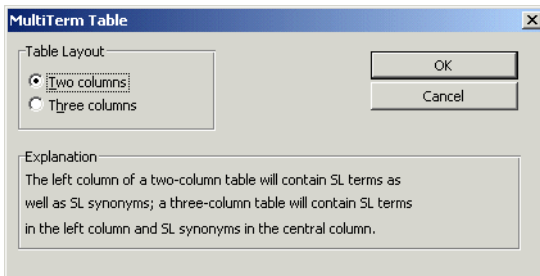
5 Select **Two columns** if you would like to have only source and target displayed, or **Three columns** if you would also like to have possible synonyms to the source displayed.

6 Click **OK**.

7 The data from the MultiTerm database will be copied into Word in a tabular format.

8 Once that process is finished, select the complete table and copy it onto your clipboard (by pressing Ctrl+C or selecting **Edit>Copy** within Word).

9 Open an empty spreadsheet in Excel.

10 Copy the table into the Excel spreadsheet (by pressing Ctrl+V or selecting **Edit>Paste** within Excel).

11 Save the file and import it with the normal Déjà Vu X Standard import process (see *Importing External Data* on page 427).

Importing from MultiTerm iX

1 Open Word and activate the MultiTermiX.dot template under **Tools>Templates and Add-Ins**.

2 Select **MultiTerm>Select Termbase**.
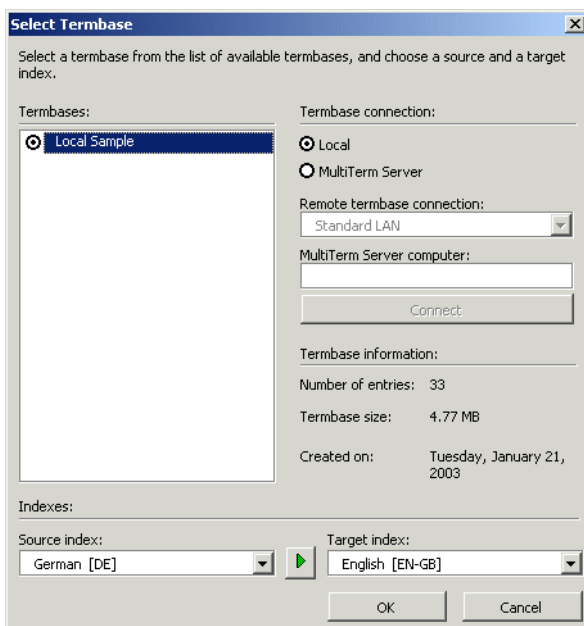
3 Select the MultiTerm termbase you would like to import into Déjà Vu X Standard in the **Select Termbase** dialog.

4 Select **OK**.

5   Select **MultiTerm>Insert Table** within Word.
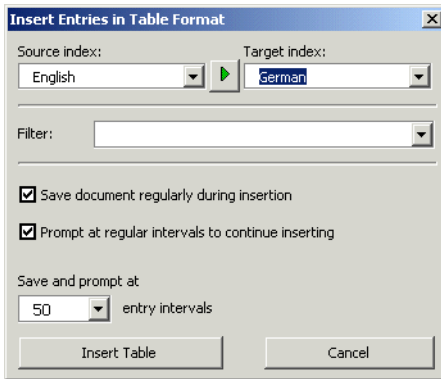
6   Press **Insert Table**.

7   The data from the MultiTerm database will be copied into Word in a tabular format.

8   Once that process is finished, select the complete table and copy it onto your clipboard (by pressing Ctrl+C or selecting **Edit>Copy** within Word).

9   Open an empty spreadsheet in Excel.

10 Copy the table into the Excel spreadsheet (by pressing Ctrl+V or selecting **Edit>Paste** within Excel).

11 Save the file and import it with the normal Déjà Vu X Standard import process (see *Importing External Data* on page 427).

Adding Non-Translation Records

1   Open the terminology database to which you want to enter term pairs of non-translation relations. In this example we are going to add a synonym for a term.

2   Locate the term for which you would like to add a synonym.

Enter the term in the **Locate Term** text field.

–Or–

Search for the term with the common search function (see *Search and Replace Features* on page 177).

*If you want to add a completely new term, you can do that by clicking **Add** in the **Source Language** section of the window.*
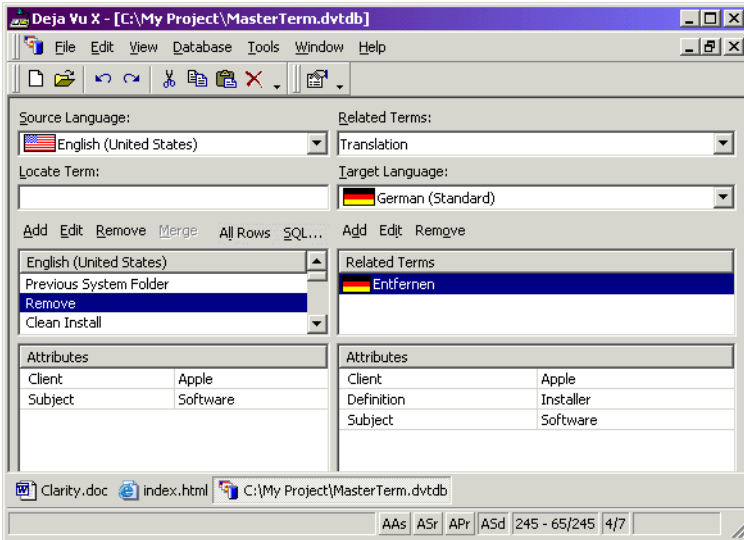
3   Click **Add** in the **Related Terms** section of the window.

4 The **Add Relation** dialog appears.
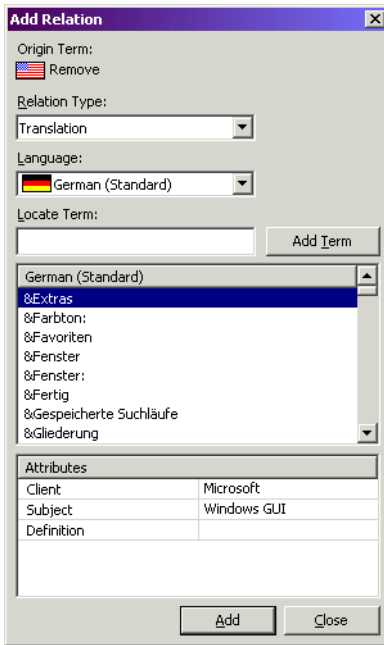
5 Under **Relation Type**, select **Synonym**.

6 Under **Language**, select the same language as the source language.

7 Under **Locate Term**, enter the synonym or select one from the list of terms.

8 Click **Add Term** and modify or enter any attributes.

9 Click **Add**.

10 You are returned to the **Add Relation** dialog.

11 Click **Add** and **Close**. You are returned to the terminology database view.

12 If you select **All** under **Related Terms** and **All** under **Target Languages**, you can see that there is now an entry under **Translation** and under **Synonym**.
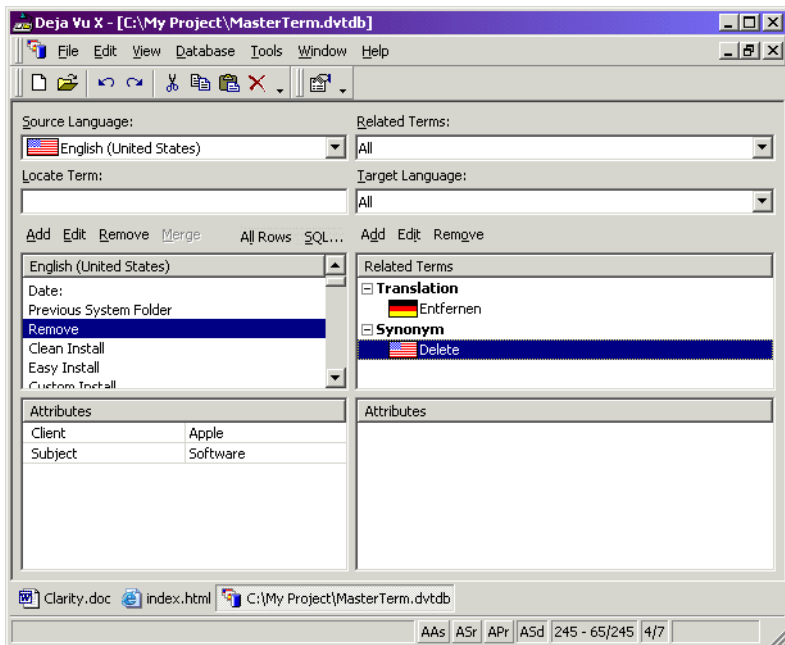
Exporting Data from Terminology Databases

There are various situations where it may be very helpful to export parts or all of your terminology databases, the most obvious being:

- storing a terminology database in a compact format, or

- sharing terminology database content with co-workers or teammates.

