

# Localizing Terminologie into Croatian

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Dvopredmetni sveučilišni diplomski studij engleskog jezika i književnosti –  
prevoditeljski smjer i pedagogije

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**Lokalizacija *Terminologuea* na hrvatski jezik**

Diplomski rad

Mentorica: prof. dr. sc. Marija Omazić

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## IZJAVA

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U Osijeku, 31. kolovoza 2023.

  
ime i prezime studenta, JMBAG

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## ABSTRACT

Localisation refers to the process of adapting products, content, or services to suit specific cultural, linguistic, and regional preferences. It involves tailoring elements such as language, imagery, formats, and functionalities to resonate effectively with target audiences. Often utilized in software, marketing, and multimedia, localisation ensures a seamless user experience and fosters global engagement. By embracing local nuances, idioms, and norms, businesses enhance accessibility and relevance, bolstering their international reach and building meaningful connections. Successful localisation transcends linguistic translation, embodying a comprehensive understanding and appreciation of diverse communities.

The project of localising the *Terminologue* terminology management tool from English into Croatian encompassed diverse challenges, chiefly centered on terminological coherence and uniformity in the final text. Collating numerous student translations and versions into a cohesive draft posed obstacles, though diligent revisions rectified inconsistencies. The new experience with website localisation expanded horizons, showcasing students' translation and organizational skills. Negotiating contextual complexities, especially within string files, demanded collective decision-making, while teamwork mitigated burnout risks. Interaction with remote Irish developers extended the project, honing remote collaboration skills. The student's multifaceted role, i.e., translation, revision, and project management, proved demanding but ultimately gratifying with mentoring and peer support.

**Key words:** localisation, website localisation, translation, *Terminologue*, revision

## SAŽETAK

Lokalizacija se odnosi na proces prilagodbe proizvoda, sadržaja ili usluga kako bi odgovarali određenim kulturnim, jezičnim i regionalnim preferencijama. Uključuje prilagodbu elemenata poput jezika, slika, formata i funkcionalnosti kako bi djelovali učinkovito prema ciljnoj publici. Često se koristi u programiranju, marketingu i multimediji te osigurava besprijekorno korisničko iskustvo i potiče globalno angažiranje. Prihvatanjem lokalnih nijansi, idioma i normi, tvrtke poboljšavaju pristupačnost i relevantnost, čime se širi doseg i uspostavljaju značajne veze. Uspješna lokalizacija širi je pojam od lingvističkog prijevoda te uključuje sveobuhvatno razumijevanje i uvažavanje različitih zajednica.

Projekt lokalizacije internetskih stranica terminološkog alata *Terminologue* s engleskog na hrvatski jezik obuhvatio je različite izazove, uglavnom usmjerene na koherentnost terminologije i jednodobnost u ciljnom tekstu. Spajanje brojnih studentskih prijevoda i verzija u koherentnu cjelinu predstavljalo je prepreke, no temeljite lekture i redakture ispravile su neusklađenosti. Novo iskustvo s lokalizacijom web stranica proširilo je horizonte, prikazujući prevoditeljske i organizacijske vještine studenata. Rješavanje kontekstualnih kompleksnosti, posebno unutar nizova teksta, zahtijevalo je kolektivno donošenje odluka, dok je timski rad ublažio rizike izgaranja. Interakcija s udaljenim irskim programerima produžila je trajanje projekta, unaprjeđujući vještine udaljene suradnje. Višestrana uloga studenata - prijevod, revizija i upravljanje projektom - pokazala se izazovnom, ali naposljetku ispunjavajućom uz podršku ostalih sudionika.

**Ključne riječi:** lokalizacija, lokalizacija web stranica, prevođenje, *Terminologue*, lektura, redaktura

## 1. INTRODUCTION

Localisation is a relatively new field in translation, around three decades old, which primarily owes its progress and development to modern digitization and technology. Localisation can be defined as a process in which a general, global product is adapted to the requirements of a certain locale, i.e., a location consisting of unique cultural and linguistic content.

The localisation process is an integral part of an over-arching procedure commonly known as GILT, which is an acronym standing for “globalisation, internationalisation, localisation, and translation”. It adds internationalisation and globalisation to localisation and translation for the purposes of product marketing and the culture in which the product was created.

It is important to point out that the product that needs to be adapted is not necessarily a tangible object but, in this case, refers to virtual creations, such as an application, a website, or a computer game. This is the focus area of this thesis, more precisely, the analysis and case study of the localisation process of *Terminologue*, a terminology management tool, into Croatian.

Statistics on localisation also indicate the importance and necessity of the process for a variety of languages and cultures. According to the LISA data from 2010 (from Ardelean, 2014), in cases where English is the source language of the product, French is the most common target language, with a percentage of around 35%, followed by German and Spanish with approximately 25% of frequency, Japanese with more than 20%, as well as Italian, Portuguese, Swedish, and other European languages. Furthermore, 75% of online consumers demand finding and reading information in their language if possible, and around 56% do not mind paying more for that possibility (DePalma et al., 2006, in Lakó, 2014).

The idea for this to be the topic of my thesis arose from an interesting translation and localisation project that my colleagues from Translation Studies and I gladly agreed to participate in, in cooperation with the creators of *Terminologue*, the Gaois Research Group in Fiontar & Scoil na Gaeilge from Dublin, Ireland.

The overall process we engaged in, from organising activities and obligations of students, the translation process, some common issues that appear during that process, to several revisions, final touches, and the release of the completed content presented great potential for an interesting analysis

and case study that could prove to be useful and educational for future similar projects of the translation and localisation of virtual content from English to Croatian.

## **2. THEORY OF LOCALISATION**

### **2.1. History of localisation**

Localisation is a relatively young phenomenon in translation. It was in the 1980s when localisation first appeared for the purposes of adapting Microsoft PC programmes for the non-English speaking population (Ardelean, 2014). Therefore, the initial reasons for localisation were mainly of an economic nature (Jimenez-Crespo, 2013). As software and programming developed more and more, localisation reached its breakthrough and facilitated the transfer from English to other widespread European languages, such as Spanish, German, and French (Ardelean, 2014).

However, there is also a belief that localisation is a separate phenomenon, arising from the new interdisciplinary needs of modern society (Esselink, 2000). In other words, linguists are required to possess IT skills, while IT experts need to improve their language skills to perform their jobs successfully (Družin, 2022).

The theoretical background of the translation discipline in general is also very important in this regard. In the 1960s, when the scientific definition of translation was initiated, translation was widely accepted as merely an exchange of phrases in the source language with the equivalent in the target language (Munday, 2008). In opposition to that belief, two main translation theories were developed: the “skopos” theory and the descriptive translation theory (Munday, 2008). “Skopos” is a Greek word for “purpose”; therefore, the “skopos” theory, as well as the descriptive translation theory, emphasize the type and purpose of the text as well as the target audience in the proper translation process, and not just equivalence (Munday, 2008). Furthermore, the cultural aspect gained importance around the 1990s, when the focus shifted to the culture of the target audience (Munday, 2008). This was directly related to the very nature of localisation, and the quality of the process greatly depended on respecting the new approach to translation in general.

## **2.2. Localisation, locale, and GILT**

Before the analysis and the presentation of the case study, it is necessary to define key terms of this topic, the most important of which are contained within a single acronym – GILT.

GILT, a common term for “globalisation, internationalisation, localisation, and translation”, is paramount in successfully adapting a product to the desired locale. Globalisation (abbreviation: G11N) is the process of creating worldwide popularity and impact (Baloiu, 2023). Further, internationalisation (abbreviation: I18N) entails “the design and development of a product, application or document content that enables easy [localisation] for target audiences that vary in culture, region, or language” (Baloiu, 2023, Section: The Definition of Globalization, Internationalization, Localization, and Translation (GILT)). In addition, localisation (abbreviation: L10N) can be defined as the “linguistic adaptation of content for the target region, its languages, and cultural particularities in order to make it appropriate, easily understandable, and comfortable to use for local native language speakers” (Baloiu, 2023, Section: The Definition of Globalization, Internationalization, Localization, and Translation (GILT)). Finally, translation (abbreviation: T9N) is the process of translating the source text into the target text (Baloiu, 2023). The image below may illustrate the relationship of these four constituents:



*Figure 1: Globalisation, internationalisation, localisation, and translation in relation to each other<sup>1</sup>*

As mentioned before, a specific locale must be considered when localising a website or a similar virtual space. Locale is a mix of culture, language, and geographical position (Jimenez-Crespo, 2013). A typical example of adapting to a locale would be changing the 24-hour format common in European countries to a 12-hour format most widely used in the USA. Even though this may seem trivial when considering a product as a whole, time and date formats, logotypes, symbols, and many other aspects of an electronic piece of content are dependent on specific norms, traditions, customs, and culture of the locale for which the process of localisation is carried out.

Ardelean (2014) points out several issues regarding implementing and using the GILT process, especially in the digital environment. It appears that linguistics and translation studies are struggling to keep up with the ever-changing and constantly developing vocabulary and nuances when it comes to novelties in technology and digital media (Ardelean, 2014). She further elaborates that “the specific features of web communication (unlimited freedom of expression) are bound to hinder academic

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<sup>1</sup> <https://www.linkedin.com/pulse/difference-between-g11n-i18n-t9n-l10n-satish-singh/>

efforts” (Ardelean, 2014:3). In other words, the so-called Netspeak is evolving so quickly that it is often difficult to standardize and put these vocabulary shifts under reasonable control. Therefore, the efforts to continuously globalise, internationalise, and localise such abundant content emerging practically every day can be challenging.

Furthermore, a common misconception is using translation and localisation interchangeably. Localisation “is not a simple way of rendering information into a different language, but rather a complex cross-cultural communication tool” (Ardelean, 2014:12). Additionally, while text translation certainly can be and is a unique challenge in its own right, when it comes to dealing with complex terminology and wording, localisation often poses a different problem due to a vast number of so-called strings, i.e., segments usually standing on their own, without much context around them or additional explanation to help the translator. This has also proved to be an issue multiple times during the *Terminologie* localisation process, which will be addressed later.

The usage of the Internet has become and is becoming more and more diverse, ranging from job searching and communicating via e-mail to shopping online. This has caught the eye of advertisers who use the opportunity to their benefit and place ads all over the online space. However, for such a wide audience to understand the content of advertisements, localisation is greatly needed. It is also a way for the developers and owners of companies to approach their clients more easily.<sup>2</sup>

In addition, localisation must not be “an afterthought, but rather an essential business process for going global” (Ciklopea, 2018, para 2). In other words, localisation needs to be continuous, as opposed to a more traditional approach of one-off localisation.<sup>3</sup>

It is also important to mention that, for the localisation result to be successful, the source text needs to be modified to adapt to other target audiences (Lakó, 2014). If that criterion is fulfilled, translating and localising such content will be much easier. “Clear and full phrases, simple, active-voice sentences, if the genre allows it, are the most efficient both from the perspective of localization and translation, on the one hand, and from the perspective of marketing on the other” (Lakó, 2014:30).

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<sup>2</sup> <https://ciklopea.com/blog/localization/world-uses-internet-localization/>

<sup>3</sup> <https://ciklopea.com/blog/localization/continuous-localization-a-bridge-between-development-and-translation/>



### **2.3. Types of websites**

According to Ardelean (2014, Schewe, 2001), there are three types of websites: monolingual, bilingual, and multilingual. Others, such as Singh and Pereira (2005, from Ardelean, 2014) classify websites into five categories listed below, which are based on their local or global recognition:

1. Standardised websites “have unique structure for all those who are accessing it and no translated variant is available. These are the sites of companies whose activities take place locally and whose data are addressed to local demographics” (Ardelean, 2014:21).
2. Semi-localised websites are a mix of information recognisable to a large audience but are monolingual (Ardelean, 2014).
3. Localised websites have an entirely translated variation for each language, but still retain recognisable brand features (Ardelean, 2014). This usually includes websites for certain tools, machines, or equipment (Ardelean, 2014).
4. With highly localised websites, the impact of translation is prominent and country specificities are considered (Ardelean, 2014).
5. The last category are culturally customised websites, “which are entirely adapted to suit the users in a different country or region, both linguistically and culturally” (Ardelean, 2014:22).

Another classification of websites worth mentioning is Pierini’s (2007, from Ethelb, 2019), who divides them based on their purpose into informational, promotional, and commercial. The categories are quite self-explanatory: informational websites contain information on various topics, promotional websites promote particular products and contain advertisements, while commercial websites serve as platforms for different online customer services or products (Ethelb, 2019). Certain websites may have only one of those purposes, while others can have all three of them (Ethelb, 2019).

## **2.4. Waterfall and agile localisation**

According to Kabát (2023), there are two types of localisation: waterfall and agile localisation. The waterfall is a traditional localisation concept consisting of two approaches (Kabát, 2023). The first approach is post-release, the type of localisation that occurs after the product is released, which can often lead to delays and time-consuming processes (Kabát, 2023). The second one is called string freeze, during which the strings that need to be translated are locked in until localisation is finished (Kabát, 2023). This may save more time, but software developers must manually search for the changes in the code (Kabát, 2023).

On the other hand, agile localisation applies a strategy where localisation “is not only an afterthought to software development” (Ressin, Abdelnour-Nocera, and Smith, 2011, from Kabát, 2023:132). Instead, it is a part of the product development and co-occurs with it (Kabát, 2023).

Such processes have more benefits than waterfall localisation, such as respecting the due date, accomplishing all objectives, more revenue for companies, etc. (Kabát, 2023). However, this approach can pose several challenges, including the lack of context as the process is conducted simultaneously with the source text development, possible time zone difficulties which may hinder the process further, and source text fragmentation (Kabát, 2023). Nevertheless, with two-way communication and cooperation between participants and enough resources provided to the translator, agile localisation can be immensely successful for everyone (Kabát, 2023).

## **2.5. Localisation in practice**

When it comes to localisation in practice, it can be divided into four main categories: software, website, games localisation, and localisation of mobile applications (Ardelean, 2014).

### **2.5.1. Software localisation**

Sandrini states that software can be defined as “all non-material components of an electronic system, which can be software such as operating systems, compilers, hardware drivers, utilities and testing

tools on one hand and application software such as databases, image manipulation, office application suites, desktop publishing, games, etc. on the other” (2008:3). The translatable content in the process of localisation takes the form of previously mentioned strings, menu entries, dialogue boxes, etc. (Sandrini, 2008).

In addition, when localising software, it is of utmost importance to separate the localisable parts from the program code so that the proper functioning of the software is maintained (Sandrini, 2008).

Some localisation tools are also especially useful for software localisation, such as Passolo, Alchemy Catalyst, Language localizator, Multilizer, RC-WinTrans, Visual Localize, etc. (Sandrini, 2008).

Software localisation can be considered a sort of decoding of the source product, which can sometimes be tricky to achieve. The translator dealing with software localisation often struggles with offering the best and most logical solutions for isolated strings and segments provided to them (Ardelean, 2014). Even though the HTML format may be helpful as it represents the full source text, it still does not facilitate the process of adapting the target text to target users, nor does it offer additional information and use of a certain product (Ardelean, 2014). This is why it is again important to emphasise the cooperation and communication between all stakeholders in the localisation process, especially programmers and IT experts, with the translator, to ensure full comprehension and understanding of the source product.

### 2.5.2. Website localisation

Since a large portion of everyday life and business occurs online, business owners increasingly need to create and maintain a website for their services. Further, website localisation is necessary if the business aims to globalise and internationalise its goods and services. Apart from reducing costs, the localisation process offers automatization and optimization, saving time and effort, which is why it is a flourishing business strategy.<sup>4</sup>

Even though software and website localisation may seem equal in many respects, the two processes can differ significantly. Website localisation can be defined as the “packaging of translation services with technical services that ensure the proper functioning of the translated sites” (van der Meer,

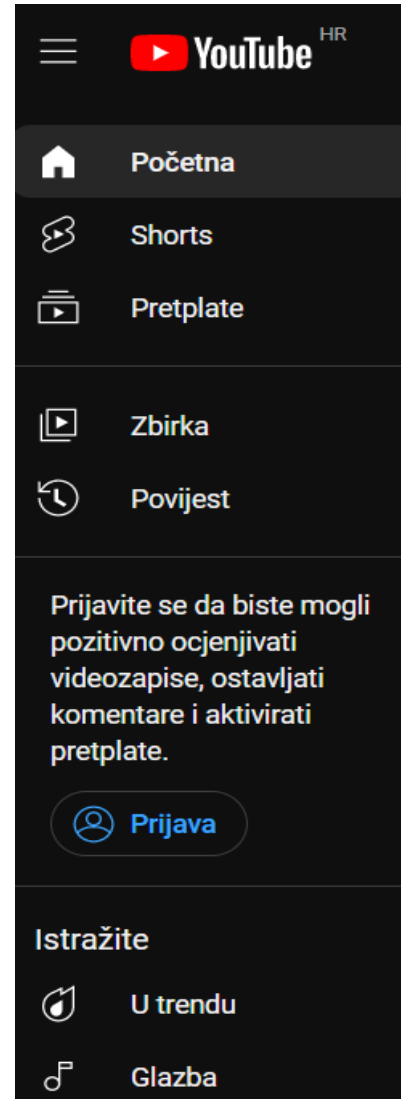
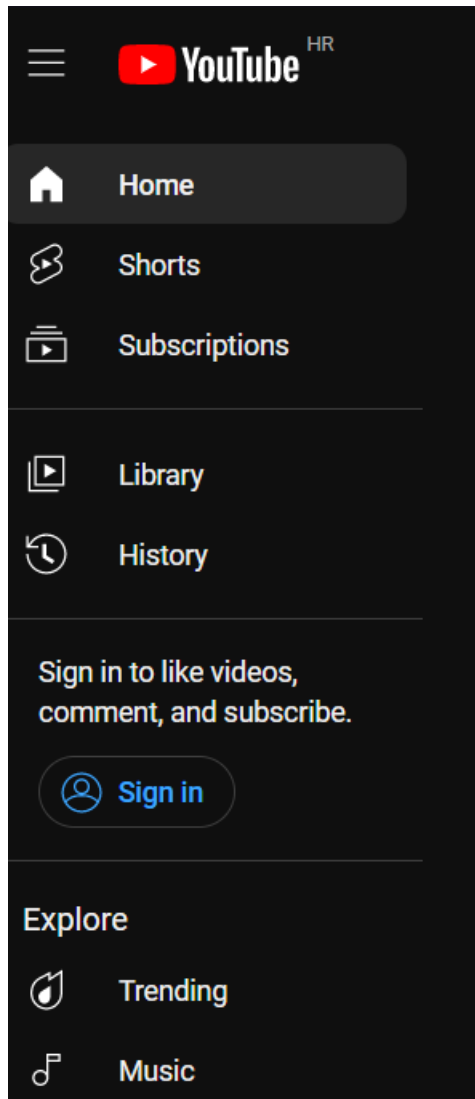
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<sup>4</sup> <https://ciklopea.com/blog/localization/website-localization-why-is-it-important-and-how-to-do-it-painlessly/>

2002:10, from Sandrini, 2008:8). It is necessary to localise a website in such a way that the target audience can access and use it with ease, while also keeping in mind the cultural aspect (Sandrini, 2008).