To export data

1 With an open terminology database, click **File>Export>Database**.

2 The **Terminology Export Wizard** appears.
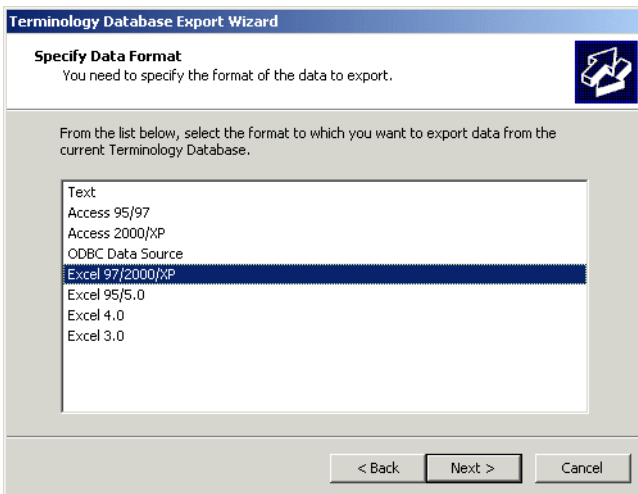
3 Click **Next**.

4 The wizard prompts you to specify an export format. The supported formats are:

❏ Text—for exporting delimited text files (tab, comma, etc.)

❏ Access 95/97 and Access 2000/XP—for exporting databases into various versions of Microsoft Access

Access 9x does not support Unicode. Depending on your languages, this may be an important consideration in choosing the right format for you.

❏ Excel 3.0/4.0/5.0/9x/2000/XP—for exporting databases into various versions of Microsoft Excel

Excel 97 made an end to Excel 95's limitation of 255 characters per cell (they upped it to 32,000) and 16,384 rows in a worksheet (extended to more than 65,000). This is an important consideration when choosing the correct Excel format. Another important consideration may be that anything before Excel 2000 does not support Unicode.

In the following example, we will select Excel as the export format.

To continue the export process with Excel as the data format

The export process into Access or text formats is similar to the procedure for Excel.

1 Select **Excel 97/2000/XP**.
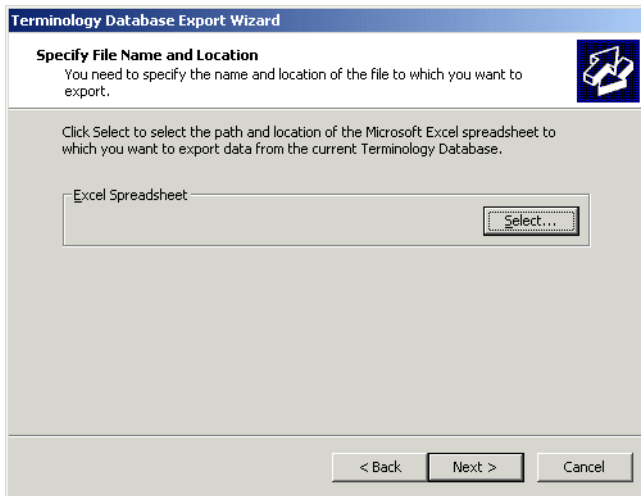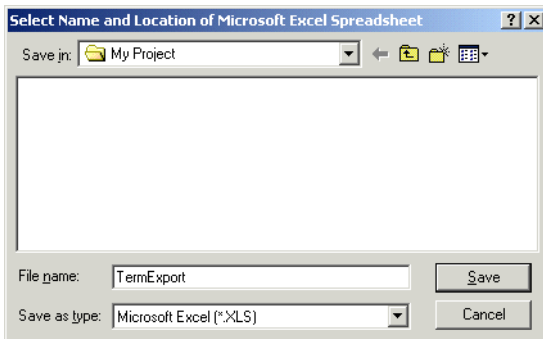
2 Click **Select**.

3 Select the desired export path, give the file an appropriate name, and click **Save**. The wizard displays the current settings.

4 Click **Next**.

5 The wizard prompts you to specify the fields you are planning to export.

6 Click **Add**.
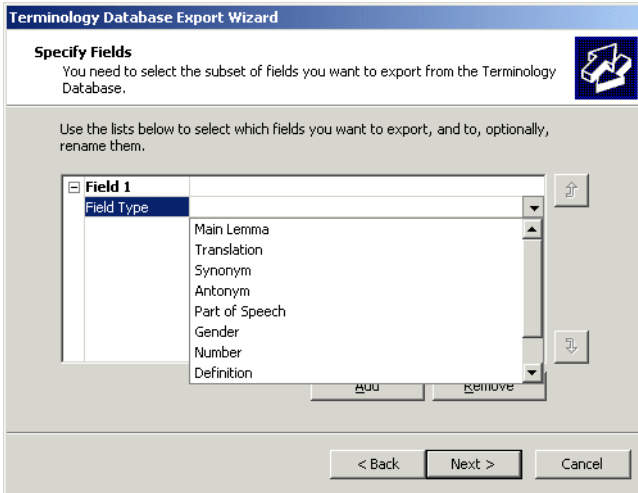
7 Specify for each exportable field the **Field Type**, **Language**, the column header in the Excel file (**Export As**), and the relation to other selected fields.

8 Continue until you have selected and specified all necessary fields.
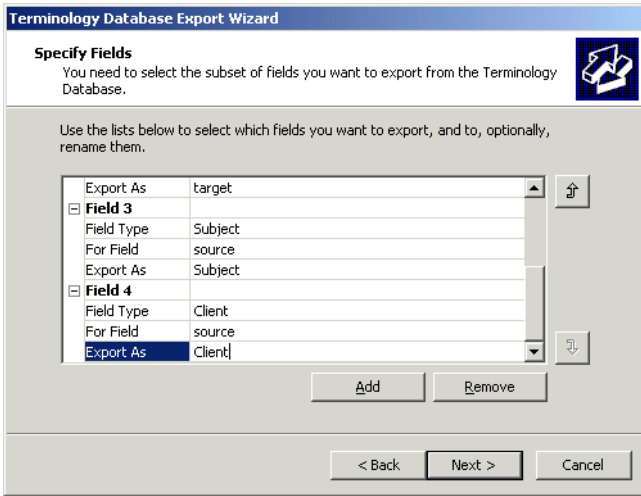
You can move the fields with the up and the down arrows to the right of the selection field.

9 The wizard prompts you to enter any filtering condition, i.e., criteria by which you want to filter the export of your database.

Unless you are very familiar with the underlying structure of the databases, you should probably resort to using and modifying the provided samples in the Advanced Topics chapter (see Sample Regular Expressions for Export from Translation Memory and Terminology Database on page 463).

10 If you choose to enter an expression, verify it by clicking the **Validate** button. If the expression proves to be valid, select **Next**.

–Or–

If you choose not to enter an expression, select **Next**.