Before initiating the localisation process of a website, the companies or individuals who own it should always test the market and the size of the target audience that speaks a particular language (Ardelean, 2014). This is important because they need to estimate the necessity and demand for localisation into that language.

According to Ardelean (2014), a website has both textual and non-textual parts. YouTube, one of the most popular platforms in the world, has been taken as an example in Figures 2 and 3:



*Figure 2 and 3: Textual segments of YouTube in English and Croatian<sup>5</sup>*

The first and most apparent textual element is the name of the website, in this case, YouTube, which can be left in the original or translated/transcreated, depending on the name itself (Ardelean, 2014). The second element is the menu, containing different sections of the website, such as Home (Croatian: Početna), Subscriptions (Croatian: Pretplate), Trending (Croatian: U trendu), etc. Furthermore, hyperlinks are a separate form of textual segments (Ardelean, 2014). They are highlighted keywords or phrases that lead the user to other useful parts of the website, as in the case below (Ardelean, 2014):

<sup>5</sup> <https://www.youtube.com>

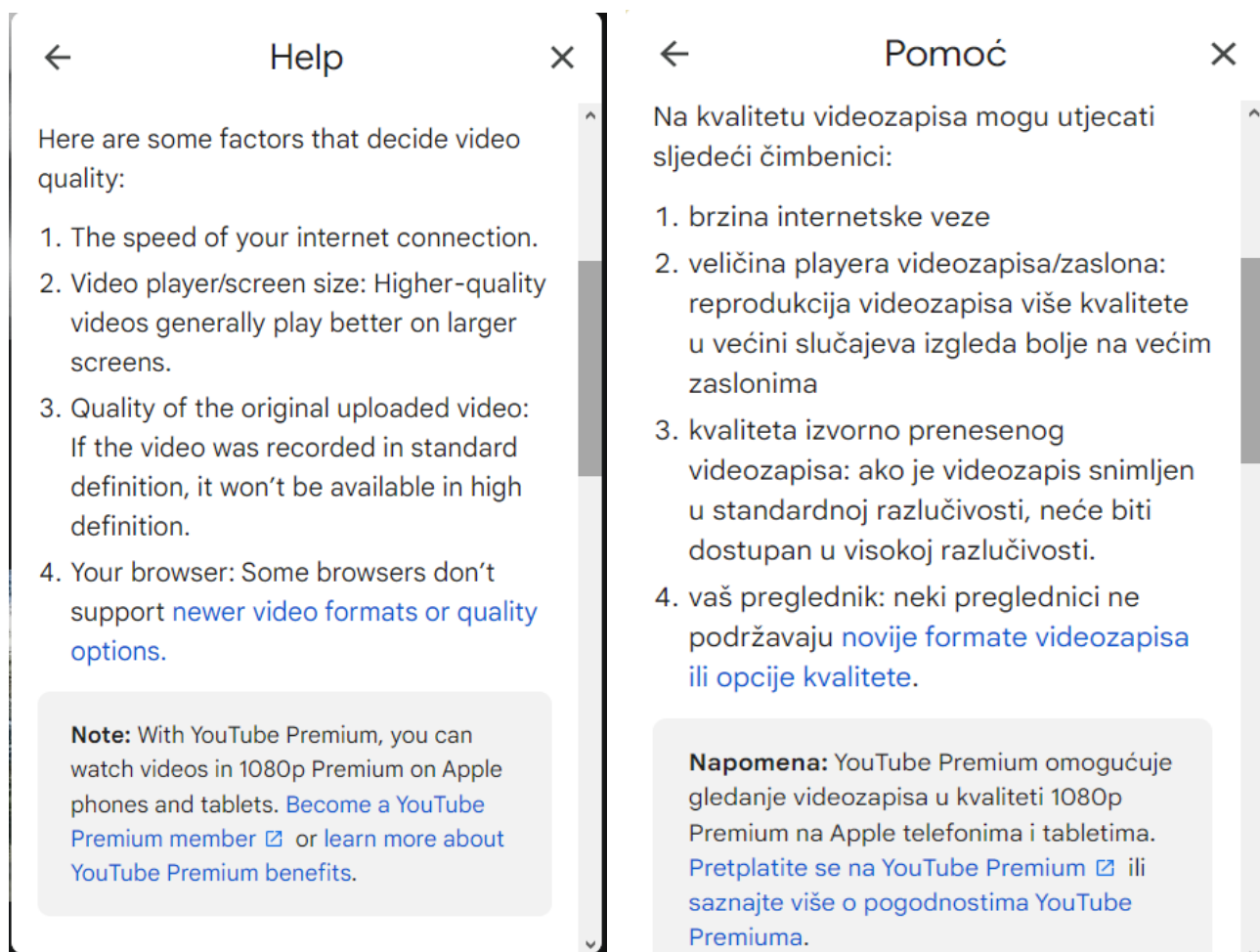


Figure 4 and 5: Hyperlinks on YouTube in English and Croatian<sup>6</sup>

Of course, the main text is the largest portion of textuality on the website. Depending on the website's purpose, it can appear in various forms and lengths (Ardelean, 2014). Although YouTube is predominantly image and video-oriented, it also contains various articles in the Help or Terms menus containing the main text and hyperlinks.

Regarding non-textual website segments, this is closely connected to the cultural aspect of localisation, which will be further discussed in the paragraph “Focus on culture in localisation”.

The localisation of a website “poses some of the most significant technical, linguistic and cultural challenges, since a website is technology-based and interactive, with text continually changing, and users are heavily influenced in their judgments about companies by their interactions with a

<sup>6</sup> <https://www.youtube.com>

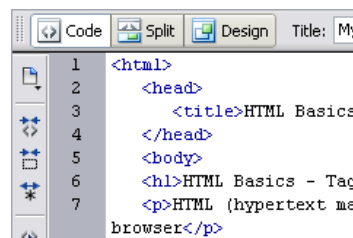
company's website" (Maroto and de Bortoli, 2001:3; from Ardelean, 2014:42). It is also essential to adapt the language style to the target audience (Ardelean, 2014). For example, if the website is primarily intended for the younger generations, colloquial and Netspeak language is acceptable, while a more official tone should be preferred if the audience is mixed or predominantly of adult age (Ardelean, 2014).

Sandrini (2008) lists three types of website content according to their changeability and durability:

1. Static information, which consists of various records, laws, historical biographies, hardware and software documentation, etc.
2. Dynamic information, i.e., date, time, prices, rates of the stock exchange, and
3. Semi-dynamic information, referring to the employees, their current biographies, and so on.

In localisation, static information is the easiest to manage and translate, while dynamic data may be challenging to localise efficiently as constant modification would be required (Sandrini, 2008).

Regarding the technical aspect of website localisation, the HTML format, i.e., the Hypertext Markup Language is the most utilised for websites (Sandrini, 2008). It is "a relatively simple file format which is used to mark up text elements either to assign them a layout or to give them a certain meaning" (Sandrini, 2008, 20). Moreover, Niederst Robbins (2012) states that HTML enables defining various elements that make up a website, such as headings, paragraphs, divisions, emphasised text, and hyperlinks. It consists of tags that form the website's structure and instruct the search engines on how to represent the content (Družin, 2022). HTML elements have a start and end tag between which the content is located. The figure below depicts the structure of an HTML element:

A screenshot of a code editor window. The window has a title bar with 'Code', 'Split', 'Design', and 'Title: My'. The editor shows a list of HTML tags on the left and their corresponding code on the right. The code is as follows:

```
1 <html>
2 <head>
3 <title>HTML Basics
4 </head>
5 <body>
6 <h1>HTML Basics - Tag
7 <p>HTML (hypertext ma
browser</p>
```

Figure 6: HTML tags<sup>7</sup>

<sup>7</sup> <http://www.geekinspired.com/internet/html-basics-tags-for-beginners/>

## 2.6. CAT tools and machine translation in website localisation

CAT tools are often a translator's best friend and assistant in localisation. They usually integrate terminology, grammar and spelling check tools, and dictionaries.

Several types of CAT tools can be used in localisation. The tools for localisation project management are intended for project managers to track the progress of the projects and the translators assigned to them (Družin, 2022). Lokalise, Crowdin, and Phrase are examples of such tools. Below are their interfaces:

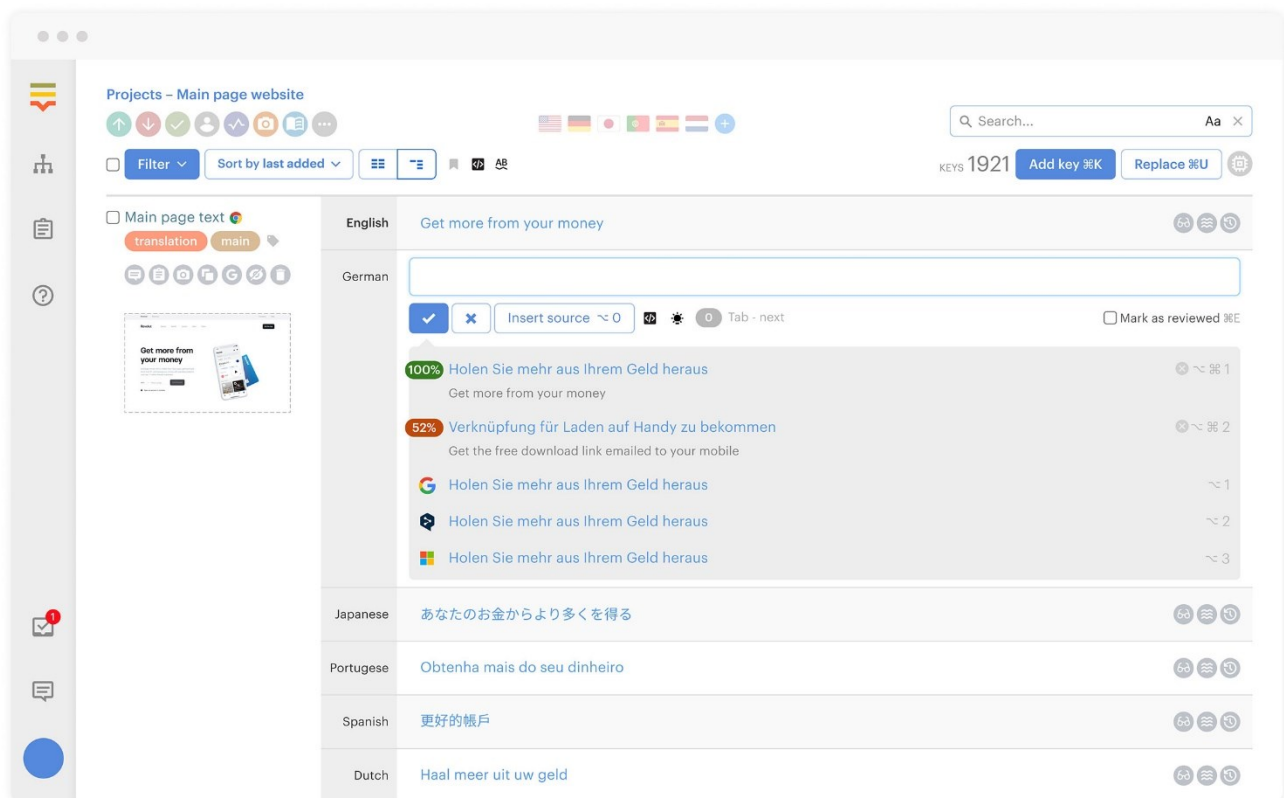


Figure 7: Lokalise interface<sup>8</sup>

<sup>8</sup> [https://techcrunch.com/2020/09/06/lokalise-raises-6-million-to-make-it-easier-to-localize-your-product/?guccounter=1&guce\\_referrer=aHR0cHM6Ly93d3cuZ29vZ2xlLmNvbS8&guce\\_referrer\\_sig=AQAAAJCJPT\\_A\\_Y3hfG80jJppMTkhKqfBJOxp1\\_Hs25QOS3bcrJc4kWB-KvQJh-up68P5P6f941YDe0RBLidkD4yGzeS4Cr1MpEi10EiH2nAKL2XjuL9M99NIHMpdk8TckYuRt\\_xFvkVDDhw9SXnmUd4WQEIazFO45iu5ZjQy7bTKL4n](https://techcrunch.com/2020/09/06/lokalise-raises-6-million-to-make-it-easier-to-localize-your-product/?guccounter=1&guce_referrer=aHR0cHM6Ly93d3cuZ29vZ2xlLmNvbS8&guce_referrer_sig=AQAAAJCJPT_A_Y3hfG80jJppMTkhKqfBJOxp1_Hs25QOS3bcrJc4kWB-KvQJh-up68P5P6f941YDe0RBLidkD4yGzeS4Cr1MpEi10EiH2nAKL2XjuL9M99NIHMpdk8TckYuRt_xFvkVDDhw9SXnmUd4WQEIazFO45iu5ZjQy7bTKL4n)



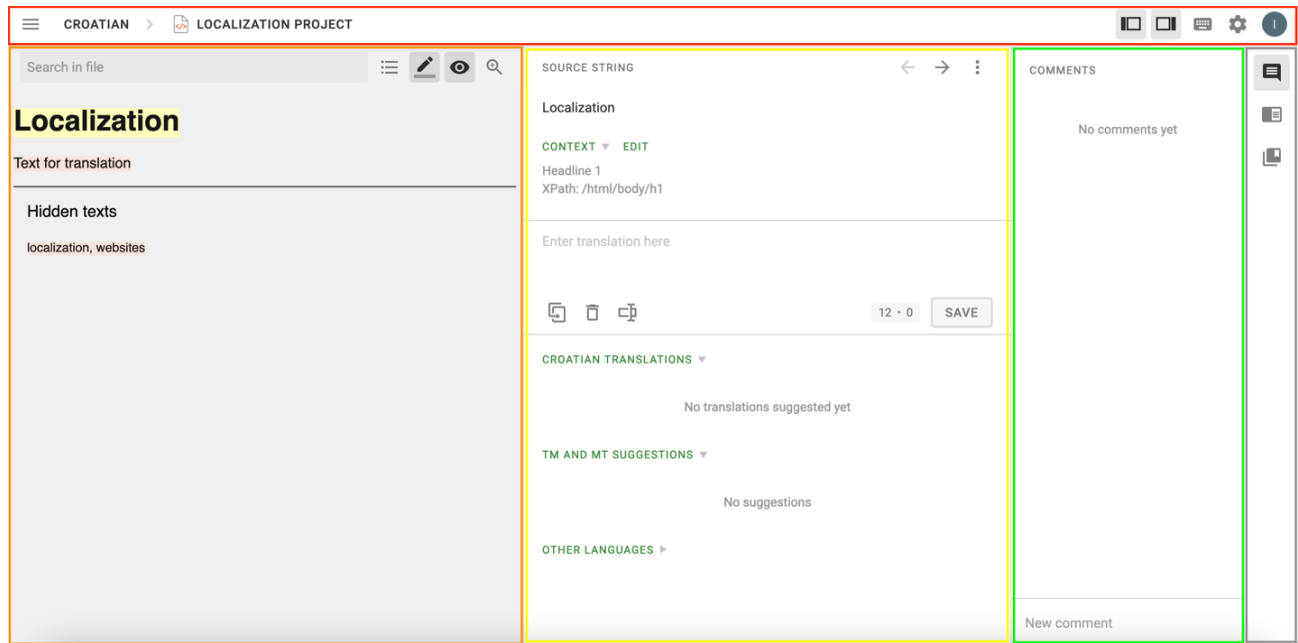


Figure 8: Crowdin interface

Apart from the project management aspect, there are also tools for translation management. They can come in handy by providing data such as the number of words for translation, languages, percentage of translation completion, etc. Some translation management tools are Phrase (formerly: Memsourse), memoQ, and Trados. For the localisation of *Terminologie*, Memsourse was used and will be described in the second part of the thesis.

There are also terminology management tools serving as a platform for managing glossaries for translators, translation memory management tools, website localisation tools, and quality assurance tools.

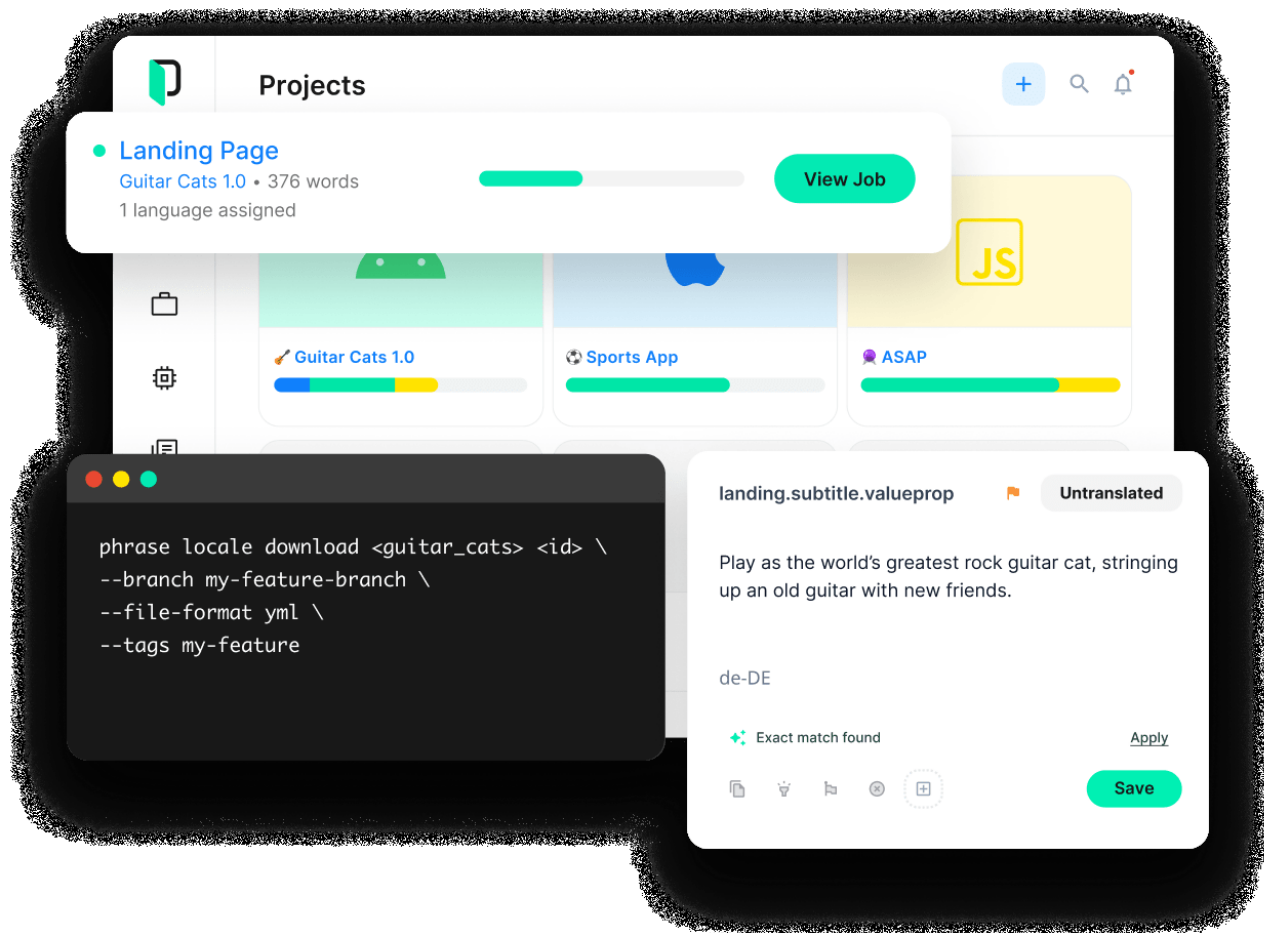


Figure 9: Phrase interface<sup>9</sup>

There are many benefits to using the so-called CAT (*computer-assisted translation*) tools in the website localisation process. They preserve “code and layout integrity, which means HTML, CSS and other codes will not get lost in translation. The layouts, fonts, image, and video settings will remain intact across the localized versions” (Ciklopea, 2018). Also, CAT tools save time and resources as there is no need for exporting, importing, and preparing documents.<sup>10</sup>

Apart from CAT tools, machine translation has recently been a popular topic, especially its role in localisation. Machine translation tools can be defined as “computer programs for automatised

<sup>9</sup> <https://phrase.com>

<sup>10</sup> <https://ciklopea.com/blog/localization/website-localization-why-is-it-important-and-how-to-do-it-hpainlessly/>

translation of the text from the source into the target language” (Poibeau, 2017). Machine translation can also be incorporated in CAT tools in the form of pretranslation.

Machine translation indeed represents many advantages and facilitating aspects for the human translator, as localisation can often be lengthy, depending on the size of the source text. It is also closely connected with the translation memory, or, as Ethelb (2019) calls it, “its sister tool” (108). Translation memories ensure better consistency of terms throughout the translated text and speedy completion of the project (Ethelb, 2019).

However, one should be careful when utilising machine translation as it can still be unreliable. That is why revision and quality assurance are especially needed if machine translation is present.

## **2.7. Process of localisation**

According to Lim (<https://redokun.com/blog/localization-process>), there are eight steps in a localisation process. The first one refers to choosing the localisation strategy. A strong strategy is essential to avoid unfocused efforts and missed targets. It is good to ask questions such as:

- What are the main localisation goals and how will the success be measured?
- How does localisation align with the brand's growth?
- What is the target market like and how will they react to the localised product?
- Which services, platforms, and tools will be used for localisation? (Lim, <https://redokun.com/blog/localization-process>)

Furthermore, the second step is putting together a strong localisation team (Lim, <https://redokun.com/blog/localization-process>). Key roles include:

- Developers, who create the product to be localised and update translated software,
- Translators, who do not only translate, but also convey brand messages,
- Designers, required to maintain design across various language versions,
- Marketers, tasked with tailoring brand promotion to local markets,
- Project and Localisation Managers, whose role is to guide, coordinate, and track efforts,
- Product Testers, who ensure localised messages meet standards,

- Consultants, who provide advice on local market, legal, or cultural matters, and
- Linguists, whose role is to assess translator work for precision and reliability (Lim, <https://redokun.com/blog/localization-process>).

The third step and last preparatory step refers to choosing the right localisation tools (Lim, <https://redokun.com/blog/localization-process>). Most teams use a Translation Management System (TMS) to optimise tasks from content creation to publication (Lim, <https://redokun.com/blog/localization-process>). Localisation tools help with:

- Centralisation of content, i.e., storing all translatable content in one place,
- Communication, or being able to quickly connect with colleagues and vendors,
- Quicker translation,
- Automated reproduction, or streamlining the process of reproducing translated documents, and
- Reusing translations (Lim, <https://redokun.com/blog/localization-process>).

After that, the next step is the extraction and management of content for localisation (Lim). There may be various formats in which original files are delivered, therefore it is necessary that the texts is extracted and available for modification (Lim, <https://redokun.com/blog/localization-process>).

The fifth step is the actual translation of content (Lim, <https://redokun.com/blog/localization-process>). It is important to maintain frequent communication with the translator, provide them with clear and detailed instructions, and provide them with feedback (Lim, <https://redokun.com/blog/localization-process>).

After translation comes quality assurance and revision (Lim, <https://redokun.com/blog/localization-process>). This consists of proofreading, editing, cultural adaptation, and revising the content (Lim, <https://redokun.com/blog/localization-process>).

Before the final step, it is important to prepare the content for publishing and make sure that it matches the original, while also maintaining necessary differences for each locale (Lim, <https://redokun.com/blog/localization-process>).

Lastly, the eighth step is launching the localised product (Lim, <https://redokun.com/blog/localization-process>). In this phase, it is desirable to create a test version of the product and ask for a feedback from the target audience (Lim, <https://redokun.com/blog/localization-process>).

The approach to localisation depends on several factors and may differ in many respects, such as the geographical location and the type of activity of the company (Ardelean, 2014). If the product is intended for only one country, the process and the job of the translator is much simpler and more straightforward (so-called one-to-one system), whereas if the company wishes to expand to more than one location, localisation immediately becomes more complex and nuanced (one-to-many) (Ardelean, 2014).

A translator or localiser is not the only person participating in the localisation process. Several other external stakeholders need to be involved for localisation to be possible. First, there is the author, the creator of the content to be localised (Ardelean, 2014). This mainly refers to a developer, programmer, or IT specialist who is usually not as well-versed in the linguistic aspect of the process, in the same way that the translator is not as well-versed in the IT and programming procedure, which is why the communication and cooperation between the two are crucial if localisation is to be successful (Ardelean, 2014).

After the translation phase, the product needs to be reviewed, edited, polished, and modified in several ways before delivering it to the end user (Ardelean, 2014). The factors dealing with the technical perspective include technical analysts, editors, proofreaders, data administrators, and graphic designers (Ardelean, 2014). Moreover, Lakó (2014) states that “the more people are involved in [localisation], the more likely the possibility to imprint each person’s characteristics in the output”, which means that the human factor in localisation is often very challenging to control and maintain.

Another important aspect of the localisation process is character encoding. It is common for translation and localisation companies to use Unicode, or UTF-8, as it contains various symbols and characters from numerous languages and writing systems (Ardelean, 2014). Unicode is extremely useful and applicable when trying to retain the typical Croatian characters, such as specific palatals (č, ć, ž, š, đ, ž), in the target text and not reduce them to simple characters such as c, s, z, etc.

## **2.8. Localisation issues and solutions**

The localisation process may seem much more straightforward to a layman or beginner than translating cumbersome technical instructions or a perplexing medical report. This is because some

strings and segments contain only one word, date, or a single number. How could, then, localisation be so demanding?

Those minute details and nuances pose one of the most problematic and easily entrapping obstacles of the process. For example, English and Croatian have entirely opposing rules for punctuation in decimal numbers and thousands:

English – decimal number: 3.5, thousand: 10,000

Croatian – decimal number: 3,5, thousand: 10.000

Therefore, the translator needs to be exceptionally careful and thorough when dealing with numbers and punctuation, as these details are very frequently overlooked, even by more experienced localisers.

Also, when translating from Croatian to English, it is often quite hard not to be subconsciously guided by the norms of the mother tongue, especially when it comes to punctuation in writing of the years. In Croatian, there must be a dot after a year, which is prohibited in English. Nevertheless, translators are, after all, humans and not machines, and that is why there are revisors and QA teams who can see the translation with a different pair of eyes and detect such accidental technical errors.

Websites and similar digital media have their specific terminology. A common occurrence during their localisation is struggling with a single, seemingly simple term, which often does not have any surrounding context and can be very tricky to translate correctly. This can sometimes result in completely misunderstood and even comical translations. Clothing webshops are becoming more and more notorious for these out-of-context mishaps. To exemplify, Figure 10 shows the Croatian version of the item of clothing on the Mohito webshop:



Figure 10: Item of clothing on the Croatian version of the Mohito webshop<sup>11</sup>

From the pictures, it is obvious that the item of clothing in question is a checked coat, i.e., a coat with a check pattern, which is translated into Croatian as “karirani sako”. However, in this instance, the term “checked” was interpreted as “verified”; therefore, it was translated into Croatian as “provjereni sako” (=checked/verified coat).

It is unclear whether such instances result from poor machine or human translation, but either way, they can serve as a laugh and a lesson.

To prevent such cases from happening in the future, translators should abide by TermNet, an international network for standardising terminology (Ardelean, 2014). Ardelean (2014) writes: “Terminology standardisation is important because through its direct translation users from different cultures are easily able to recognise it” (9). However, it is not only terms and words that the translator needs to pay attention to while localising, but also various concepts or phrases that consist of multiple words, symbols and icons, formulas, equations, etc. (Ardelean, 2014). A translator may sometimes be regarded as Jack-of-all-trades, but it is important to request feedback and review from the IT and other sectors to ensure a high-quality localisation result.

Another aspect often problematic in localisation is the synthetic feature of English. While translating English source text into Croatian, the target text is usually longer because Croatian is not as concise.

<sup>11</sup> <https://www.mohito.com/hr/hr/provjereni-sako-9523s-mlc>

That is why, in these cases, Croatians opt for a simpler English version instead of a more complicated Croatian option, leading to increased anglicization trends.

Therefore, if the target text is significantly longer than the source text, the words may overlap with other content in the layout, which can be solved by reducing the translation or choosing a smaller font size (Ardelean, 2014).

TermNet lists the main focus points for well-conducted terminology management: “(a) the high-quality translation of all software, manuals or other data into the target language, (b) multi-lingual product catalogues, according to each company or national requirements and (c) proofs of the compliance to the local legislation (general legislation, taxation norms, environment protection requirements and so on) in the respective field in which the product is used” (Ardelean, 2014:9-10).

A very “important challenge translators are facing during website localisation refers to the way in which they are supposed to render the so-called ‘internet slang’ or ‘Netspeak’ as David Crystal named it” (Ardelean, 2014:43). It is a consequence of the tendency to over-simplify and condense language in online communications, which has been adopted as a standard for specific websites. In such cases, localising the source content can pose quite a challenge for a translator because Netspeak is full of obscure and ambiguous terms without much context (Ardelean, 2014).

Apart from the technical issues in localisation, communication issues may also arise between participants. The key person for preventing miscommunication and misunderstandings is the project manager, who connects the linguistic and technical team and the client. Often, many questions and issues appear when performing such a complex and multi-levelled process that is localisation. If the project manager is a reliable and knowledgeable person, the communication channel will have a lot more fluidity.

## **2.9. Focus on culture in localisation**

The cultural aspect of localisation often turns out to be the most challenging and complex and requires a lot of carefully and tactfully made decisions.

Specific topics, such as religion or traditional customs of a country or place, are often very sensitive and need to be approached with utmost respect and care. Although many symbols and expressions do



have an internationally recognised and understood meaning, the world is a colourful place, and there will almost always be exceptions to the rule. To exemplify, the thumbs-up sign, which most of the world population accepts as positive or supportive, is an insult in Iran, where it signifies “sit on it”, an equivalent of showing the middle finger (Khamborkar, 2023). Therefore, one should be careful when inserting symbols and emoticons in a website localised to other languages.

The same goes for colours and images, which often have various meanings in different cultures (Ardelean, 2014). To exemplify, in Western cultures, the colour yellow usually signifies positivity, happiness, and joy. However, in Egypt and Latin America, yellow symbolizes mourning (Brooks, 2016). Thus, website content should be carefully designed while considering cultural norms.

In that respect, it is again important to point out the necessity for cooperation between translators and cultural or similar experts to ensure that the product is truly well-adapted to the intended locale (Ardelean, 2014).

Furthermore, training translators and other participants in the localisation process should focus more on the cultural aspect and the importance of localisation. A slogan may be translated correctly and without grammatical mistakes, but if the locale and all its specificities are ignored, the result cannot be satisfactory.

### 3. TERMINOLOGY

Since *Terminologie* revolves around terminology management and the quality of localisation heavily relies on terminology-related skills, it is important to address and describe what terminology constitutes briefly and its key features. Furthermore, the *Terminologie* localisation process was conducted within the course Introduction to Terminology, thus, the concept of terminology needs to be addressed separately.

Terminology is a much older discipline than the previously discussed localisation, dating back to the 18<sup>th</sup> century (Cabre, 1992). As science started to experience more and more internationalisation, terminology became more and more needed (Cabre, 1992). Later, in the 20<sup>th</sup> century, engineers and technicians started participating in terminology due to the technological boom and the need to name and agree upon new terms (Cabre, 1992). Interestingly enough, linguists and social scientists only became involved in terminology in the second half of the 20<sup>th</sup> century (Cabre, 1992).

Terminology “is more than just words; it contains information such as which product the term belongs to, who entered or approved the term, the source for the translation, definitions, and context examples” (Ardelean, 2014:28; Zerfass, 2008:8).

According to Cabre (1992), when it comes to technical translations, the translator needs to understand the source text, including all its nuances and terms, which is why translation and terminology are often interconnected. In localisation, but also in all other types of translation, terminology is essential for the work of a translator (Ardelean, 2014). Term databases and lists are indeed a lifesaver when it comes to terminology-heavy content. Apart from the pre-made vocabularies and glossaries, a translator is advised to create their term bases which might include terms that cannot be found in other sources (Cabre, 1992).

Furthermore, Cabre (1992) lists standard information that terminological records should include: entry term, source of the term, grammatical category, subject field(s), definition, examples, synonymous terms, miscellaneous notes, equivalents in other languages, etc.

## 4. TERMINOLOGUE

### 4.1. Introduction to *Terminologue*

It was already mentioned that terminology and terminology management are of twofold significance to this topic. First, terminology is closely connected with the process of localisation of any kind, and second, the localisation in question is performed precisely on a terminology management tool, in this case, *Terminologue*, which can be quite helpful when localising other digital content. Therefore, connectivity and interaction on many different levels of these two fields are created through this process.