If you are exporting to text, or Access 97, the wizard prompts you to select the encoding of the resulting data. In the case of text, it will also prompt you to enter delimitation information:

11 Give the worksheet within the Excel spreadsheet the desired name or leave the default name (*Terms*).

12 Click **Next**.

13 The wizard displays the current settings.

14 Click **Finish**.

15 The wizard displays the import progress; when it is finished, it shows how many records have been added.

16 Click **Close** and you are returned to your terminology database view.

Editing the Terminology Database

To locate a particular term

In the terminology database, terms are either sorted naturally (the order in which they were entered) or alphabetically.

*You can change the sorting order by selecting **View>Toggle Sorting**.*

You can enter the term that you are looking for in the **Locate Term** text box, or you can search for the term with the common search function (see *Search and Replace Features* on page 177).

> *You can also search and replace within a terminology database with the common Search & Replace features.*

When you locate the term by entering it in the **Locate term** text field, Déjà Vu X Standard will reposition to the first record that begins with the letters you have typed so far. This action is artificially delayed so that you will have time to type in a few letters before the repositioning occurs.

Modifying a Particular Term

Once you have located the term that you want to modify, you can:

■ edit the attributes of the term or the term itself,

■ delete that term, or

■ merge that term with several other source terms.

To edit a term

1 Select the source term or (one of) the related term(s).

2 Click on **Edit** in the **Source Language** section to edit the source term.

–Or–

Click on **Edit** in the **Related Terms** section to edit the source term.

3   The **Edit Terms** dialog appears.

4   Change the term or the attributes as necessary.

5   Click **OK**.

To delete a term

1   Select the source term or (one of) the related term(s).

2   Click **Delete** in the **Source Language** section to delete the source term and all related terms.

–Or–

Click on **Delete** in the **Related Terms** section to delete the source term.

To merge several source terms

1   Select several identical or nearly identical source terms.

2   Press the Ctrl key while selecting individual records.

–Or–

Press the Shift key while selecting a range of records.
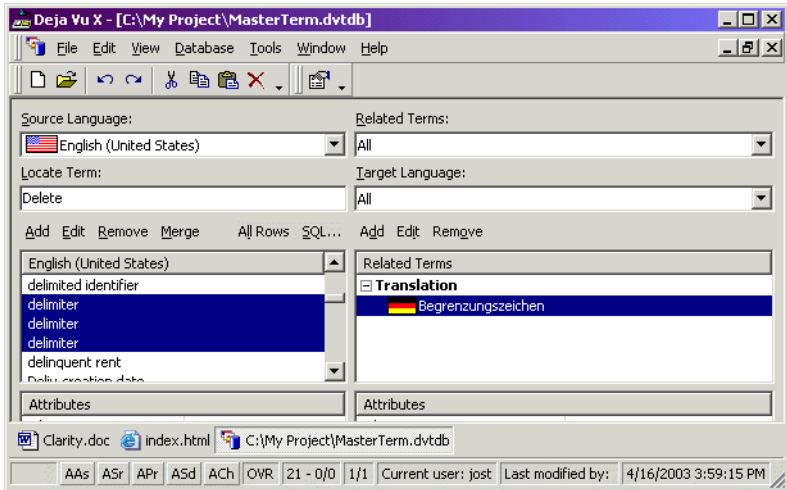
3   Click **Merge**.

4   The source records are merged into one record with several related terms.
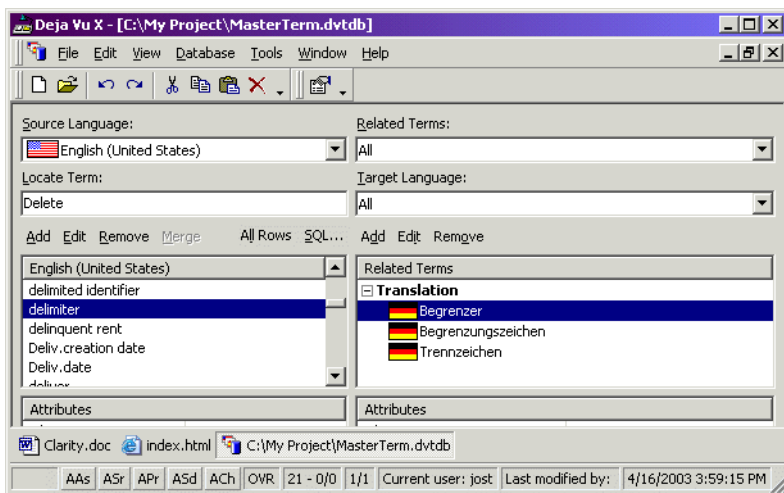
Only the attributes of the first of the selected source terms are preserved.

To view all rows or certain subsets of rows

All Rows is the standard view that displays all source segments with their associated target sentences.

If you want to view only a subset of terms, you can select **SQL**. This option opens the **Select SQL** dialog in which you can enter any SQL statement to view a certain subset of the terminology database.
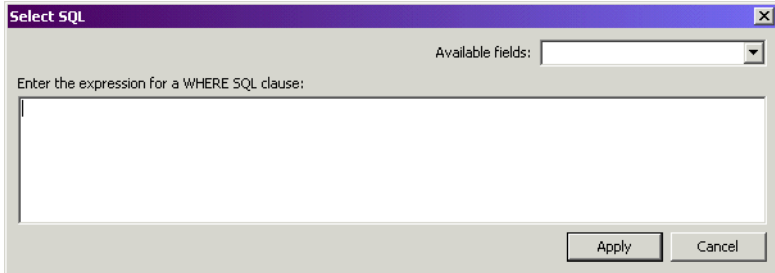
Spell Checking the Terminology Database

To activate spell checking

1 Select **Tools>Spelling**.

–Or–

Press F7.

2 The **Spell Checking Options** dialog appears.

3 Under **Language**, you can choose to check any language present in the project, including the source language.

> *It is a good practice to include the source language in your spell checks. Any misspelling in the source is unlikely to occur a second time in later texts, but it will prevent Déjà Vu X Standard from finding perfect matches.*

4 Under **Scope**, you can choose to check all entries in that language or just those that have not been checked before.

> *Limiting the spell check to records that have not been checked is an efficient way to avoid duplicating your work.*

5 The **Check Spelling** dialog appears.

6 For more information on spelling, see *Spell checking* on page 92.

Chapter 16

Digging In—Advanced Topics

Sample Regular Expressions for Export from Translation Memory and Terminology Database

The following regular expressions can be used in the **Filtering Conditions** window of the **Terminology Database/Translation Memory Export Wizards** (see pages 389 and 453) to export only a subset of your databases into one of the supported formats. After you have entered or copied and pasted the expressions into the provided text field, you should make sure that you validate them by selecting the **Validate** button below the text field.

Export records belonging to project 1234567 from translation memory

```
PrjID=1234567
```

Export records of subject "123" from translation memory

```
Subject='123'
```

Export records of subject "123" from terminology database

Before you execute this command, you will have to verify what AttrTypeID "subject" has in your terminology database. You can do that by opening the AttrTypes table within the terminology database with Microsoft Access. Look for the ID that represents subject. In this example we assume that this code is 5, but this will not necessarily be the case for your database.

```
ID IN (SELECT LemmaID FROM Attributes WHERE AttrTypeID = 5 and
TextValue = '123')
```

Export records of client "987" from translation memory

```
Client='987'
```

Export records of client "987" from terminology database

Before you execute this command, you will have to verify what AttrTypeID "client" has in your terminology database. You can do that by opening the AttrTypes table within the terminology database with Microsoft Access. Look for the ID that represents client. In this example we assume that this code is 6, but this will not necessarily be the case for your database.

```
ID IN (SELECT LemmaID FROM Attributes WHERE AttrTypeID = 6 and
TextValue = '987')
```

Export records of client "987" and subject "123" from translation memory

```
Client='987' AND Subject='123'
```