*Terminologue* is an open-source platform for terminology creation, management, and publishing (Měchura and Ó Raghallaigh, 2021). It “is a child of the Léacslann platform and a sibling of the Lexonomy dictionary writing and publishing system” (Měchura, 2012 and 2017; Měchura and Ó Raghallaigh, 2021:797). The developer of the *Terminologue* software is the Gaois Research Group in Fiontar & Scoil na Gaeilge, at Dublin City University, on behalf of Foras na Gaeilge, the authority for promoting the Irish language in the whole country of Ireland (Měchura and Ó Raghallaigh, 2021).

*Terminologue* was intended for the management of the National Terminology Database for Irish (NTD), administered by Foras na Gaeilge (Měchura and Ó Raghallaigh, 2021). The Database contains Irish terminology validated by the National Terminology Committee (Měchura and Ó Raghallaigh, 2010, from Měchura and Ó Raghallaigh, 2021). For this reason, *Terminologue* is not standardised but fulfils the basic terminological practices and categorisations: concepts containing terms, definitions, context, etc. (Měchura and Ó Raghallaigh, 2021).

Besides English and Irish, the Screenful Library used for the website’s front end and the *Terminologue* user interface are also translated into several other languages: Czech, Swedish, Welsh, Finnish, Dutch, Russian, Spanish, Arabic, and now, thanks to this project, also into Croatian (Měchura and Ó Raghallaigh, 2021).

## 4.2. How *Terminologue* works

The *Terminologue* interface is quite simplified, minimalistic, and accessible to everyone. The English version of *Terminologue* can be accessed at the following link: <https://www.Terminologue.org>. Users can access the Gentle Introduction to Terminologue and About Terminologue for more information on the main page. These two texts are two of four documents localised as part of this case study.

To access *Terminologue*, creating an account is required through a procedure almost identical to other websites (typing in an e-mail, receiving a request for verification via e-mail, creating a password, etc.). After that, the user can log in and enter the home page.

The section “Your termbases” will be visible on the home page. You can click “Create a termbase” to start building your new termbase:

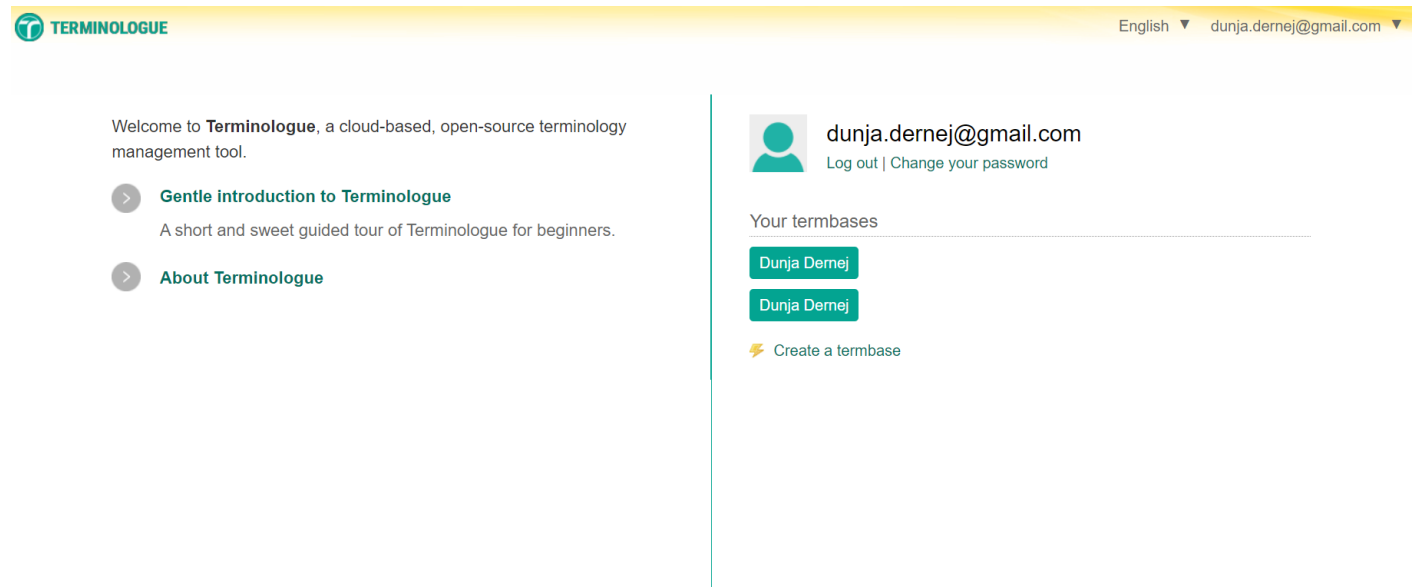


Figure 11: Terminologue home page after logging in<sup>12</sup>

The number of termbases is unlimited, and they can be deleted at any time. Every termbase will be assigned a unique URL which can lead to it if it is made publicly available (*Terminologue*, 2019).

<sup>12</sup> <https://www.terminologue.org>

The next step is creating a termbase. The user needs to type in a title, modify or leave the URL as is, and can choose different templates (Simple Multilingual Termbase, Simple Bilingual Termbase, or Simple Monolingual Termbase) or decide not to use a template:

The screenshot shows the 'TERMINOLOGUE' logo in the top left and 'English' and 'dunja.demej@gmail.com' in the top right. The form is enclosed in a light blue border. The 'Title' section has a text input field with 'Test Termbase' and a note: 'Enter a human-readable title such as "My Dictionary of Sports Terms". You will be able to change this later.' The 'URL' section has a text input field with 'https://www.terminologue.org/zvivg855m' and a note: 'This will be your termbase's address on the web. You will be able to change this later.' The 'Template' section has a dropdown menu with '(blank)' selected and a note: 'You can choose a template here to start you off. Each template comes with a few sample entries. You will be able to change or delete those and to customize the template.' A 'Create' button is centered at the bottom of the form.

*Figure 12: Creating a new termbase in Terminologue<sup>13</sup>*

The link to the created termbase will show up. By clicking on the link, three menus are available: Editing, Administration, and Configuration. The Editing button opens a list of sample terms on the left-hand side:

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<sup>13</sup> <https://www.terminologue.org>

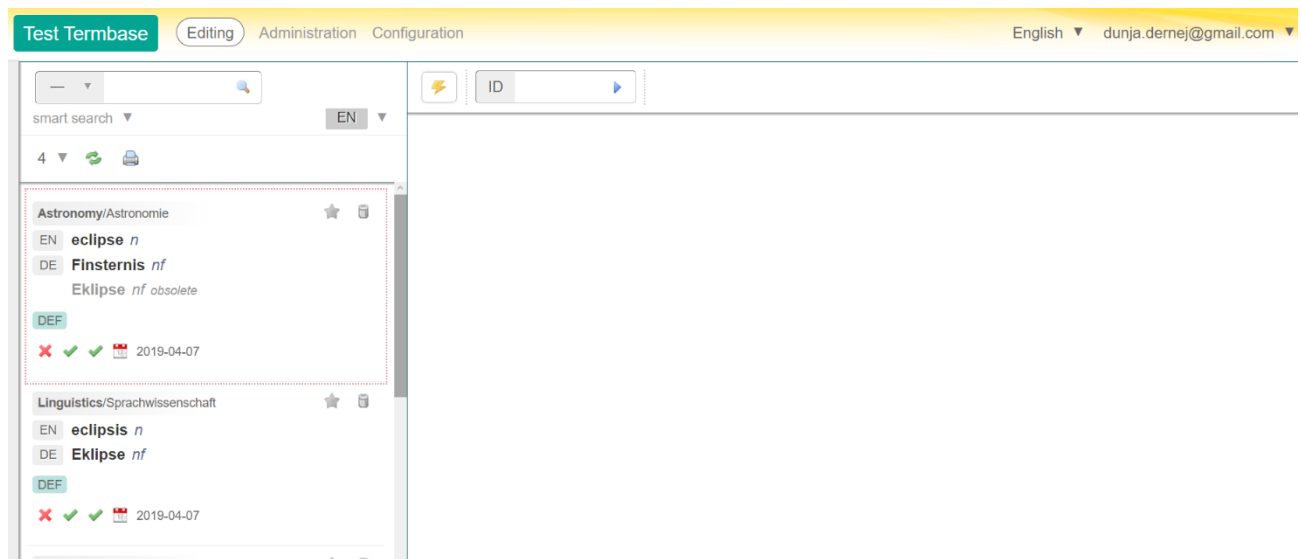


Figure 13: Editing interface of Terminologie with sample terms<sup>14</sup>

By clicking on an entry, it appears in more detail across the right-hand side of the interface, as shown in Figure 14.

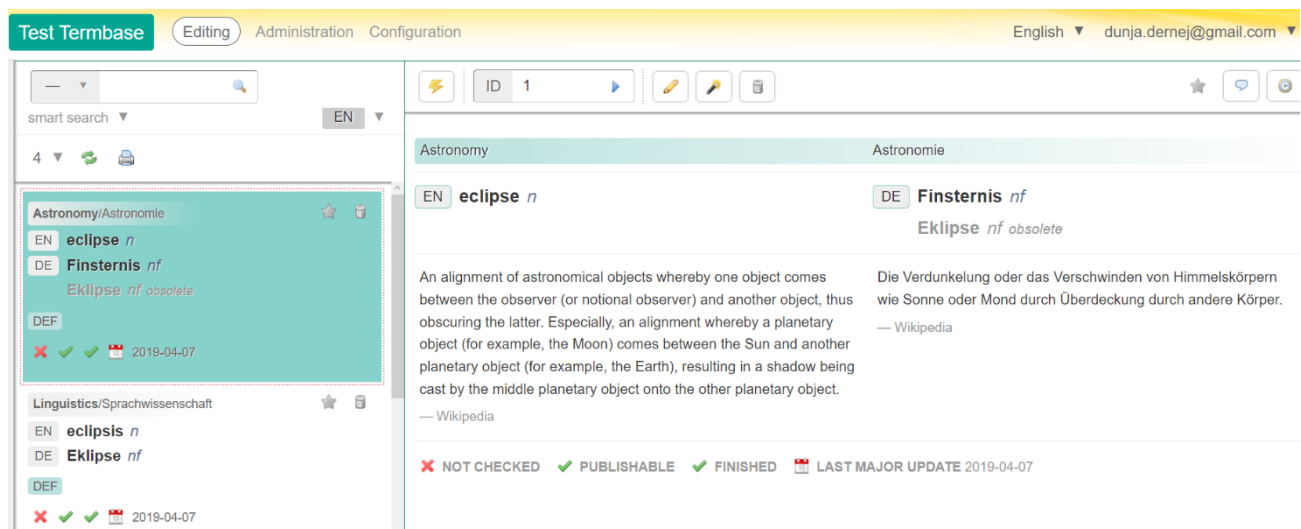


Figure 14: The full view of the sample entry in Terminologie<sup>15</sup>

Also, there are several options to choose from above the entry information. The pencil icon represents the Edit option, which opens the interface shown in Figure 15 below:

<sup>14</sup> <https://www.terminologie.org>

<sup>15</sup> <https://www.terminologie.org>

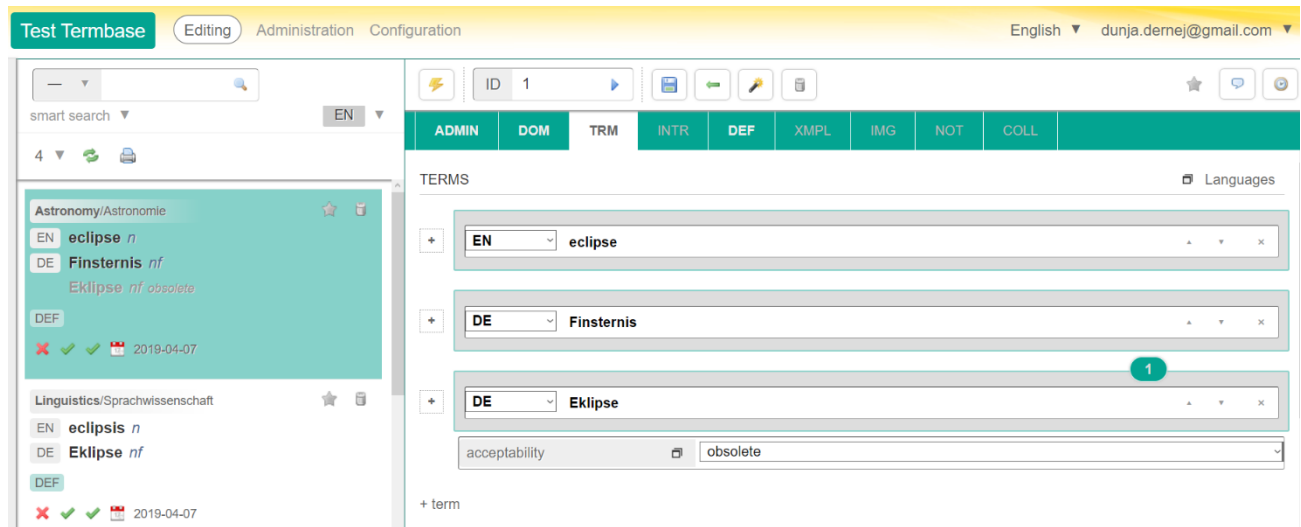


Figure 15: Editing options of an entry in Terminologie<sup>16</sup>

There are several sections offered in the menu, represented by abbreviations. The first one is the ADMIN, or administrative section, where the user can modify the checking, publishing, and drafting status, as well as the date of the last major update and the term of the day. The ADMIN section is represented in Figure 16:

<sup>16</sup> <https://www.terminologie.org>

ADMIN	DOM	TRM	INTR	DEF	XMPL	IMG	NOT	COLL
<p>PUBLISHING STATUS</p> <hr/> <p><input checked="" type="radio"/> publishable <input type="radio"/> hidden</p>								
<p>DRAFTING STATUS</p> <hr/> <p><input checked="" type="radio"/> finished entry <input type="radio"/> draft entry</p>								
<p>LAST MAJOR UPDATE</p> <hr/> <p><input type="text" value="04/07/2019"/> <input type="button" value="set to today"/></p>								
<p>TERM OF THE DAY</p> <hr/> <p><input type="text" value="mm/dd/yyyy"/> <input type="button" value="set to next available date"/></p>								

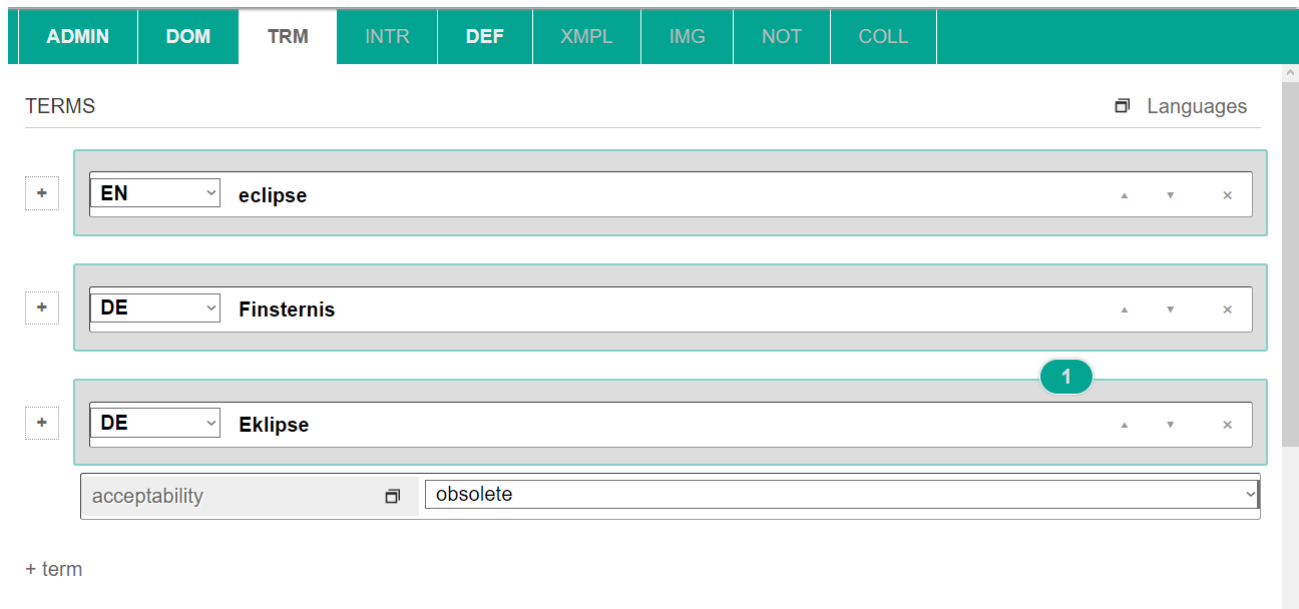
*Figure 16: ADMIN section in Terminologue<sup>17</sup>*

The DOM abbreviation stands for domain and refers to a particular area or field which the entry belongs to. In the case of sample entries, the chosen domain is Astronomy.

Further, the TRM section, i.e. the term section, looks like this:

<sup>17</sup> <https://www.terminologue.org>





*Figure 17: The TRM section in Terminologie<sup>18</sup>*

It contains the term in the source and target languages as well as any acceptable synonyms. The user can also choose between different levels of term acceptability: deprecated (not recommended), in use, obsolete, and preferred.