Export records of client "987" and subject "123" from terminology database

Before you execute this command, you will have to verify what AttrTypeIDs "client" and "subject" have in your terminology database. You can do that by opening the AttrTypes table within the terminology database with Microsoft Access. Look for the IDs that represents client and subject. In this example we assume that the codes are 5 and 6, but this will not necessarily be the case for your database.

```
ID IN (SELECT LemmaID FROM Attributes WHERE AttrTypeID = 6 and
TextValue = '987') AND ID IN (SELECT LemmaID FROM Attributes
WHERE AttrTypeID = 5 and TextValue = '123')
```

Export translation memory records entered on or after December 21, 2002

```
ID IN (SELECT ID FROM Sentences WHERE Datestamp >= #12/21/
2002#)
```

Export terminology database records entered on or after December 21, 2002

```
ID IN (SELECT OrgLemmaID FROM Relations WHERE Datestamp >=
#12/21/2002#) OR ID IN (SELECT DstLemmaID FROM Relations WHERE
Datestamp >= #12/21/2002#)
```

Export translation memory records entered on December 21, 2002

```
ID IN (SELECT ID FROM Sentences WHERE Datestamp >= #12/21/
2002# AND Datestamp<#12/22/2002#)
```

Because the date field also contains a time value, you have to add lower and upper boundaries.

Export terminology database records entered on December 21, 2002

```
ID IN (SELECT OrgLemmaID FROM Relations WHERE Datestamp >=
#12/21/2002# AND Datestamp<#12/22/2002#) OR ID IN (SELECT
DstLemmaID FROM Relations WHERE Datestamp >= #12/21/2002# AND
Datestamp<#12/22/2002#)
```

Because the date field also contains a time value, you have to add lower and upper boundaries.

Export translation memory records entered between January 1, 2003, and January 31, 2003

```
ID IN (SELECT ID FROM Sentences WHERE Datestamp >= #1/1/2003#
AND Datestamp<#2/1/2003#)
```

Export terminology database records entered between January 1, 2003, and January 31, 2003

```
ID IN (SELECT OrgLemmaID FROM Relations WHERE Datestamp >= #1/
1/2003# AND Datestamp<#2/1/2003#) OR ID IN (SELECT DstLemmaID
FROM Relations WHERE Datestamp >= #1/1/2003# AND Datestamp<#2/
```

1/2003#)

Export translation memory records entered on December 21, 2002, between 12 pm and 3 pm

```
ID IN (SELECT ID FROM Sentences WHERE Datestamp >= #12/21/2002
11:00# AND Datestamp<#12/21/2002 15:00#)
```

Export terminology database records entered on December 21, 2002, between 12 pm and 3 pm

```
ID IN (SELECT OrgLemmaID FROM Relations WHERE Datestamp >=
#12/21/2002 11:00# AND Datestamp<#12/21/2002 15:00#) OR ID IN
(SELECT DstLemmaID FROM Relations WHERE Datestamp >= #12/21/
2002 11:00# AND Datestamp<#12/21/2002 15:00#)
```

Export all translation memory records in U.S. English starting with "ABC"

For a list of language and sublanguage codes, see "List of Language and Sublanguage Codes" on page 468.

```
ID IN (SELECT ID FROM Sentences WHERE Lang = 9 AND SubLang = 1
AND Sentence LIKE 'ABC*')
```

Export all terminology database records in U.S. English starting with "ABC"

For a list of language and sublanguage codes, see "List of Language and Sublanguage Codes" on page 468.

```
Lang=9 AND SubLang = 1 Lemma LIKE 'ABC*'
```

Export all terminology database records in U.S. English containing "ABC"

For a list of language and sublanguage codes, see "List of Language and Sublanguage Codes" on page 468.

```
ID IN (SELECT ID FROM Sentences WHERE Lang = 9 AND SubLang = 1
AND Sentence LIKE '*ABC*')
```

Export all terminology database records in U.S. English containing "ABC"

For a list of language and sublanguage codes, see "List of Language and Sublanguage Codes" on page 468.

```
Lang=9 AND SubLang = 1 Lemma LIKE '*ABC*'
```

Export all translation memory records from User "Joe"

```
ID IN (SELECT ID FROM Sentences WHERE UserNick = 'Joe')
```

Export all terminology database records from User "Joe"

```
ID IN (SELECT OrgLemmaID FROM Relations WHERE UserNick =
'Joe') OR ID IN (SELECT DstLemmaID FROM Relations WHERE User-
Nick = 'Joe')
```

List of Language and Sublanguage Codes

The following tables provide you with a list of codes for the languages and sublanguages used in Déjà Vu X Standard that can be used in filtering expressions.

For commands involving any field for which the language code is part of the field name (such as Status_xxxx or Target_xxxx) in projects, you will have to use a four- or five-digit language ID that follows this formula: (Sublanguage * 1024) + Language, i.e., Standard Spanish would be (1 * 1024) + 10 = 1034.

Language	Decimal Code
Afrikaans	54
Albanian	28
Amharic	94
Arabic	1
Armenian	43
Assamese	77
Azeri	44
Basque	45
Belarusian	35
Bengali	69
Bosnian	26
Bulgarian	2
Burmese	85
Catalan	3
Cherokee	92
Chinese	4
Croatian	26
Czech	5
Danish	6
Divehi	101
Dutch	19
Dzongkha	81
Edo	102
English	9
Estonian	37
Faeroese	56
Farsi	41

Language	Decimal Code
Filipino	100
Finnish	11
French	12
Frisian	98
Fulfulde	103
Gaelic	60
Galician	86
Georgian	55
German	7
Greek	8
Guarani	116
Gujarati	71
Hausa	104
Hawaiian	117
Hebrew	13
Hindi	57
Hungarian	14
Ibibio	105
Icelandic	15
Igbo	112
Indonesian	33
Inuktitut	93
Italian	16
Japanese	17
Kannada	75
Kanuri	113
Kashmiri	96
Kazakh	63
Khmer	83
Konkani	87
Korean	18
Kyrgyz	64
Lao	84
Latin	118
Latvian	38
Lithuanian	39
Macedonian	47
Malay	62
Malayalam	76

Language	Decimal Code
Maltese	58
Manipuri	88
Marathi	78
Moldavian	24
Mongolian	80
Nepali	97
Neutral	0
Norwegian	20
Oriya	72
Oromo	114
Papiamentu	121
Pashto	99
Polish	21
Portuguese	22
Punjabi	70
Rhaeto Romanic	23
Romanian	24
Russian	25
Sami	59
Sanskrit	79
Serbian	26
Sindhi	89
Sinhalese	91
Slovak	27
Slovenian	36
Somali	119
Sorbian	46
Spanish	10
Sutu	48
Swahili	65
Swedish	29
Syriac	90
Tajik	40
Tamazight	95
Tamil	73
Tatar	68
Telugu	74
Thai	30
Tibetan	81

Language	Decimal Code
Tigrigna	115
Tsonga	49
Tswana	50
Turkish	31
Turkmen	66
Ukrainian	34
Urdu	32
Uzbek	67
Venda	51
Vietnamese	42
Welsh	82
Xhosa	52
Yi	120
Yiddish	61
Yoruba	106
Zulu	53

Sublanguage	Decimal Code
Neutral	0
Default	1
Sys Default	2
Arabic Saudi Arabia	1
Arabic Iraq	2
Arabic Egypt	3
Arabic Libya	4
Arabic Algeria	5
Arabic Morocco	6
Arabic Tunisia	7
Arabic Oman	8
Arabic Yemen	9
Arabic Syria	10
Arabic Jordan	11
Arabic Lebanon	12
Arabic Kuwait	13
Arabic UAE	14
Arabic Bahrain	15
Arabic Qatar	16

Sublanguage	Decimal Code
Azeri Latin	1
Azeri Cyrillic	2
Bengali India	1
Bengali Bangladesh	2
Chinese Traditional	1
Chinese Simplified	2
Chinese Hong Kong	3
Chinese Singapore	4
Chinese Macau	5
Croatian Standard	1
Croatian Bosnia	4
Dutch Standard	1
Dutch Belgium	2
English United States	1
English United Kingdom	2
English Australia	3
English Canada	4
English New Zealand	5
English Ireland	6
English South Africa	7
English Jamaica	8
English Caribbean	9
English Belize	10
English Trinidad	11
English Zimbabwe	12
English Philippines	13
English Indonesia	14
English Hong Kong	15
English India	16
English Malaysia	17
English Singapore	18
French Standard	1
French Belgium	2
French Canada	3
French Switzerland	4
French Luxembourg	5
French Monaco	6
French West Indies	7
French Reunion	8

Sublanguage	Decimal Code
French Congo DRC	9
French Senegal	10
French Cameroon	11
French Cote D'Ivoire	12
French Mali	13
French Morocco	14
French Haiti	15
French North Africa	57
Gaelic Scotland	1
Gaelic Ireland	2
German Standard	1
German Switzerland	2
German Austria	3
German Luxembourg	4
German Liechtenstein	5
Greek Standard	1
Greek Alternative	2
Italian Standard	1
Italian Switzerland	2
Kashmiri Pakistan	1
Kashmiri South Asia	2
Korean Standard	1
Korean Johab	2
Lithuanian Standard	1
Lithuanian Classic	2
Malay Standard	1
Malay Brunei	2
Mongolian Cyrillic	1
Mongolian Mongolian	2
Nepali Nepal	1
Nepali India	2
Norwegian Bokmål	1
Norwegian Nynorsk	2
Portuguese Standard	2
Portuguese Brazil	1
Punjabi India	1
Punjabi Pakistan	2
Romanian Standard	1
Romanian Moldova	2

Sublanguage	Decimal Code
Russian Standard	1
Russian Moldova	2
Serbian Latin	2
Serbian Cyrillic	3
Sindhi India	1
Sindhi Pakistan	2
Spanish Standard	1
Spanish Mexico	2
Spanish Modern Sort	3
Spanish Guatemala	4
Spanish Costa Rica	5
Spanish Panama	6
Spanish Dominican Republic	7
Spanish Venezuela	8
Spanish Colombia	9
Spanish Peru	10
Spanish Argentina	11
Spanish Ecuador	12
Spanish Chile	13
Spanish Uruguay	14
Spanish Paraguay	15
Spanish Bolivia	16
Spanish El Salvador	17
Spanish Honduras	18
Spanish Nicaragua	19
Spanish Puerto Rico	20
Spanish United States	21
Spanish Latin America	57
Swedish Standard	1
Swedish Finland	2
Tamazight Berber	1
Tamazight Latin	2
Tigrigna Ethiopia	1
Tigrigna Eritrea	2
Tibetan Tibet	1
Tibetan Dzongkha	2
Urdu Standard	1
Urdu India	2
Uzbek Latin	1

Sublanguage	Decimal Code
Uzbek Cyrillic	2

Appendix

The Menu Commands and Toolbar Icons

Command Name	Keyboard Shortcut	Toolbar Icon	Action
File Menu			
New	Ctrl+N		Creates a project file, translation memory, terminology database, or SGML/XML filter.
Open	Ctrl+O		Opens an existing project file, translation memory, terminology database, or SGML/XML filter.
Close			Closes an open project file, translation memory, terminology database, or SGML/XML filter.
Import			Imports a satellite project, a lexicon, or and External View. It also gives access to the **Project Explorer**. *You cannot import a source file with this command.*
Export			Exports a Pack & Go project, an External View, a satellite project, a lexicon, a project-specific subset of the translation memories or terminology databases, or the completed translation project.

Command Name	Keyboard Shortcut	Toolbar Icon	Action
Exit	Alt+F4		Closes the application.
Edit Menu			
Undo	Ctrl+Z		Undoes an unlimited amount of actions.
Redo	Ctrl+Y		Redoes the previously undone action.
Cut	Ctrl+X -or- Shift+Del		Cuts the selected text and sends it to the clipboard.
Copy	Ctrl+C -or- Ctrl+Insert		Copies the selected text and sends it to the clipboard.
Paste	Ctrl+V -or- Shift+Insert		Pastes the content of the clipboard at the mouse insertion point.
Delete	DEL		Deletes the selected text.
Select All	Ctrl+Shift+A		Selects all text within one cell.
Find	Ctrl+F		Searches for a specified character string within the project or file.
Find Next	F3 -or- Shift+F4		Continues with the search for a specified character string within the project or file.
Replace	Ctrl+H		Replaces a specified character string with another specified character string.
Change Case	Shift+F3		Changes the case of the selected text.
Join Sentences	Ctrl+J		Joins the current segment with the next.

Command Name	Keyboard Shortcut	Toolbar Icon	Action
Split Sentences	Ctrl+I		Splits the current segment in two at the mouse insertion point.
See in Context	F6		Displays the source segment of the current selection in the original code view.
Insert Menu			
Populate> Current Language	Alt+F5		Copies all segments from source into empty target cells in current language.
Populate> Current Sentence	F5		Copies current source segment to target.
View Menu			
Project Explorer			Opens the **Project Explorer**.
File Navigator			Opens the **File Navigator**.
Toggle Sorting			Toggles the sorting order of the source segments from natural (the order in which they appear in the original) to alphabetical and vice versa. Selecting this command from with an open lexicon opens the **Sort Lexicon** dialog.
Translation Menu			
Pretranslate	Ctrl+p		Pretranslates the project in any one or all languages within the project or the current file.
Scan	Ctrl+S		Scans for matches for the current segment or selection in the translation memory(s).

Command Name	Keyboard Shortcut	Toolbar Icon	Action
Scan with Wildcards	Ctrl+Shift+S		Opens a windows that allows a scan for matches in the translation memory(s) with the help of wildcards.
Lookup	Ctrl+L		Looks for matches for the current segment or selection in the terminology database(s).
Lookup with Wildcards	Ctrl+Shift+L		Opens a windows that allows to look for matches in the terminology database(s)) with the help of wildcards.
Assemble	Ctrl+A		Assembles the current segment from portions out of the lexicon, the terminology database(s), and the translation memory(s).
Add Pair to Lexicon	F10		Adds current pair or current selection in source and target to the lexicon.
Add Pair to Translation Memory	F12		Adds current pair or current selection to the assigned translation memory.
Add Pair to Terminology Database	F11		Adds current pair or current selection in source and target to the assigned terminology database.
Find Next Terminology Mismatch	Ctrl+F7		Jumps to the next row with terminology inconsistencies between the translation in the project and the content in the lexicon and the memory and terminology databases.
Check Embedded Codes	Ctrl+Shift+F8		Checks for inconsistencies between the embedded codes in the source and target fields.

Command Name	Keyboard Shortcut	Toolbar Icon	Action
Fix Embedded Codes	Ctrl+F8		Inserts the embedded codes found in the current source sentence at the end of the current target sentence.
Propagate to Current File	Shift+F9		Propagates the translation of the current segment to all identical matches in the current file.
Propagate to All Files	Alt+Shift+F9		Propagates the translation of the current segment to all identical matches in the project.
Project Menu			
Properties			Opens the **Project Properties** dialog with access to general, languages, filters, user, and databases configuration options for the current project.
Add to Translation Memory	Alt+F12		Adds the current or all files and the current or all languages of the project to the assigned translation memory.
Find Duplicate Sentences			Opens the **Find Duplicate Sentences** dialog with options to detect duplicates in source and/or target sentences.
Unmark Duplicate Sentences			Unmarks any segments that were previously marked as duplicates.
Lexicon Menu			
Build Lexicon			Opens the **Build** dialog to generate a lexicon.
Remove Entries			Opens the **Remove lexicon rows** dialog to remove records from a lexicon.