There is also the DEF section intended for definitions in the source and target language, where the user can also indicate the source of the chosen definitions, for example Encyclopedia Britannica.

There is also an option to add an example in the XMPL section, an image to further elaborate on the term in the IMG section, a note in the NOT section, and a collection within the COLL section.

In the Editing menu, there is also a search box above the list of terms that offers several searching options: complete term, start/end of term, any part of term, any part of term except the start/end, and the so-called smart search, which is inflection-aware. This means that, if the user enters “play” into the search box, the smart search will also include its inflected forms, such as “played”, “playing”, and “plays”.

In addition, in the Administration section, the user can configure part-of-speech and inflection labels, domains, note types, etc.

<sup>18</sup> <https://www.terminologie.org>

The last section is the Configuration section, where the user can see their termbase at a glance (number of entries, items in history log, file size) and configure other account and termbase settings. For example, by clicking on “Users”, the level of access can be modified:

- the reader has read-only access and cannot edit entries,
- the editor can edit entries but cannot create or delete them,
- the creator can edit entries, including creating and deleting,
- the administrator can also, in addition to the creator, change the entry status, create extranets, and edit metadata, and
- the configurator is the same as administrator, with the addition of configuring operations, including deleting the termbase.

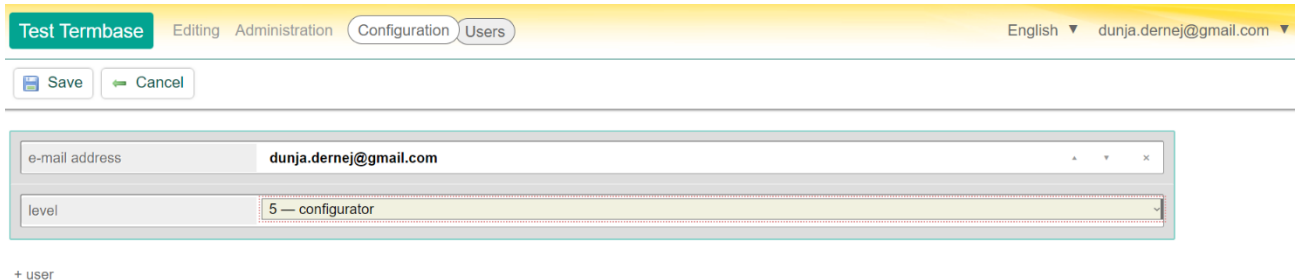


Figure 18: “Users” section in the Configuration menu of Terminologie<sup>19</sup>

Finally, *Terminologie* also contains the extranet option. “Organisations involved in terminological work often enlist the help of external subject-area experts. Cooperation with external experts usually happens on an extranet, which is basically an online environment where the experts can look at (unpublished) terminological entries and add their comments. *Terminologie* has such a feature, where lists of entries can be viewed and commented on by invited external users, facilitating an integrated workflow from initial drafting to final validation and publishing” (Měchura and Ó Raghallaigh, 2021:799).

Also, it “is a good fit for public-service terminology work (in any language) but may or may not be a good fit for corporate terminology work, depending on the exact requirements” (Měchura and Ó Raghallaigh, 2021:800). In other words, grammatical annotation and sharing of terms are appropriate

<sup>19</sup> <https://www.terminologie.org>

for public-service terminology work and that the separation of certain data (concept, language, and term data) is not present in *Terminologue* as it is not necessary for such terminology work.

## **5. LOCALISING *TERMINOLOGUE* INTO CROATIAN: A CASE STUDY**

### **5.1. Introduction**

The localisation of *Terminologue*, a terminology management tool, was initiated in April 2021. For the purposes of a student assignment within the course Introduction to Terminology as part of the MA Programme in Translation and Interpreting Studies of the Faculty of Humanities and Social Sciences Osijek, Professor Marija Omazić contacted the developers of *Terminologue*, namely the Gaois Research Group in Fiontar & Scoil na Gaeilge at Dublin City University, asking whether my fellow student colleagues and I could localise their website into Croatian. The developers accepted this proposal and enquired if she would check the students' translations before submitting them and if we would be willing to translate additional strings in the future should they add new features to the website. Professor Omazić confirmed that she will additionally check the students' drafts and accepted their offer for future translation work on the website.

### **5.2. Case study objectives**

The main goal of this localisation project was to create a Croatian version of the *Terminologue* website. The objectives through which this could be achieved were the following:

- Plan and determine a functional localisation strategy,
- Put together a localisation team consisting of developers, translators, project managers, external consultants, and linguists,
- Choose the appropriate localisation tool and use relevant terminology sources,
- Extract and manage the source text for localisation,
- Translate the content,
- Perform quality checks and revisions of the content,

- Prepare the localised content for publication, and
- Launch the localised product (Lim).

### **5.3. Process of localising *Terminologue* from English to Croatian**

The process of *Terminologue* localisation will be represented through eight steps inspired by Lim's key steps in the localisation process.

#### 5.3.1. Determining the localisation strategy

These were the stages of the localisation process: the students attending the Introduction to Terminology will provide a draft translation, Professor Marija Omazić will check it for accuracy, and forward any issues or uncertainties to Professor Branimir Belaj from the Department of Croatian Language and Literature, Assistant Jelena Pataki from the Department of English Language and Literature, Professor Tomislav Jakopc from the Department of Information Studies, and Professor Zoran Velagić from the Department of Publishing.

Later on, Professor Omazić suggested that I take the process of localisation of *Terminologue* as a topic for my Master's thesis. I immediately accepted the suggestion because I saw all the benefits of producing a case study outlining the whole localisation procedure with all its merits and issues. I also liked that the topic is predominantly practical and can, therefore, prove useful in translation and localisation into Croatian, which is, as I have noticed while researching, an area very rarely included in any sort of analyses or papers.

Because I chose this as my thesis, I automatically came to the forefront of the process and became a Project Manager among the students. I checked and revised the translations produced by other students and directly communicated with the developers of *Terminologue*.

### 5.3.2. Putting together a localisation team

The developer of *Terminologue* is the Gaois Research Group in Fiontar & Scoil na Gaeilge at Dublin City University. Professor Omazić, acting as Senior Project Manager, and I, as Junior Project Manager, were in direct contact with Mr. Brian Ó Raghallaigh, assistant professor in Fiontar & Scoil na Gaeilge and technology manager of the Gaois Research Group.

Fourteen students who participated as translators in this localisation process are: Jelena Bungić, Irena Iličević, Iris Košćević, Katarina Mandarić, Lea Maras, Anamarija Pezer, Sonja Skrletović, Tomislav Stojanović, Valentina Jelić, Lorena Šeda, Matej Šibalić, Mihaela Šmehil, Vedrana Vestić, and myself.

Consultants and linguists who assisted us throughout the process were the professors Belaj (Croatian language expert), Pataki (English language expert), Jakopec (IT expert), and Velagić (publishing expert).

### 5.3.3. Choosing the right tools

This localisation process required the utilisation of several tools and platforms. Some of the most important are Memsource<sup>20</sup>, the CAT tool used for this project, Microsoft Language Portal, Croatian Language Portal, and Struna.

#### Memsource

The CAT tool utilised for the project of localising *Terminologue* is Memsource, launched in 2011. It “is designed for enterprises, language service providers, and translators providing various functions, to simplify and speed up the translation process”<sup>21</sup>.

The feature that makes Memsource distinguishable from other popular CAT tools is that it is entirely cloud-based, i.e., available online, from a browser. The advantage of a cloud-based CAT tool is that there is no installation needed, it can be used on various platforms, and it is cheaper than the CAT

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<sup>20</sup> Now called Phrase.

<sup>21</sup> <https://ehlion.com/magazine/phrase-memsource-review/>

tools without the cloud option. However, an unstable internet connection might pose a problem when working on Memsource, as well as “safety and confidentiality, when it comes to handling sensitive data which is stored on a third-party server”<sup>22</sup>.

Memsource also supports more than 500 languages and several variants of some languages, making it one of the most internationalised CAT tools out there<sup>23</sup>. In addition, it supports a variety of file formats: doc, .docx, .dot, .dotx, .rtf, .ppt, .pptx, .xls, .xlsx, .xlt, .xltx, .xism, .xltm, .htm, .html, sdxliff, .xml, .xhtm, .xhtml, .tmx, .md, .pdf, .epub, .srt, .strings, .sub, .ts, .txt, .wiki, .zip, and many others [<https://support.phrase.com/hc/en-us/articles/5709621471516-Supported-File-Formats-TMS->].

Like every quality translation tool, it contains translation memories (TMs) and terminology management functions. Therefore, “whenever a phrase or sentence that needs to be translated is already saved in the (...) translation memory, the translator can see that. This way a sentence doesn’t need to be translated twice”. Similarly, termbases in Memsource present information to the translator if a match is found in the text, contributing to the standardisation and consistency of terminology throughout the target text.<sup>24</sup>

## Microsoft Language Portal

There were many technical and technological terms in the source documents, which necessitated the use of the Microsoft Language Portal. Because Microsoft is one of the most developed, globalised, and localised platforms of today, the Portal was very helpful in providing Croatian equivalents to some tricky terms. However, the vastness of the Portal was simultaneously a blessing and a curse – in some cases, it provided too many different and sometimes even confusing solutions. On the other hand, it did not yield any results for some problematic terms, and this is where other sources needed to be used, including the creativity and inventiveness of the translator. Of course, no terminology portal is completely comprehensive and all-inclusive, but there is always room for improvement, as is the case with the Microsoft’s Portal.

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<sup>22</sup> <https://ehlion.com/magazine/phrase-memsource-review/>

<sup>23</sup> <https://ehlion.com/magazine/phrase-memsource-review/>

<sup>24</sup> <https://ehlion.com/magazine/phrase-memsource-review/>

## Croatian Language Portal

Croatian Language Portal (CLP) is a joint project of the Znanje publishing house and Srce (Sveučilišni računski centar - University Computing Centre) (CLP). CLP is the first and, so far, the only Croatian dictionary base distributed online. It is of great help to translators and linguists as it provides detailed information for every entry. Apart from grammatical annotations, it also offers many inflected forms of words, along with definitions, syntactic, phraseological, onomastic, and etymological information. Below is an example of an entry in CLP:

The screenshot shows the entry for 'terminologija' in the Croatian Language Portal. The title 'terminologija' is displayed in a large, bold, black font. Below it, the word 'terminologija' is repeated in a smaller font with a diacritical mark 'ž'. The entry is organized into several sections, each with a title and a small upward-pointing arrow on the right side:

- Izvedeni oblici** (Derived forms)
- Definicija** (Definition):
  - 1. ukupnost naziva u jednom znanstvenom području, nekoj struci ili djelatnosti; nazivlje
  - 2. *lingv.* znanstvena grana koja proučava nastajanje pojmova, odnose i veze među pojmovima, njihov opis i definicije, znanost o terminima; nazivoslovlje
- Sintagma** (Syntagma)
- Frazeologija** (Phraseology)
- Onomastika** (Onomastics)
- Etimologija** (Etymology):
  - ↔ v. termin + -logija

Figure 19: Entry for “terminologija” (=terminology) in CLP<sup>25</sup>

<sup>25</sup> [https://hjp.znanje.hr/index.php?show=search\\_by\\_id&id=f15iXxl%2F](https://hjp.znanje.hr/index.php?show=search_by_id&id=f15iXxl%2F)

## Struna

Struna (**Strukovno nazivlje** – Croatian Special Field Terminology) is a Croatian terminology database of the Institute of Croatian Language and Linguistics (ICLL) whose “aim is to gradually make available to the public the standardized Croatian terminology for all professional domains” (Struna). It was also a very helpful platform for this project when the localisation team members were in doubt regarding the accuracy of a specific term or the meaning of the term.

In Struna, there are several categories which each entry contains:

- term in Croatian,
- linguistic identifiers,
- shortened form,
- definition,
- context,
- suggested term (ICLL)
- synonyms, i.e., terms in Croatian with a normative status label (allowed term, unrecommended term, outdated term, jargon),
- equivalents,
- antonyms,
- abbreviations in Croatian and/or foreign languages
- subordinated terms,
- symbols,
- equations,
- formulae,
- links,



- notes,
- attachments,
- classification (label of the scientific field and branch and the corresponding project)
- sources of terms, definitions, and contexts (Struna).

It can be concluded that Struna provides various information regarding numerous terms from many special fields.

An example of an entry in Struna can be found in Figure 20 below:

lokalizacija <small>im. ž. jd.</small>	
<b>definicija</b>	jezična i kulturna prilagodba proizvoda, usluge ili mrežne stranice korisnicima ili određenoj skupini korisnika u kojoj regiji ili državi
<b>istovrijednice</b>	<p><b>engleski:</b> localization</p> <p><b>njemački:</b> Lokalisierung</p> <p><b>francuski:</b> localisation</p> <p><b>ruski:</b> локализация</p> <p><b>švedski:</b> lokalisering</p>
<b>kratice</b>	<b>međunarodna:</b> L10N
<b>napomena</b>	Lokalizacija u širem smislu podrazumijeva prilagodbu kojega proizvoda određenom tržištu. U tome se kontekstu tumači da takva prilagodba obuhvaća jezične, kulturne, tehničke i ekonomske značajke proizvoda. Proizvodi obuhvaćeni lokalizacijom najčešće su programska podrška, videoigre i mrežne stranice. Različite se lokalizacije upotrebljavaju i za zemlje u kojima se govore različite inačice istoga jezika poput Španjolskoga u Španjolskoj i Južnoj Americi ili engleskoga u Ujedinjenomu Kraljevstvu i Sjedinjenim Američkim Državama.
<b>razredba</b>	<p><b>polje:</b> filologija</p> <p><b>grana:</b> opće jezikoslovlje (lingvistika)</p> <p><b>projekt:</b> Hrvatsko jezikoslovno nazivlje (JENA)</p>

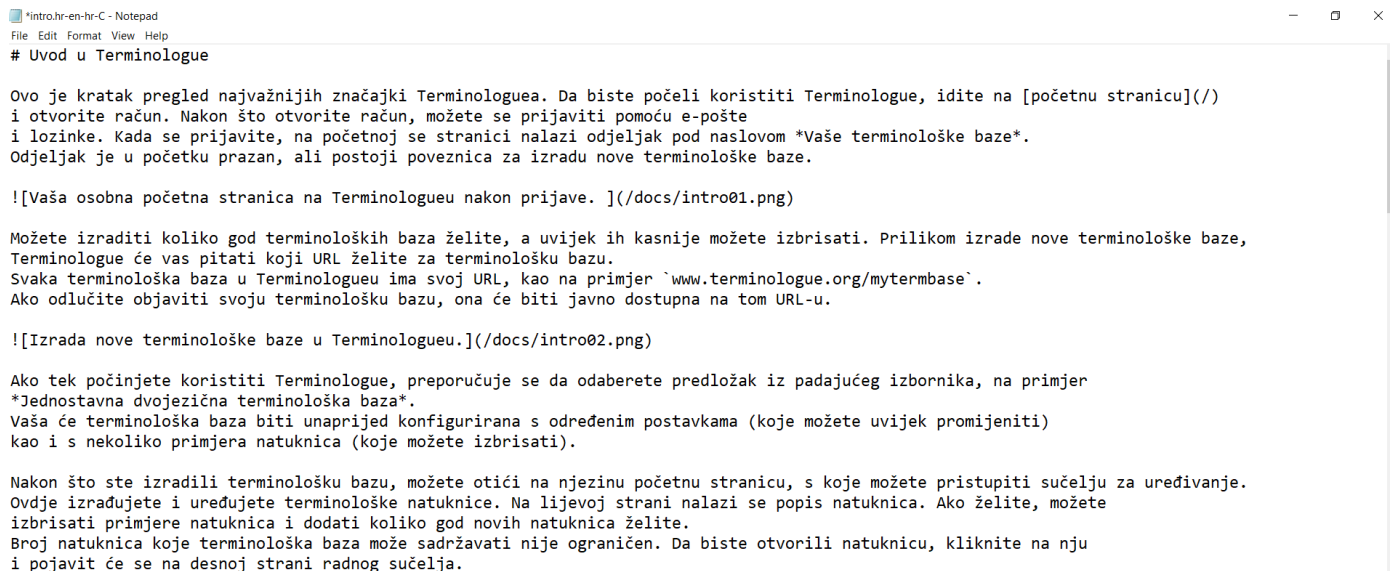
Figure 20: Entry for “lokalizacija” (=localisation) in Struna<sup>26</sup>

<sup>26</sup> <http://struna.ihjj.hr/naziv/infekcija/26065/#naziv>

### 5.3.4. Extraction and management of content (source text) for localisation

The English source text consisted of four documents. There were two .md files, titled “intro.hr.” and “info.hr.”. An .md file “is a plain-text document that contains no other elements. (...) The ‘MD’ in the .md file extension (also written as .markdown) stands for ‘Markdown documentation’. (...) Compared to the popular HTML language, it is easier for humans to read” (IONOS, 2022).