Command Name	Keyboard Shortcut	Toolbar Icon	Action
Resolve with Translation Memory			Leverages the content from the associated translation memory to translate lexicon records.
Resolve with Terminology Database			Leverages the content from the associated terminology database to translate lexicon records.
Add Lexicon to Translation Memory			Opens the **Send to Translation Memory** dialog to send lexicon records to the associated translation memory.
Add Lexicon to Terminology Database			Opens the **Send to Translation Memory** dialog to send lexicon records to the associated terminology database.
Users Menu			
Login			Opens the **User Login** dialog to log in to the current project.
Logout			Logs the current user out of the current project. *You do not have to log out to log in under a different user name.*
Tools Menu			
Spelling	F7		Checks the spelling of the target in the current language in the current or all files.
Word Count	Ctrl+W		Opens the **Word Count** dialog with several options to count words and characters in the current or all files.
Character Map	Ctrl+K		Opens the Windows **Character Map**.

Command Name	Keyboard Shortcut	Toolbar Icon	Action
Options			Opens the **Options** dialog with access to general, delimitation, spelling, subject, client, AutoText and display options.
User Interface Language			Opens the **Select User Interface** dialog in which the language of the user interface can be switched.
Customize			Opens the **Customize** dialog with access to several options to customize the appearance of menus and toolbars.
Convert			Imports Déjà Vu 2 or 3 terminology databases and memory databases.
Compact			Compacts a project, satellite, translation memory, terminology database, or SGML/XML filter.
Repair			Repairs a project, satellite, translation memory, or terminology database.
Window Menu			
Next			Opens the next minimized window.
Previous			Opens the previous minimized window.
Close All			Closes all windows.
Tile Horizontally			Arranges document windows horizontally as non-over-lapping tiles.

Command Name	Keyboard Shortcut	Toolbar Icon	Action
Tile Vertically			Arranges document windows vertically as non-over-lapping tiles.
Cascade			Cascades document windows diagonally on the screen.
Arrange Icons			Arranges icons for minimized document windows at the bottom of the main window. If there is an open document window, some or all of the icons may not be visible because they will be underneath the open document window.
Help Menu			
Contents			Opens the HTML Help system.
Index			Opens the index of the HTML Help system.
Search			Opens the search feature of the HTML Help system.
About Deja Vu X			Displays Déjà Vu version and build information as well as copyright information.

Translation Memory-Specific Menu Commands

Command Name	Keyboard Shortcut	Toolbar Icon	Action
File Menu			
Import			Imports an external database in a variety of formats or opens the **Alignment Wizard** with access to Déjà Vu's alignment feature.
Export			Exports to an external database in a variety of formats and gives access to filtering functions.
Database Menu			
Properties			Opens the **Translation Memory Properties** dialog with access to general and user configuration options.

Terminology Database-Specific Menu Commands

Command Name	Keyboard Shortcut	Toolbar Icon	Action
File Menu			
Import			Imports an external glossary in a variety of formats.
Export			Exports to an external glossary in a variety of formats and gives access to filtering functions.
Database Menu			

Command Name	Keyboard Shortcut	Toolbar Icon	Action
Properties			Opens the **Terminology Database Properties** dialog with access to general, user, relations, attributes, and categories options.

SGML/XML Filter-Specific Menu Commands

Command Name	Keyboard Shortcut	Toolbar Icon	Action
File Menu			
Import			Imports an SGML or XML file or data from another SGML/XML filter file.
Edit Menu			
Delete All Tags and Attributes			Deletes all tags and attributes from the SGML/XML filter file.
Delete All Entities			Deletes all entities from the SGML/XML filter file.
Delete All Examples			Deletes all examples from the SGML/XML filter file.

The Keyboard Shortcuts

The following pages contain a complete list of keyboard shortcuts that are available by default within Déjà Vu X Standard. It is important to keep in mind, however, that all keyboard shortcut associations can be reconfigured. For more information on this, see "Keyboard Shortcuts" on page 19.

Command Name	Keyboard Shortcut
Open File	Ctrl-O

Command Name	Keyboard Shortcut
New File	Ctrl-N
Exit Déjà Vu X	Alt-F4
Help	F1
Copy	Ctrl-C or Ctrl-Ins
Copy All Codes	Alt-F8
Copy Next Code	F8 or Ctrl+D
Delete	Del
Delete Codes	Ctrl-Space
Delete Codes and Text	Ctrl-Space
Paste	Ctrl-V or Shift+Insert
Undo	Ctrl-Z
Redo	Ctrl-Y
Find	Ctrl-F
Find Next	F3 or Shift+F4
Replace	Ctrl-H
Select All	Ctrl-Shift-A
Pretranslate	Ctrl-P
Assemble	Ctrl-A
Scan	Ctrl-S
Scan with Wildcards	Ctrl-Shift-S
Lookup	Ctrl-L
Lookup with Wildcards	Ctrl-Shift-L
Check Embedded Codes	Ctrl-Shift-F8
Fix Embedded Codes	Ctrl-F8

Command Name	Keyboard Shortcut
Check for Multiple Exact Matches	Ctrl-F3
Check Terminology (Single Row)	Ctrl-Shift-T
Find Next Terminology Mismatch	Ctrl-F7
Change Case	Shift-F3
Expand AutoText entry	Ctrl-Shift-F3
Display Code	Shift-F6
Do Not Send to Translation Memory	Ctrl-Shift-D
Split Sentences	Ctrl-I
Join Sentences	Ctrl-J
Swap Current and Next Words	Ctrl-Shift-N
Swap Previous and Current Words	Ctrl-Shift-B
Lock/Unlock Rows	Ctrl-Shift-K
Pending	Ctrl-Shift-P
Reset Sentence Status	Ctrl-Shift-U
See in Context	F6
Character Map	Ctrl-K
Spelling	F7
Word Count	Ctrl-W
Go to the Beginning of Table	Ctrl-PgUp
Go to the End of Table	Ctrl-PgDn
Go to Next Row	Ctrl-DownArrow
Go to Next Row (Overwrite Propagated Rows)	Alt-Ctrl-DownArrow
Go to Next Untranslated Row	Alt-DownArrow
Go to Previous Row	Ctrl-UpArrow

Command Name	Keyboard Shortcut
Go to Previous Untranslated Row	Alt-UpArrow
Populate All Languages	Ctrl-Alt-F5
Populate Current Language	Alt-F5
Populate Current Sentence	F5
Populate Current Sentence (Insert)	Ctrl-F5
Propagate in Current File	F9
Propagate in Current File (Overwrite)	Shift-F9
Propagate to All Files	Alt-F9
Propagate to All Files (Overwrite)	Alt-Shift-F9
Delete Comment	Ctrl-Shift-M
Add Comment	Ctrl-M
Next Bookmark	F2
Previous Bookmark	Shift-F2
Toggle Bookmark	Ctrl-F2 or Ctrl+B
Add Pair to Lexicon	F10
Add Pair to Terminology Database	F11
Add Pair to Terminology Database (No Prompt)	Shift-F11
Add Pair to Translation Memory	F12
Add Project to Translation Memory	Alt-F12

Glossary

alignment

Alignment is the process by which existing ☞*source* and (translated) ☞*target* documents are matched up to build or add to a ☞*translation memory*.

alphabetic order

Refers to the order of ☞*source* ☞*sentence*s within a ☞*project file*. In alphabetic order, segments are sorted by alphabet, as opposed to the ☞*natural order*, where they are sorted according to their occurrence in the ☞*source* text.

antonym

A word with the opposite meaning (compare ☞*synonym*).

assemble

When ☞*scanning* does not find a ☞*match*, you can ask Déjà Vu X Standard to assemble a translation from smaller pieces found in the project ☞*lexicon*, ☞*terminology databases*, and the ☞*translation memories* (in this order if the similarity and other properties are equal).

attribute

In HTML, SGML, and XML, an attribute is a definition within a ☞*tag* that may or may not have to be translated. A well-known translatable example is the *alt* attribute within an <IMG> tag (<IMG alt="Atril Software" border=0 src="/atril.jpg">).

*lexicon*batch processes

Procedures that process many files simultaneously. This is one of the core competencies of Déjà Vu X Standard.

bookmarks

Déjà Vu X Standard allows you to set a bookmark to mark a position in a project so that you can later easily locate certain sentences.

case sensitive

The ability to distinguish between uppercase (capital) and lowercase (small) letters. Programs or features that distinguish between uppercase and lowercase are said to be case sensitive. For instance, if you enter *atril* to search for *Atril* in a case-sensitive feature, the program would not find it.

CAT

CAT (Computer-Aided Translation) is a term used to classify a wide variety of software tools that are employed to assist translators in their work, either in consistency, speed, or simply workload. Some definitions include machine translation tools in the CAT category, while others consider CAT to be exactly equivalent to translation memory tools.

comments

Comments are fields in the source or target row to which you can add comments or questions for your own or someone else's review.

date stamp

A date stamp in a database record is the field that defines the date on which the record was created or modified (compare ☞*time stamp*).

delimitation rules

Delimitation rules are the rules by which Déjà Vu X Standard determines how text in a specific language should be segmented. You can change or add default delimitation rules so that they correspond to your specific language and the style of the author of your source documents. The delimitation rules allow you to specify for each language what rules are to be used as well as the exceptions to these rules. You can access the delimitation rules by selecting **Tools>Options>Delimiters**.

delimiter

A punctuation character or group of characters that separates two pieces of data, or marks the beginning or end of a piece of data. Déjà Vu X Standard uses delimiters in defining ☞*delimitation rules* and in database import and export processes.

demo mode

You can work with Déjà Vu X Standard's demo mode, but with some restrictions that make it impossible to use in an actual production process.

dockable

Dockable windows are windows that align themselves with the edge of another interface element, usually a window or a pane. In Déjà Vu X Standard, dockable windows can be placed anywhere on the desktop. See also ☞*tool windows*.

Document window

A window that has to stay within the main window and is subject to the commands in the **Window** menu. In Déjà Vu X Standard this includes all the main grids, including ☞*project files*, ☞*terminology databases*, ☞*translation memories*, ☞*Pack & Go packages*, and ☞*SGML/XML filter*. See also ☞*tool window*.

dongle

Déjà Vu X Standard employs a hardware key that acts as a protection device. The dongle has to be connected to either your ☞*parallel port* or ☞*USB port* to fully activate the software.

DTD

Document Type Definition file used by SGML and XML to define mark-up languages.

EBMT

EBMT (Example-Based Machine Translation) is a relatively new technology aimed at combining both ☞*translation memory* and ☞*machine translation* paradigms by reusing previous translations and applying various degrees of linguistic knowledge to convert ☞*fuzzy matches* into ☞*perfect matches*.

embeddable tags

An embeddable tag in Déjà Vu X Standard's SGML/XML filter is a tag that can appear in the middle of a sentence which should not be split before or after this tag. For example, the `<B>` and `<I>` tags in HTML (which specify bold and italic attributes) are embeddable, while the `<P>` tag (which specifies a paragraph change) is not.

embedded code

When working with file types other than plain text, Déjà Vu X Standard only displays translatable text—everything else is hidden. However, in ☞*formats* such as HTML, FrameMaker, or Word, formatting information is often embedded within a ☞*sentence*, such as a particular word in bold, cursive, or small caps. Because Déjà Vu X Standard cannot automatically decide which formatting belongs to which word, it lets the translator decide where to place this formatting information. These are "embedded codes." If you have created a Déjà Vu X Standard project for HTML, for example, you will probably have noticed that many sentences contain embedded codes such as `{142}` or `{835}`.

exact match

An exact ☞*match* (also: *perfect match*) is the perfectly identical equal match of a stored ☞*source* ☞*sentence* in the translation memory (often ignoring any formatting information that may be stored with it) with the segment being sought.

extractable attributes

While most SGML attributes are not translatable, some may be translatable, and must therefore be extracted. For example, the `<IMG>` tag in HTML (which inserts an image into the text) has the `ALT="[alternate text for the image]"` attribute, which specifies the text to display if the browser cannot load the image. This text should be translated, so the attribute is extractable.

extractable text

Extractable text between tags refers to text between certain SGML/XML tags that should be extracted, i.e., translated, or not. Users have the option to define this property in Déjà Vu X Standard's SGML/XML filter.

File Navigator

In a project file, a small pane on the right of your screen that displays all the files in your project so you can easily switch from one file to the next.

format

Format is the term that is used to describe different file formats, such as Word, HTML, or FrameMaker.

format filters

Déjà Vu X Standard uses different rules to separate non-translatable code and translatable text for different ☞*formats*. These rules are sometimes referred to as format filters.

fuzzy match

A fuzzy match is a ☞*source* sentence that only partially matches the sentence being sought.

guaranteed match

A guaranteed match is an ☞*exact match* for which Déjà Vu X Standard has also checked that the surrounding sentences match, thus greatly increasing the likelihood of its accuracy.

hard return

A hard return, also called *carriage return* or *paragraph marker*, is an actual symbol inserted into text that separates one paragraph from the next, usually inserted by the Return or Enter key. In most programs you can view the hard return as the symbol "¶" (compare ☞*soft return*).

lemma

A word or phrase.

lexicon

The ☞*project file's* lexicon is an optional project-internal list of all the source language words or phrases present in the project—in other words, an index of all terms and phrases. Once you have translated this list, it will be used by Déjà Vu X Standard as the primary glossary for your project. You can build and manage the lexicon by selecting **Project>Lexicon**.

lookup

Refers to search processes in the ☞*terminology databases*. See also ☞*scan*.

machine translation

MT (machine translation, often called *automatic translation*) systems are those that use linguistic information about the languages being translated to automatically generate translations.

match

A match is a bilingual record of a sentence or term whose source is identical or similar to the ☞*source* in the ☞*project file*.

natural order

In Déjà Vu X Standard, the natural order refers to the original order of sentences in the ☞*source* document (compare ☞*alphabetic order*).

ODBC

Open DataBase Connectivity is a standard database access method developed by Microsoft Corporation. The goal of ODBC is to make it possible to access any data from any application, regardless of which database management system (DBMS) is handling the data. ODBC manages this by inserting a middle layer, a database driver, between an application and the DBMS. The purpose of this layer is to translate the application's data queries into commands that the DBMS understands. For this to work, both the application and the DBMS must be ODBC-compliant—that is, the application must be capable of issuing ODBC commands and the DBMS must be capable of responding to them.

parallel port

Also called *printer port*. An interface for connecting an external device such as a printer. On PCs, the parallel port uses a 25-pin connector and is used to connect printers, computers, and other devices. Déjà Vu X Standard connects a ☞*dongle* to the parallel or ☞*USB* port to activate the program.

pending

Déjà Vu X Standard allows you to mark questionable rows as pending so that you or someone else can come back at a later time to finish or review these rows.

perfect match

See ☞*exact match*.

populate

A process by which either a single sentence or all sentences of one language pair are copied over from ☞*source* to ☞*target* in the ☞*project file*. The populate commands are available from the **Insert** menu.

pretranslate

The process in Déjà Vu X Standard that allows you to ☞*batch* leverage the content of your databases—translation memory(s), terminology database(s), and (optionally) the lexicon—against your ☞*source* files.

primary window

A window type to which you can assign a distinct font. Includes the ☞*project files*, ☞*translation memories*, or ☞*terminology databases* (the primary windows). See also ☞*secondary window*.

Pack & Go packages

Pack & Go packages are highly compressed exports from project files that are ideal for the transmission of Déjà Vu X Standard data. The Pack & Go feature is available as a stand-alone feature for the transfer of complete projects, or as part of the satellite creation for the transfer of even smaller bilingual satellite projects.