The figure below depicts a portion of an .md file opened in Notepad:



```
*intro.hr-en-hr-C - Notepad
File Edit Format View Help
# Uvod u Terminologue

Ovo je kratak pregled najvažnijih značajki Terminologuea. Da biste počeli koristiti Terminologue, idite na [početnu stranicu]() i otvorite račun. Nakon što otvorite račun, možete se prijaviti pomoću e-pošte i lozinke. Kada se prijavite, na početnoj se stranici nalazi odjeljak pod naslovom *Vaše terminološke baze*. Odjeljak je u početku prazan, ali postoji poveznica za izradu nove terminološke baze.

![Vaša osobna početna stranica na Terminologueu nakon prijave. ](/docs/intro01.png)

Možete izraditi koliko god terminoloških baza želite, a uvijek ih kasnije možete izbrisati. Prilikom izrade nove terminološke baze, Terminologue će vas pitati koji URL želite za terminološku bazu. Svaka terminološka baza u Terminologueu ima svoj URL, kao na primjer `www.terminologue.org/mytermbase`. Ako odlučite objaviti svoju terminološku bazu, ona će biti javno dostupna na tom URL-u.

![Izrada nove terminološke baze u Terminologueu.](/docs/intro02.png)

Ako tek počinjete koristiti Terminologue, preporučuje se da odaberete predložak iz padajućeg izbornika, na primjer *Jednostavna dvojezična terminološka baza*. Vaša će terminološka baza biti unaprijed konfigurirana s određenim postavkama (koje možete uvijek promijeniti) kao i s nekoliko primjera natuknica (koje možete izbrisati).

Nakon što ste izradili terminološku bazu, možete otići na njezinu početnu stranicu, s koje možete pristupiti sučelju za uređivanje. Ovdje izrađujete i uređujete terminološke natuknice. Na lijevoj strani nalazi se popis natuknica. Ako želite, možete izbrisati primjere natuknica i dodati koliko god novih natuknica želite. Broj natuknica koje terminološka baza može sadržavati nije ograničen. Da biste otvorili natuknicu, kliknite na nju i pojavit će se na desnoj strani radnog sučelja.
```

Figure 21: Portion of an .md file opened in Notepad

The first source file is “intro.hr” file, titled “Gentle introduction to *Terminologue*”. It briefly describes the most important features of *Terminologue*.

This is how a portion of the Introduction appears on the website:

## Gentle introduction to Terminologue

This page is a brief walk-through of Terminologue's most important features. To start using Terminologue, go to the home page and open an account. Once you have an account you can log in using your e-mail address and password. When you are logged in, the home page has a section titled *Your termbases*. The section is empty at first but there is a link to create a new termbase.

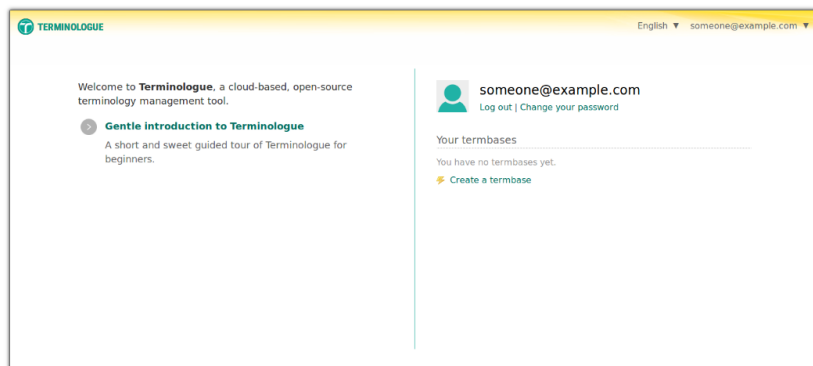


Figure 22: A portion of the “Gentle introduction to Terminologue”<sup>27</sup>

The Gentle Introduction describes how to open an account on *Terminologue* and how to create a termbase, which was previously described in the section “How *Terminologue* works”.

The second source document is “info.hr”, a considerably shorter file than the Gentle Introduction. The original source text can be found on the home page of *Terminologue* in the “About *Terminologue*” section:

## About Terminologue

### Terminologue

*Terminologue* is an open-source terminology management tool. The software is developed and maintained by the Gaois research group in Fiontar & Scoil na Gaeilge, Dublin City University. The software is copyright of Dublin City University and is available under the open-source MIT license. The lead developer is Michal Boleslav Měchura. Download the software from here if you wish to install your own instance of *Terminologue*.

Figure 23: Portion of the “About Terminologue” section

<sup>27</sup> <https://www.terminologue.org>

The third and fourth source files are Excel sheets. The “screenful-strings-croatian” file contains 96 rows of various strings for the Screenful Library used for the front-end design of *Terminologue*.

English	Croatian
Ready.	
Find	
Reload	
Cancel	
More	
New	
Edit	
Save	
Delete	
Getting list...	
Failed to get list.	
Getting item...	
No such item.	
Saving...	
Failed to save.	
Deleting...	
Failed to delete.	
Careful now! Are you sure?	
E-mail address	
Password	
Log in	
Incorrect e-mail address or password.	
Log out	
anonymous user	

Figure 24: Screenful strings in Excel

The “*Terminologue-strings-croatian*” file is an Excel sheet containing 310 rows of various *Terminologue* strings.

English	Croatian
Welcome to Terminologue, a cloud-based, open-source terminology management tool.	
Gentle introduction to Terminologue	
A short and sweet guided tour of Terminologue for beginners.	
About Terminologue	
READ-ONLY	
Editing	
Dublin City University	
Log out	
Change your password	
Registered user login	
Get an account	
Forgot your password?	
E-mail address	
Password	
Log in	
Your termbases	
You have no termbases yet.	
Create a termbase	
Administration	
Users	
Termbases	
smart search	
complete term	
start of term	

Figure 25: Terminologue strings in Excel

Developers asked that both the .md files and Excel sheets be returned in their original format. Memsources supports .md file formats; therefore, file conversion was not needed.

Also, we prepared term bases to be imported in Memsource in TBX (TermBase eXchange) format. TBX “is an XML-based format that allows for the interchange of terminology data, including detailed lexical information” ([https://www.qa-distiller.com/help/en-us/concept/co\\_about\\_tbx\\_files.html](https://www.qa-distiller.com/help/en-us/concept/co_about_tbx_files.html)). We reviewed the documents for translation, extracted the terms we considered important and problematic, and found the best translation solutions.

Later, the Professor advised us to import the Microsoft term base into Memsource to have all the terminology in one place and not have to search for terms in a separate tab constantly.

### 5.3.5. Translating the content

As mentioned before, the translation of the four source documents was performed via the Memsource platform. We have already worked with CAT tools such as memoQ as part of our Translation Studies programme. Therefore, there were a few issues with navigating this platform as the layout and features are similar.

Each student was required to provide their translation of all four documents via Moodle, which the professor then reviewed.

Even though the “intro” and “info” files posed a challenge for translation in their own right, I considered them much easier and more manageable to translate than the “Screenful” and “*Terminologue*” strings. This is because “intro” and “info” documents have a standard text form and plenty of context surrounding the words or phrases that might seem challenging to translate. On the other hand, “Screenful” and “*Terminologue*” strings are just that, strings consisting of a few words or often just one, with no additional context or explanation. This may not be a problem when it comes to words with only one meaning and cannot be mistaken for anything else. However, when a standalone word can be interpreted in many ways, especially when those interpretations are related in some way, this can hinder and frustrate the translation process.

Memsource split the “intro” file into 128 segments, contributing to a smooth and practical translation process. The first segment is the title of the document, “Gentle Introduction to *Terminologue*”, and here, right in the beginning, we encountered a translation problem. The phrase “gentle introduction” works in English quite well, and it refers to a simple and short introduction to a specific topic.

However, this should not be translated word for word in Croatian, i.e., “nježni/blagi uvod”, as this phrase is not commonly used and may sound awkward. Therefore, a better solution for this was “jednostavan uvod (=simple introduction)” or just “uvod (=introduction”).

It was also very important to pay attention to tags in the source text and paste them correctly into the target text so that the original format of the document is maintained in the translated version.

Furthermore, similar concepts like “entry” and “term” needed to be differentiated in Croatian, just like in English, to avoid confusion and ensure consistent terminology use.

The “info” file was split into 50 segments and proved to be the least difficult for translation because it is short and in text format, so the translator can rely on context. What was significant here is that “Dublin City University” appeared several times in the text, and the students discussed whether to translate the name of this institution, for example, “Sveučilište u Dublinu”, or leave it as is.

As for the “Screenful” strings file, the biggest problem was the context mentioned before. For example, the word “Clone” in English has the same form both for the noun and the verb, and the ambiguity does not have implications for the source text. However, in Croatian, this can be translated either as “Klon” if it is a noun or as “Kloniraj” if it is a verb. It is up to the translator to choose between the two based on what makes more sense to them.

Finally, the “*Terminologie*” strings file was the most cumbersome from the translator’s perspective. Firstly, these strings include the abbreviation tabs that appear when the user wants to create a new entry, such as “DEF” for definition, “XMPL” for example, and so on. These should all be adapted into Croatian and not just left as they are because the abbreviated terms are different in English and Croatian.

Also, one segment only contained the word “By”. This is particularly problematic in Croatian because, although there is an option to translate this as “Od strane”, it is not advised to use this construction as Croatian is much less tolerant of the passive voice than English. Instead, the sentence should be transformed from the passive into the active voice. In this case, “by” would mean that something is created by someone. Therefore, the standalone “By” segment should be translated into Croatian as “izradio/la” (izraditi=create).

In addition, English does not have inflected forms for the masculine, feminine, and neuter cases. Therefore, words like “checked” or “hidden” are in the same form for all three instances. In contrast,

Croatian does have different suffixes for each case, so when there is no indication of what these descriptive words describe, it is debatable which form to opt for.

Another issue is that Croatian requires more descriptiveness and does not tolerate syntheticism like English. To exemplify, the string “example sentence wording changed” cannot be translated word for word in Croatian, rather the translated version needs to be longer and contain more words than the original for the phrase to make sense, i.e., “promijenjen red riječi u primjeru rečenice (=changed wording in the example sentence)”.

It was interesting to realise how we Croatians rely heavily on English terminology, especially regarding IT and technological terms. English is embedded in our everyday lives, and we are surrounded by it everywhere we look, which can cause certain difficulties when attempting to translate some terms into Croatian. Despite the translator’s best efforts, terms translated into Croatian can sometimes appear clumsy and awkward compared to their English equivalents, precisely because English is smoother, easier, and more practical, a natural go-to when describing technological concepts.

There is an increasing trend of choosing and using English terms unnecessarily in ordinary conversations, even when there is a perfectly good Croatian equivalent for the same concept. In contrast, there are those on the other side of the spectrum, the so-called language purists, who sometimes go too far and offer solutions that can often sound funny and entirely impractical.

#### 5.3.6. Performing quality control and revisions

##### SPM’s review of student translations

After collecting all the students’ translations, the Senior Project Manager (SPM) compiled a table of remarks for the documents. These included corrections, but also suggestions which we should consensually agree upon. I liked that the SPM asked us for our opinions on the matter, rather than just giving us completed solutions without collaboration. The remarks were written in Croatian, so I took the liberty of translating the Croatian text into English, with some modifications, for this thesis. The table can be found below.

Table 1: Remarks on students' translations by the SPM

DOCUMENT STRINGS-CROATIAN (xlsx)			
seg no	en	hr	remark
	Gentle introduction	Uvod u <i>Terminologie</i>	Consistent in all documents!
	terminology	<b>nazivlje!</b>	Good job, Irena
36	CHECKING STATUS	status provjere	Many of you translated it as "provjera statusa"
	term	naziv	According to Struna, there is a difference between "pojam" ( <i>concept</i> ) and "naziv" ( <i>term</i> )
38	TERMS	nazivi	Many of you translated it as UVJETI (=TERMS AND CONDITIONS)
39	domain	domena	Although "područje" is better than "domena", "domena" is preferred for two reasons: so, we can keep the DOM abbreviation and because Microsoft chooses it
43	source	vrelo	According to Struna
44	annotation	označavanje ili <b>anotacija</b>	Term from corpus linguistics, annotating words in a corpus, e.g., by part-of-speech etc. This is what is mean here, because part-of-speech, plural labels, etc. are added. <a href="http://darhiv.ffzg.unizg.hr/id/eprint/6227/1/diplomski_cebovic.pdf">http://darhiv.ffzg.unizg.hr/id/eprint/6227/1/diplomski_cebovic.pdf</a> I OPTED FOR ANOTACIJA BECAUSE OF THE compound annotation label (oznaka anotacije) CONFIRMED BY PROFESSOR JAKOPEC
51	trademark	žig	<a href="https://www.dziv.hr/hr/intelektualno-vlasnistvo/zigovi/medunarodna-zastita/pristojbe/">https://www.dziv.hr/hr/intelektualno-vlasnistvo/zigovi/medunarodna-zastita/pristojbe/</a>
	registered trademark	zaštićeni žig	<a href="https://www.dziv.hr/hr/intelektualno-vlasnistvo/zigovi/medunarodna-zastita/pristojbe/">https://www.dziv.hr/hr/intelektualno-vlasnistvo/zigovi/medunarodna-zastita/pristojbe/</a>
63	any	bilo koji ili svi?	I changed my mind multiple times, finally I opted for "bilo koji"
74	invalid password	nevažeća	Then incorrect password is „netočna lozinka"
100	extranet	ekstranet	CONFIRMED BY PROFESSOR JAKOPEC



	EXTRANETS	EKSTRANETI	Question for programmers: does this work as a plural?
108	Create Remove Merge	Izradi Ukloni Spoji	imperative? when does it address the user, and when does the user give a command to the tool
110	entry	natuknica	According to Struna
114, 115, 215, 221	label	oznaka	if label is „oznaka“, then tag cannot also be „oznaka“...  Professor Jakopec says „labela“, but look at the explanation below, BUT USER INTERFACE IS IN QUESTION AND LABELA IS NOT USED ANYWHERE, AT LEAST I THINK SO ☺
119	tag	oznaka? /tag	Question for programmers, is there anything better? does tag work in Croatian? Professor Jakopec says “oznaka”! see below I WOULD STILL PREFER TAG BECAUSE WE HAVE ENOUGH OF “OZNAKA”!
128	abbreviation	kratica	“kratice” are typically written in lower case (abbreviations), “pokrate” are acronyms
155	non-essential	nije nužno	*nevažno
157	live not live	aktivno? neaktivno?	*uživo *nije uživo (what does that mean in the context of <i>Terminologie</i> )
177	blurb	kratak opis or kratak promotivni prikaz	Publishers say „kratak promotivni prikaz“ (short promotional description) (professor Velagić)  I think „kratak opis“ (short description) is more suitable because it does not have a promotional purpose?
211	term wording changed	promijenjena formulacija naziva?	Some wrote „pravopis“ (=spelling) (Matej), I’m not sure...
233	example sentence wording changed	promijenjen red riječi u primjeru rečenice	Tomislav
246	non- essentiality changed	promijenjen status važnosti	
	blank	prazno	Maybe „praznina“?

305	number of items in history log	broj zapisa u popisu aktivnosti	<p>CONFIRMED BY PROFESSOR JAKOPEC</p> <p>Log is an overview of activities. I don't translate the term log, I leave it as is. Regarding the whole phrase, a suitable translation would be "broj zapisa u popisu aktivnosti". We drop the term "povijest" (=history) because the log itself is history. If I don't translate log because the audience understands it, the translation would be "broj log zapisa".</p> <p>The problem may arise from the context. I looked at the terms from the developer's perspective who encounters these terms while developing software. In turn, if the terms are a part of the app and are displayed to the user through the interface, the end user's understanding of those terms should be looked into and then translated accordingly.</p>
303	Your termbase at a glance	Kratak pregled vaše terminološke baze	*na prvi pogled_
Document intro.hr			
6	create	izraditi	"stvari" does not seem right to me even though Microsoft says so...
13	If you are new to <i>Terminologue</i>	Ako ste novi korisnik <i>Terminologuea</i>	„ako ste novi u T.“ is a literal translation
19	There is no upper limit on the number of entries your termbase can contain.	Broj natuknica koje terminološka baza može sadržavati nije ograničen.	Bungić - excellent
20	To open an entry, click on it and it will appear on the space on the right hand-side.	Da biste otvorili natuknicu, kliknite na nju i pojavit će se na desnoj strani radnog sučelja.	Bungić – excellent
24	button	<b>gumb</b> /tipka	Microsoft says "tipka"...
	concept	<b>pojam</b>	According to Struna <a href="http://struna.ihjj.hr/page/o-struni/">http://struna.ihjj.hr/page/o-struni/</a>

30	transfer comment	<b>oznaka za prijenos?</b>	Did anyone figure out what this means?
	configuring	<b>podešavanje/dodjeljivanje</b>	I kept configuring, what do you think?
64	<i>Terminologue</i> has access to a large database of inflected forms of words in many different languages, so for example, a search for 'walk' will find terms containing 'walking', 'walked', 'walks' and so on.		šetnja hodanje????
66	Smart search in action.	<b>na djelu</b>	*u akciji – literal!
69	faceted filtering	<b>filtriranje po svojstvima</b>	
98	reader	<b>čitatelj</b>	čitač?
	creator	<b>autor</b>	*stvoritelj (autor according to Microsoft)
DOCUMENT screenful strings (xlsx)			
	hyphen	spojnica! -	Many of you put “crtica” (that’s a dash, ctrl minus –)
	space	razmak	Matej, great, bjelina ☺
	enter your e-mail	svoju	* not “vašu”
	signup vs sign in	registracija vs prijava	Distinguish between the two
	narrow screen	uzak zaslon or suzi zaslon?	Matej, Dunja
	reset	ponovno postaviti	*resetirati
	revive	obnovi	not *oživi
	WORKLIST	radna lista, radni popis, popis za rad	What to choose? Mandarić radni popis!
	Ready.	Spreman. Spremno?	