Project Explorer

A Windows Explorer-like interface from which you can import, export, or delete any supported file or folder in and out of your project. The Explorer is also accessed from within the main Déjà Vu X Standard interface.

project file

Also called *translation file*. The .dvprj file that contains all ☞*source* files and the ☞*lexicon*, and in which all translation processes are performed.

propagate

The process by which Déjà Vu X Standard applies a translation to the same or similar sentences within the project file after you have translated a sentence. The propagate options are accessible through the **Translation** menu.

Properties window

A window with import-specific options that appears when selecting files for import in the ☞*Project Explorer*.

reflexive

One of the three most basic relationships in a relational database model (compare ☞*symmetric* and ☞*transitive*). A reflexive relationship is a relationship that is valid for itself. For example, a translation relation cannot be reflexive, because a term is usually not translated with the very same term. A synonym relation is reflexive, however, because every term is also a synonym of itself. An antonym by definition cannot be reflexive, because a term cannot be its own opposite.

regular expressions

Any legal combination of symbols that represents a value and that you can employ to communicate with certain features of an application. Each programming language and application has its own rules for what is legal and illegal. The scripting language that Déjà Vu X Standard uses is VBScript. For more information on VBScript, see the MSDN library at http://msdn.microsoft.com/library.

Rows Selector

The second of three record selectors in the ☞*selector row* in a ☞*project file*. You can use the rows selector to filter and display only certain kinds of rows, e.g., ☞*exact matches*, ☞*fuzzy matches*, ☞*pending* rows, etc.

satellite files

A satellite file is an export from a project file that contains only one source and one target language (as opposed to a full project file, which typically consists of the source language plus a number of target languages) with all the information needed by the translator. This information can exclude the formatting and image code, thus significantly reducing the file size and making it easier to transmit. A satellite file restricts the translator from performing any task that would have an effect on all the target languages, such as deleting files, splitting/joining rows, editing the source, or locking/unlocking rows.

scan

Refers to search processes in the translation memories. See also ☞*lookup*.

secondary window

A window type to which you can assign a distinct font. Includes the *AutoSearch*, ☞*lookup*, or ☞*scan* windows. See also ☞*primary window*.

security

Security settings define user roles with different levels of access in Déjà Vu X Standard. The three major different roles are project owner, administrator, and various levels of language users. Project owners have access to all possible functions, administrators do not have the ability to disable the project security features, and users have different levels of language-specific sets of rights.

segment

See ☞*sentence*.

selector row

The row with the three record selection fields on the top of a project file. See ☞*Text/Record Locator*, ☞*Rows Selector*, and ☞*Target Language Selector*.

sentence

Any segment that is delimited by either a punctuation mark (such as a full stop or a question mark) or by any other means of separation (such as the end of a paragraph, heading, or table cell).

SGML

SGML stands for the Standardized General Markup Language. It is the result of generalizing and then standardizing a number of Rich Text Formats (RTF) developed for word processing software on personal computers by the International Organization for Standardization (ISO) in 1986.

SGML is actually a metalanguage used to define mark-up languages. The definitions are called Document Type Definitions or DTDs.

SGML/XML filter

A file used when translating files that follow the ☞*SGML* definition. Because each SGML file or group of SGML files is unique, a unique filter must be created for each of them. You can do that by having Déjà Vu X Standard either analyze the SGML files or read the ☞*DTD* file.

soft return

A marker that forces a line break without starting a new paragraph, usually inserted by a key combination such as Shift+Enter (compare ☞*hard return*).

source

Refers to the language or sentence that is being translated. See also ☞*target*.

SQL

Structured Query Language is the most commonly used language to communicate with databases.

symmetric

One of the three most basic relationships in a relational database model (compare ☞*reflexive* and ☞*transitive*). In a symmetric relationship, the relationship of A to B is also true of B to A. This is the classical translation relationship: if term A is the translation of term B, then term B is also the translation of term A. Synonym and antonym relations are symmetric relationships as well.

synonym

A word with the same or similar meaning (compare ☞*antonym*)

tag

A tag is an element in ☞*SGML*, ☞*XML*, or HTML that allows for the structuring of the content, page layout, text formatting, insertion of images, etc. Tags are typically enclosed in <angled brackets>. Internal tags, such as the <b>bold<\b> tag, are embedded in segments, whereas external tags, such as the <p>paragraph<\p> tag, are located outside sentences.

target

The target language or sentence in which the translation is being conducted. See also ☞*source*.

Target Language Selector

The third of three record selectors in the ☞*selector row* in a ☞*project file*. You can use the selector to switch between the different ☞*target* languages that you may have in your project.

templates

Files in XML format with the extension .dvtdt (Déjà Vu terminology database template) that are located in the `\Templates` folder within your Déjà Vu X Standard installation directory (by default `C:\Program Files\Atril\Deja Vu X\Templates` on an English Windows installation). These files define what kind of relations, attributes, and categories your terminology database will have.

terminology database

Multilingual files that contain pairs of terms or short expressions (source and target) which you have added. Each pair is associated by additional information that is freely configurable.

Text/Record Locator

The first of three record selectors in the ☞*selector row* in a ☞*project file*. You can use the selector to enter the number of the project line you would like to jump to (in the ☞*natural order*), or any combination of letters at the beginning of the row that you would like to jump to (in ☞*alphabetic order*).

TMX

Translation Memory eXchange is an XML-based standard for data exchange between memory databases.

tool window

Windows that are freely ☞*dockable*, i.e., that can be placed anywhere outside the main window on your desktop and be subject to the standard docking features. In Déjà Vu X Standard, these windows include the ☞*File Navigator*, the ☞*Properties window*, or any of the toolbars. See also ☞*Document window*.

time stamp

A time stamp in a database record is the field that defines at what time the record was created or modified (compare ☞*date stamp*).

transitive

One of the three most basic relationships in a relational database model (compare ☞*symmetric* and ☞*reflexive*). In a transitive relationship, the relationship from A to B and A to C is the same as that of B to C. Translations from language A to B are not transitive (the German translation of the English term "file" can be either "Datei" or "Akte"; however, "Datei" is not the translation of "Akte"), nor are synonyms (though "square" is the synonym for both "four-sided figure" and "plaza," "plaza" is not a synonym for "four-sided figure") or—by the same logic—antonyms.

translation memory

The files that store all previously translated segments (sentences, headings, cell content, bullet points, etc.) in source and target. This file is multilingual, i.e., it can have several target languages.

wildcard

A special symbol that stands for one or more characters. Used to widen the scope of searches in ☞*scan* processes.

XML

XML—eXtensible Markup Language—has been developed by the World Wide Web Consortium as an alternative to HTML, which was not sophisticated enough for the creation of interactive content, and SGML, which proved to be too complex for web applications. Much like SGML, XML is a metalanguage to enable users to create their own markups in Document Type Definition (DTD) files.

Unicode

A standard for representing characters as integers. Because it is possible to represent all characters of all known languages with Unicode, there is no need for different character sets between languages anymore. Déjà Vu X Standard deals with two different Unicode encoding schemes, UTF-8 and UTF-16.

UTF-8 is an 8-bit encoding scheme. Most characters from Western-language alphabets are all encoded using a single byte, whereas characters for other languages are encoded using 2, 3, or even 4 bytes. UTF-8 therefore produces compact documents for Western languages, but for other languages, documents tend to be half as large as they would be if they used UTF-16.

UTF-16, a 16-bit encoding scheme, is large enough to encode all the characters from all the alphabets in the world. It uses 16-bits for most characters, but includes 32-bit characters for ideogram-based languages like Chinese. A Western-language document that uses UTF-16 will be twice as large as the same document encoded using UTF-8. But documents written in most Asian languages will be far smaller using UTF-16.

USB

Universal Serial Bus is an external bus standard that supports data transfer rates of 12 Mbps. A single USB port can be used to connect up to 127 peripheral devices, such as mice, modems, keyboards, and ☞*dongles*.

Glossary

Index

Index