This table shows how much of a struggle seemingly simple terms can be for translators. The SPM acknowledged some elegant solutions provided by the students, suggested improvements, asked experts for additional assistance, and worked closely with us to create a successful translation result.

### Revision by students

The revision process was organized by the SPM in a way that each student received two longer files, namely “intro” and “*Terminologue strings*”, translated by their fellow colleagues in a Word bilingual format which then needed to be proofread and revised, while paying particular attention to terminology and tag placement. Each student had to enter any comments and suggestions in the last column. Afterwards, the revised documents had to be returned to the colleagues and uploaded on Moodle so that the SPM could track the revision work. Finally, when the revised translations were sent back, students had to update them with care, run the final QA, complete the assignment, export the completed version from jobs view, and upload the two translations on Moodle.

I received a translation from my colleague Valentina Jelić. Overall, I think that Valentina provided a very good translation and that she paid attention to terminology and the placement of tags. I entered some comments and suggestions in the last column for more accuracy and precision. Since there are more than 100 segments for the “intro” and more than 300 segments for “*Terminologue strings*”, the table below is a compilation of some segments for which I entered comments:

Table 2: Corrected segments from Valentina’s “intro” translation

Segment	Source (en)	Target (hr)	Comment
7	{1>Your personal <i>Terminologue</i> homepage after you have logged in.<1}	{1>Vaša osobna <i>Terminologue</i> početna stranica nakon što ste se prijavili.<1}	Početna stranica u <i>Terminologue</i> u
9	When creating a new termbase, <i>Terminologue</i> will ask you what URL you would like for the termbase.	Prilikom izrade nove terminološke baze, <i>Terminologue</i> će vas pitati koji URL želite za terminološku bazu.	Without comma after „baze“
13	If you are new to <i>Terminologue</i> , it is recommended that you select a template in the drop-down list, for	Ako ste novi u <i>Terminologue</i> u, preporučuje se da odaberete predložak na okviru s padajućim popisom, na primjer {1>Jednostavna	template in the drop-down list -> predložak s padajućeg popisa

	example {1>Simple Bilingual Termbase<1}.	dvojezična terminološka baza<1}.	
14	Your termbase will come preconfigured with certain settings (which you can change any time later) as well as a few sample entries (which you can delete).	Vaša će terminološka baza biti unaprijed konfigurirana s određenim postavkama (koje možete promijeniti u bilo koje vrijeme kasnije) kao i s nekoliko uzoraka unosa (koje možete izbrisati).	sample entries -> ogleđni unosi
27	Each entry in <i>Terminologue</i> represents a concept, and each concept consists of elements such as terms, definitions, domain labels and so on.	Svaki unos u <i>Terminologueu</i> predstavlja koncept, a svaki koncept sastoji se od elemenata kao što su pojmovi, definicije, oznake domene i tako dalje.	pojam -> naziv, apply on the rest of the text
28	The tabs at the top allow you to edit these: you can edit the entry's terms under the TRM tab, its definitions under the DEF tab and so on.	Kartice na vrhu omogućuju vam uređivanje ovoga: termine unosa možete urediti na kartici TRM, njegove definicije na kartici DEF i tako dalje.	- uređivanje sljedećeg:... - you can translate TRM into, e.g. NZV
34	If you started your termbase from a template, then you will already have some metadata preconfigured here.	Ako ste započeli svoju terminološku bazu iz predloška, imati ćete neke metapodatke unaprijed konfigurirane.	imat ćete
47	You can also change the termbase back to {5>private<5} any time.	Također, možete vratiti terminološku bazu natrag u {5>Privatno<5} bilo kada.	Without “natrag”
52	All publicly viewable pages have responsive design and render well on screens of all sizes, from large desktop computers to small mobile devices.	Sve javno vidljive stranice imaju responzivan dizajn i dobro su prikazane na zaslonima svih veličina, od velikih stolnih računala do malih mobilnih uređaja.	responzivan -> odgovarajući
73	When attaching a grammatical label to a term, you can optionally tell <i>Terminologue</i> which substring of the term it applies to.	Prilikom dodavanja gramatičke oznake pojmu, <i>Terminologueu</i> možete neobavezno reći na koji podniz pojma se odnosi.	“neobavezno” is a bit awkward, suggestion: ako hoćete, možete <i>Terminologueu</i> reći...
74	Then, when <i>Terminologue</i> is displaying the term in the formatted rendering of the entry, it will insert the	Zatim, kada <i>Terminologue</i> prikazuje pojam u formatiranom prikazu unosa, umetnut će oznaku u pojam na ispravnoj lokaciji.	lokaciji -> mjestu

	label into the term at the correct location.		
78	Another innovative and unusual feature of <i>Terminologue</i> is that a term can be shared among multiple entries.	Još jedna inovativna i neobična značajka <i>Terminologuea</i> je da se pojam može dijeliti među višestrukim unosima.	višestrukim unosima-> više unosa
85	Term sharing is useful if terms in your termbase are richly annotated with grammatical labels and inflected forms.	Dijeljenje pojma korisno je ako su pojmovi u vašoj terminološkoj bazi bogato označeni gramatičkim oznakama i gramatičkim oblicima.	bogato označeni -> bogati
91	Users with administrator privileges can use <i>Terminologue</i> 's faceted search feature to obtain a list of unchecked entries and review them periodically.	Korisnici s ovlastima administratora mogu koristiti <i>Terminologueovu</i> značajku pretraživanja kako bi dobili popis nepotvrđenih unosa i povremeno ih pregledavali.	faceted search feature -> značajka pretraživanja po aspektima/ skupu svojstava
101	'Configurator': same as Administrator, and can make changes to the termbase's configuration, which includes potentially destructive operations such as deleting the termbase.	"Konfigurator": isto kao i Administrator, ali može mijenjati konfiguraciju terminološke baze, što uključuje potencijalno destruktivne operacije kao što je brisanje terminološke baze.	operacije -> radnje
103	<i>Terminologue</i> keeps a log of every change to every entry and it is possible to see the history of each entry in the editing interface.	<i>Terminologue</i> vodi evidenciju o svakoj promijeni unosa te je moguće vidjeti povijest svakog unosa u sučelju za uređivanje.	promjena without "i"
107	{1>The history of an entry is displayed in <i>Terminologue</i> as a timeline.<1}	{1>Povijest unosa prikazana je u <i>Terminologueu</i> kao vremenska traka.<1}	traka -> crta
118	{1>An entry with a few tags and notes.<1}	{1>Unos s nekoliko oznaka i bilješki.<1}	„bilješki“ – in the 110th segment you wrote „bilježaka“, so it is better that you stick to one form
121	Users of a termbase with Administrator privileges	Korisnici terminološke baze s ovlastima Administratora	koji unosi

	can create new extranets, decide which entries go on which extranet, and decide which users have access to which extranet.	mogu stvoriti nove ektranete, odlučiti koje unosi idu na koji ektranet te odlučiti koji korisnici imaju pristup kojem ektranetu.	
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Valentina also managed the “*Terminologue strings*” very well. She remembered all the terminology we agreed upon in class and diligently translated this document. Some of my comments and suggestions can be found in the table below:

*Table 3: Corrected segments from Valentina’s “Terminologue strings” translation*

Segment	Source (en)	Target (hr)	Comment
4	A short and sweet guided tour of <i>Terminologue</i> for beginners.	Kratki i slatki pregled <i>Terminologuea</i> za početnike.	Space between „pregled“ and „ <i>Terminologuea</i> “
40	term	Pojam	lower case
68	no acceptability	neprihvatljivost	bez prihvatljivosti
75	INTR	INTR	UV or UVD (uvod)
149	publishable	objavljivo	može se objaviti
203	domains reordered	domena preuređena	reordered - promijenjen redoslijed
277	Prefabricated comments	Montažni komentari	gotovi komentari
280	NOT	BEZ	I think this refers to note, suggestion: BILJ
296	Careful now!	Oprezno sada!	Oprez!

Also, my translation of these documents was revised by my colleague Anamarija Pezer. She performed the revision very carefully and professionally. When she sent me her comments and suggestions, I realised the importance of including a new pair of eyes in the translation process because sometimes one person cannot cover everything. Here are some corrections she suggested for my “intro” translation:

*Table 4: Corrected segments from my “intro” translation by Anamarija*

Segment	Source (en)	Target (hr)	Comment
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4	Once you have an account you can log in using your e-mail address and password.	Nakon što napravite račun, možete se prijaviti pomoću adrese e-pošte i lozinke.	suggestion: nakon što otvorite račun
24	To edit the entry, click the {1>Edit<1} button at the top.	Da biste uredili unos, kliknite gumb {1>Uredi<1} na vrhu.	I think that “gumb” is not separated from the bracket, separate it
30	Once the term has been added you can add more information to it, for example a part-of-speech label, a transfer comment, or one or more inflected forms.	Nakon što je naziv dodan, možete mu dodati više informacija, na primjer oznaku za vrstu riječi, komentar za prijenos ili jedan ili više gramatičkih oblika.	inflected forms - izvedeni oblici (according to the Croatian Language Portal, we supposed that it should be that way in class, so apply it to the other sentences where “inflected forms” appears
34	If you started your termbase from a template, then you will already have some metadata preconfigured here.	Ako ste započeli svoju bazu termina iz predloška, ovdje će već neki metapodatci biti unaprijed konfigurirani.	terminološku bazu, consistency
51	The public presentation of your termbase is optimized to be easily discoverable by search engines such as Google and Bing.	Javna prezentacija vaše terminološke baze optimizirana je tako da se može lako pronaći pomoću tražilica kao što su Google i Bing.	suggestion: javni prikaz?
62	The list of entries you obtain from {5>smart search<5} is ordered in such a way that entries which match your search text more or less completely and exactly are at the top, followed by multi-word entries which contain the search text as a word.	Popis unosa koji dobijete {5>pametnim pretraživanjem<5} posloženi su tako da se unosi koji se manje-više potpuno i precizno podudaraju s tekstom za pretraživanje nalaze na vrhu, nakon čega slijede unosi s više riječi koji sadrže tekst za pretraživanje kao riječ.	suggestion: tekst za pretraživanje – traženi tekst/željeni tekst?
63	This matching is inflection-aware.	To podudaranje uzima u obzir fleksiju.	inflection: change of word form in Microsoft,



			inflected form: izvedeni oblik in CLP, here it is just inflection, so we can translate it like in Microsoft
75	The user can mouse-over the label and <i>Terminologue</i> will highlight the substring it applies to.	Korisnik može prijeći mišem preko oznake i <i>Terminologue</i> će označiti podnaziv na koji se odnosi.	substring – podniz in Microsoft
105	From the log it is possible to revert changes by bringing previous versions back to life by clicking the {1>Revive<1} link which appears when you hover the mouse on it.	Iz zapisnika je moguće vratiti promjene oživljavanjem prethodnih verzija klikom na vezu {1>Oživi<1} koja se pojavljuje kada prijedete mišem preko nje.	suggestion: oživljavanjem – vraćanjem prethodnih verzija? oživi- vrati?

Table 5: Corrected segments from my “Terminologue strings” translation by Anamarija

Segment	Source (en)	Target (hr)	Comment
4	A short and sweet guided tour of <i>Terminologue</i> for beginners.	Kratak i sladak vodič kroz <i>Terminologue</i> za početnike.	suggestion: kratak vodič kroz <i>Terminologue</i> ...
12	Get an account	Nabavite račun	suggestion: otvorite račun
42	acceptability	prihvatljivost	normativni status (discussed in class)
48	inflection	fleksija	in Microsoft, inflection is “promjena oblika riječi”
179	reader	čitač	suggestion: čitatelj, čitač sounds inanimate
251	Enter a human-readable title such as “My Dictionary of Sports Terms”.	Unesite naslov koji može pročitati čovjek kao što je “Moj rječnik sportskih naziva”.	in Microsoft the translation is “ljudski čitljiv” (human-readable)
271	DRAFTING STATUS	STATUS IZRADE	in Microsoft “draft” is translated as

			skica, suggestion: status skice?
314	excluding subdomains	isključujući pod-domene	poddomena ( <a href="https://www.enciklopedija.hr/natuknica.aspx?id=15838">https://www.enciklopedija.hr/natuknica.aspx?id=15838</a> )

Revision by the Junior Project Manager / Main Translator

Apart from participating in the translation and revision process among other students, I also performed the final revision of the students' compiled translations. This revision was conducted in the same way as the students' revision – I entered my comments in the last column of the bilingual Word documents. The tables below are excerpts of these comments.

Table 6: My final revision of the “intro” document

Segment	Source (en)	Target (hr)	Comment
11	If and when you decide to make your termbase publicly available, it will be available at that URL.	Ako se odlučite objaviti svoju terminološku bazu, ona će biti javno dostupna na tom URL-u.	suggestion: without se?
13	If you are new to <i>Terminologue</i> , it is recommended that you select a template in the drop-down list, for example {1>Simple Bilingual Termbase<1}.	Ako tek počinjete koristiti <i>Terminologue</i> , preporučuje se da odaberete predložak iz padajućeg izbornika, na primjer {1>Jednostavna dvojezična terminološka baza<1}.	Ako ste novi korisnik <i>Terminologuea</i> -> Ako tek počinjete koristiti <i>Terminologue</i>
22	What you see here is a formatted rendering of the entry.	Ovdje vidite formatiranu natuknicu.	Suggestion: formatirani prikaz natuknice?
24	To edit the entry, click the {1>Edit<1} button at the top.	Da biste uredili natuknicu, kliknite na tipku <1>Uredi<1> na vrhu.	gumb -> tipka
28	The tabs at the top allow you to edit these: you can edit the entry's terms under the TRM tab, its definitions under the DEF tab and so on.	Kartice na vrhu omogućuju vam uređivanje: možete urediti nazive u natuknici na kartici NAZ (naziv), definicije na kartici DEF i tako dalje.	TRM -> NAZ

33	Many of the lists of values, such as part-of-speech labels, domain labels and so on, constitute the termbase's metadata and can be configured individually for each termbase in the {1>Administration<1} section.	Mnogi popisi vrijednosti, kao što su oznake za vrstu riječi, oznake domena i tako dalje, čine metapodatke terminološke baze i mogu se konfigurirati pojedinačno za svaku terminološku bazu u odjeljku {1>Administracija<1}.	I would leave "konfigurirati" because there is also "konfigurirano" and "konfiguracija", so I would rather not change all of that into "podešeno", "podešavanje", etc.
62	The list of entries you obtain from {5>smart search<5} is ordered in such a way that entries which match your search text more or less completely and exactly are at the top, followed by multi-word entries which contain the search text as a word.	Popis natuknica koje dobijete {5>pametnim pretraživanjem<5} poredan je tako da se natuknice koje se više ili manje, odnosno u potpunosti podudaraju s tekстом pretraživanja nalaze na vrhu, nakon čega slijede natuknice koje imaju više riječi, a koje sadrže riječ navedenu za pretragu.	Suggestion:tako da se natuknice koje se manje-više potpuno i precizno podudaraju...
63	This matching is inflection-aware.	Podudaranje uzima u obzir fleksiju.	Suggestion: in Microsoft inflection is "promjena oblika riječi"
64	<i>Terminologue</i> has access to a large database of inflected forms of words in many different languages, so for example, a search for 'walk' will find terms containing 'walking', 'walked', 'walks' and so on.	<i>Terminologue</i> ima pristup velikoj bazi podataka izvedenih oblika riječi na mnogo različitih jezika, tako da će, na primjer, pretraživanje riječi "hod" pronaći nazive koji sadrže "hodanje", "hodao", "hoda" i tako dalje.	walk -> hod
71	It will surprise no-one that, in <i>Terminologue</i> , you can attach part-of-speech label and other grammatical labels to terms.	Nije iznenađenje da u <i>Terminologueu</i> nazivima možete pridružiti oznake vrsta riječi i druge gramatičke odrednice.	suggestion: odrednice -> oznake, for consistency

74	Then, when <i>Terminologie</i> is displaying the term in the formatted rendering of the entry, it will insert the label into the term at the correct location.	Kada <i>Terminologie</i> prikazuje naziv u formatiranoj natuknici, umetnut će oznaku u naziv na ispravno mjesto.	suggestion: formatiranom prikazu natuknice
80	You can click the icon to see which other entries share this term.	Možete kliknuti ikonu da biste vidjeli koje natuknice također sadrže taj naziv.	I'm not sure if the verb "kliknuti" goes with the preposition "na"?
100	'Administrator': same as Creator, and can edit metadata (domain lists etc.), can change the status of entries, and can create extranets (see below).	"Administrator": isto kao i Autor, a može uređivati metapodatke (popise domena itd.), promijeniti status natuknica i izraditi ekstranet (vidi dolje).	suggestion: ekstranete? (plural)
105	From the log it is possible to revert changes by bringing previous versions back to life by clicking the {1>Revive<1} link which appears when you hover the mouse on it.	Iz popisa aktivnosti moguće je poništiti promjene vraćanjem prethodnih verzija klikom na poveznicu {1>Vrati<1} koja se pojavljuje kada preko nje prijeđete mišem.	suggestion: revive -> obnovi?
116	The difference between {3>prefabricated comments<3} and {4>comments<4} is that there is a fixed list of {5>prefabricated comments<5} which a user can choose from in a drop-down list (these can be configured in the termbase's {6>Administration<6} section) while {7>comments<7} can be any text.	Razlika između {3>ponuđenih komentara<3} i {4>komentara<4} je u tome što postoji fiksni popis {5>ponuđenih komentara<5} koje korisnik može odabrati iz padajućeg menija (oni se mogu konfigurirati u odjeljku {6>Administracija<6} terminološke baze), dok se kao {7>komentari<7} može unijeti bilo koji tekst.	suggestion: padajućeg izbornika  suggestion: dok komentari mogu biti/sadržavati bilo koji tekst
117	{8>Comments<8} and {9>prefabricated comments<9} can be	{8>Komentari<8} i {9>ponuđeni komentari<9} mogu se upariti, tako da	Should the part in the brackets

	paired, so the {10>prefabricated comments<10} can give the {11>comments<11} a type (saying what kind of comment it is).	{10>ponuđeni komentari<10} mogu odrediti vrstu {11>komentara<11}.	be left out or translated?
123	Comments left by extranet users are visible in the editing interface (as {1>notes<1}) and their purpose is to inform the termbase editor's decisions.	Komentari koje su ostavili korisnici ektraneta vidljivi su na sučelju za uređivanje (kao {1>bilješke<1}), a njihova je svrha pomoći uredniku terminološke baze donositi odluke.	The second part of the sentence is a bit unclear to me, I translated it like this: “...a njihova je svrha navesti odluke urednika terminološke baze.” I thought that the decisions of the editor are written in those comments, not that they help him make decisions.

Table 7: My final revision of the “info” document

Segment	Source (en)	Target (hr)	Comment
10	This instance is hosted by the {4>Gaois research group<4} (Dublin City University).	Dublin City University, {4>istraživačka skupina Gaois<4} pruža usluge hostinga.	suggestion: Maybe leave Dublin City University at the end in the bracket like in the original?

Table 8: My final revision of the “Terminologie strings” document

Segment	Source (en)	Target (hr)	Comment
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61	By	Od strane	suggestion: promijenio/izradio? All professors are telling us to avoid “od strane”, so I would maybe change it
77	INTROS	UVODI	We haven’t decided what to do with the plural, I would leave “uvodi”, because “intros” has 6 letters, so “uvodi” should be good with 5 letters
101	EXT	EKS	EXT -> EKS, agreed
119	Tags	Oznake	tagovi -> oznake
131	unselect all	izostavi sve	suggestion: poništi odabir za sve?, also a bit wordy, but I think the meaning is more accurate
142	stop sharing	prestani zajednički koristiti	suggestion: prestani dijeliti?
144	Change publishing status to	Promijeni status objavljivanja u	In no 37 “status objave”, and here it is “status objavljivanja”. I think “status objavljivanja” is better?
155	non-essential	nije važno	I was thinking about this, since we also have “non-essentiality status”, maybe it is better to leave “nije važno” and “status važnosti”, this seems the simplest solution. If we would choose “status neophodnosti”, then “non-essential” would have to be “nije neophodno”, which sounds unnecessarily complicated to me
211	term wording changed	promijenjena formulacija naziva	suggestion: promijenjen tekst/sadržaj naziva
320	If you remove yourself from this termbase you will lose access to it.	Ako se uklonite iz ove terminološke baze, izgubit ćete pristup.	suggestion: ...nećete joj više moći pristupiti

Table 9: My final revision of the “Screenful strings” document

Segment	Source (en)	Target (hr)	Comment
64	If you have forgotten your password, enter your e-mail address and we will send you instructions on how to create a new one.	Ako ste zaboravili lozinku, unesite svoju adresu e-pošte i poslat ćemo vam upute kako izraditi novu.	We talked about whether “svoju” or “vašu” is correct, I found these links: <a href="http://kreacija.info/moj-ili-svoj/">http://kreacija.info/moj-ili-svoj/</a> <a href="https://ciklopea.com/hr/blog-hr/jezik/jezicna-pogreska-br-13-svoj-vs-moj/">https://ciklopea.com/hr/blog-hr/jezik/jezicna-pogreska-br-13-svoj-vs-moj/</a> <a href="https://www.lektoriranje.org/jezicni-savjetnik/2/3/2016/svoj-ili-moj">https://www.lektoriranje.org/jezicni-savjetnik/2/3/2016/svoj-ili-moj</a> All three of them says that if the relation between the subject and object is expressed, i.e., the subject owns the object, the reflexive-possessive pronoun “svoj” is correct, not the possessive pronoun “vaš”. I couldn’t find a more reliable source, but I think this is correct.
103	entries per page	natuknica po stranici	suggestion: broj natuknica po stranici?

### 5.3.7. Preparing the localised content for publication

After all the quality checks and revisions had been performed, the SPM and I made sure that the translated documents were exported in the original format, namely, that the “intro” and “info” files were in .md format and that “Terminologue” and “Screenful” files are in Excel format. When this was checked, the SPM sent the four documents to Mr Ó Raghallaigh and asked to see the version of the website in Croatian once it becomes available so that we can have one final check before it goes public. He agreed to send us a test Croatian version when the translated content is integrated into the website.

About a month later, he contacted us and sent us a link to the test version. Professor Omazić and I individually checked the content and spotted a few mistakes that went unnoticed in the QC and revision process, or that were noticed, but were not marked. Those were mostly typos or missing spaces, which can happen during the transfer of the code onto the website. We reached back to Mr. Ó Raghallaigh, sent him the corrected md. formats and additionally highlighted the corrections in Excel sheets so that they can be more visible.

He updated these corrections in the test version and sent it back to see if all the changes were successfully applied. I checked the updated Croatian version and determined that all the errors we spotted were corrected. Professor Omazić also confirmed that everything seems in order and approved to give the green light for the test version to go live.

### 5.3.8. Launching the localised product

On 21 October 2021, Mr Ó Raghallaigh reached out to us for the last time, saying that the Croatian version of *Terminologue* is now live, and thanked us once again for providing the translation. I was very excited to see the finished product of so much hard work and diligence from our student group, the SPM, and other experts and consultants who participated in the project. The live version turned out well, all due to the collective effort, teamwork, and good organisation from everyone involved. This is how the home screen of the Croatian live version looks like:

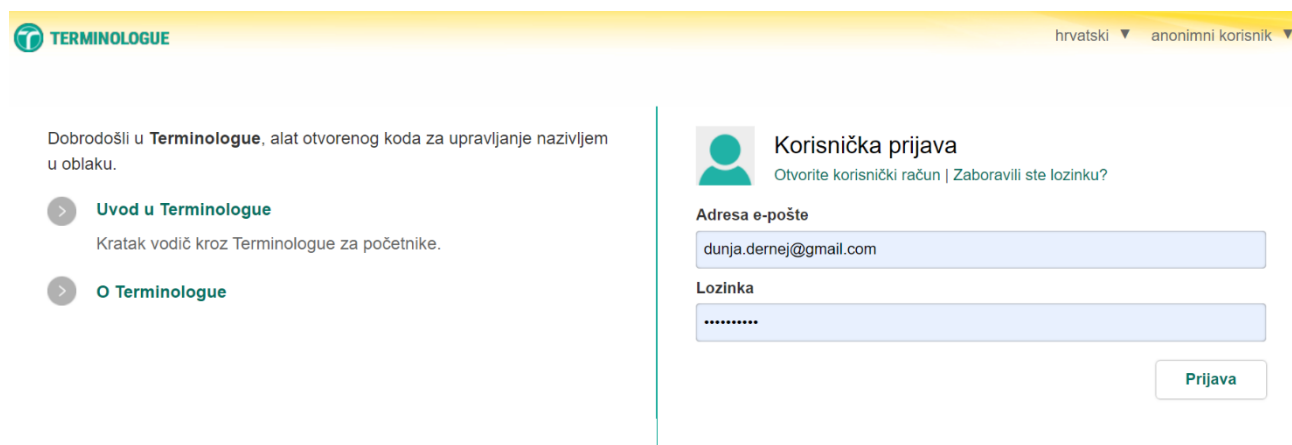


Figure 26: Home screen of the Croatian live version of Terminologue



#### **5.4. Challenges and solutions in the *Terminologue* localisation process**

Even though we were not a large student group, aligning terminology and maintaining consistency throughout the target text was probably the greatest challenge in this process. Due to many student translations and different versions that had to be compiled together into a single draft, sometimes a few inconsistencies slipped through the cracks, but were fortunately picked up during the several layers of revisions.

Sometimes, it was also hard to completely focus on the localisation project as Intro to Terminology was only one of several other courses we attended and had to complete tasks for. That is why it was imperative to organise our time wisely and compartmentalise all the steps needed to finish the project successfully. The SPM was of great help here and guided us through more complex phases.

In addition, this was the first time we encountered and participated in website localisation. We were familiar with the general idea and have translated various documents, book excerpts, and media within our Translation Studies courses, but this was something new altogether. Considering that, I think this localised product turned out excellent, and the students had the opportunity to shine and show off their translation and organisation skills. All of us definitely learned a lot from this project.

Regarding the translation challenges, there were many in this project, as in all localisation processes. The ever-problematic context was a real brainteaser, but at the same time, sometimes it was fun and exciting trying to come up with a solution for certain mysteries, especially in the strings files. We did our best to combine our translation skills, knowledge of the world, reliable terminology sources and experts' input to decide what the best translation could be. Of course, it is impossible to make fifteen people agree on a solution, so sometimes, the majority rule had to prevail in decision-making.

Furthermore, localisation is a rather time-consuming process, which is necessary to go through all the steps and make sure everything is done correctly. Still, by the end of it, translators practically know the text by heart. They have exhaustively examined the source and target documents multiple times, which can result in burnout and lack of effort. However, this was avoided mainly because there were more translators, and the workload could be distributed so the participants would not get overwhelmed. We worked very well as a team, and everyone fulfilled their obligations on time and to the best of their ability. We communicated daily and were always glad to help each other whenever

we could. Therefore, the project's duration and “heaviness” were compensated by teamwork and cooperation.

Another challenge to overcome was communication with developers from Ireland. Remote communication, e-mails, and several questions we asked each other further extended the length of the project. It would be easier if we were all in one place or working from one office. However, this is rarely the case in the work of a localiser and translator. Therefore, this process prepared us for future experiences with remote clients and colleagues. Also, Mr Brian Ó Raghallaigh was very kind, patient, and informative on all the issues we expressed, and we were lucky to have him as a communication point.

My multi-faceted role in *Terminologie* localisation was also quite challenging for me. I participated in translation, revision, and project management. At first, I did not think I would be able to take over so many responsibilities, but with the help of my professor and colleagues, I managed to organise myself well and carefully keep track of the procedure for this case study and for my own self-development.



## 6. CONCLUSION

In conclusion, the field of localisation, which emerged around three decades ago, owes its growth to modern digitization and technology. Localisation involves adapting global products to specific locales, encompassing cultural and linguistic nuances. Integrated within the broader GILT framework – globalization, internationalization, localization, and translation - localization plays a pivotal role in product marketing and cultural integration.

This thesis emerged from a collaboration between the University of Osijek Translation Studies students, Professor Marija Omazić, and the Gaois Research Group in Fiontar & Scoil na Gaeilge from Dublin, Ireland. The process encompassed various stages, from organization and translation to revisions and finalisation. This project holds immense potential as an instructive analysis and case study, beneficial for future ventures involving the translation and localization of digital content from English to Croatian.

Despite our relatively small student group, the localisation process presented significant challenges, particularly in aligning terminology and ensuring consistency in the target text. Balancing the localisation project alongside other courses, notably "Introduction to Terminology," demanded effective time management and organisation of localisation steps. The Professor's guidance proved invaluable in navigating complex phases. The encounter with website localisation allowed the students to present their linguistics and organisational skills.

The translation challenges inherent in localisation processes ranged from intricate contextual puzzles to collaborative decision-making. The project's time-intensive nature is essential for thorough execution. Effective teamwork, timely fulfilment of obligations, and mutual assistance counterbalanced the project's duration and intensity.

Overcoming communication hurdles with Irish developers highlighted the significance of remote collaboration. This experience readied us for future interactions with distant clients and colleagues. The support of Mr Brian Ó Raghallaigh was pivotal in this aspect. Embracing a multifaceted role in *Terminologie* localisation, including translation, revision, and project management, initially appeared daunting. Nevertheless, with mentorship and teamwork, effective organisation and self-development were achieved.

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## 8. APPENDICES

### *Appendix 1: Gentle Introduction to Terminologue*

# Gentle introduction to Terminologue

This page is a brief walk-through of Terminologue's most important features. To start using Terminologue, go to the [home page](/) and open an account. Once you have an account you can log in using your e-mail address and password. When you are logged in, the home page has a section titled *\*Your termbases\**. The section is empty at first but there is a link to create a new termbase.

![Your personal Terminologue homepage after you have logged in.](/docs/intro01.png)

You can create as many termbases as you want and you can always delete them later. When creating a new termbase, Terminologue will ask you what URL you would like for the termbase. Each termbase in Terminologue has its own URL, such as ``www.terminologue.org/mytermbase``. If and when you decide to make your termbase publicly available, it will be available at that URL.

![Creating a new termbase in Terminologue.](/docs/intro02.png)

If you are new to Terminologue, it is recommended that you select a template in the drop-down list, for example *\*Simple Bilingual Termbase\**. Your termbase will come preconfigured with certain settings (which you can change any time later) as well as a few sample entries (which you can delete).

Once your termbase has been created you can go to its homepage and from there to the editing interface. This is where you create and edit terminological entries. There is a list of entries on the

left-hand side. You can delete the sample entries if you want, and you can create as many new entries as you want. There is no upper limit on the number of entries your termbase can contain. To open an entry, click on it and it will appear on the space on the right hand-side.

![Terminologue's editing interface, showing the list of entries on the left and one entry open on the right.](/docs/intro03.png)

What you see here is a formatted rendering of the entry. This is what the entry will look like if and when you decide to make your termbase public. To edit the entry, click the *\*Edit\** button at the top. Terminologue opens the entry for editing.

![An entry open for editing.](/docs/intro04.png)

Each entry in Terminologue represents a concept, and each concept consists of elements such as terms, definitions, domain labels and so on. The tabs at the top allow you to edit these: you can edit the entry's terms under the TRM tab, its definitions under the DEF tab and so on. For example, to add a new term to the entry, click the plus sign under the TRM tab and fill in the wording of the term. Once the term has been added you can add more information to it, for example a part-of-speech label, a transfer comment, or one or more inflected forms. Once you have finished editing the entry, do not forget to click the *\*Save\** button at the top (or use the *\*Ctrl + Shift + S\** keyboard shortcut).

Editing an entry basically means typing text into boxes and selecting values from lists. Many of the lists of values, such as part-of-speech labels, domain labels and so on, constitute the termbase's metadata and can be configured individually for each termbase in the *\*Administration\** section. If you started your termbase from a template, then you will already have some metadata preconfigured here.

![[The Administration section where you can configure various lists for your termbase, such as part-of-speech labels (shown here).]](/docs/intro05.png)

Other properties of your termbase can be configured in the *\*Configuration\** section. One important thing you have control over is who has access to the termbase and who can make changes there, besides yourself. This can be found under *\*Users\**. You will see your own e-mail address listed there. This means that you have access to this termbase. You can add other users here and configure their access privileges (for example: some users can edit entries and other cannot, some users can only edit entries but cannot delete or create them, some users cannot edit metadata, and so on). Any user on this list will have access to your termbase – provided they have a Terminologue account. The next time they log in, they will see the termbase listed under *\*Your termbases\** on the Terminologue homepage.

![[Configuring who can access your termbase.]](/docs/intro06.png)

Terminologue is not just a tool for editing termbases, it is a tool for making termbases publicly available on the web, too. To make a termbase publicly viewable, go into *\*Publishing\** in the *\*Configuration\** section and change the setting from *\*Private\** to *\*Public\**. You can also change the termbase back to *\*private\** any time. You can even decide which entries are publicly visible and which not: any entry can be labelled as *\*hidden\** in the editing interface and it will then not be visible publicly, even if the termbase as a whole is public.

![[Making a termbase publicly viewable.]](/docs/intro07.png)

From the moment you make your termbase public, its homepage (for example ``www.terminologue.org/mytermbase``) will display a textbox where people can search your

termbase. The public presentation of your termbase is optimized to be easily discoverable by search engines such as Google and Bing. All publicly viewable pages have responsive design and render well on screens of all sizes, from large desktop computers to small mobile devices.

![The homepage of a publicly viewable termbase.](/docs/intro08.png)

Now that we have seen how to use Terminologue to create, edit and eventually publish a termbase, let us zoom in on some of the more interesting features of Terminologue.

## ## Searching and finding

As we have seen, the editing screen is divided into two halves: a list of entries on the left-hand side and a space for viewing and editing an entry in the right-hand side. The search box at the top of the entry list allows you to search the termbase.

A drop-down list underneath the search box allows you select the search mode. The options are *\*complete term\**, *\*start of term\**, *\*end of term\** and a few others. These modes perform simple character-by-character matching. But the default option in the drop-down list is *\*smart search\** which performs a linguistically intelligent search. The list of entries you obtain from *\*smart search\** is ordered in such a way that entries which match your search text more or less completely and exactly are at the top, followed by multi-word entries which contain the search text as a word. This matching is inflection-aware. Terminologue has access to a large database of inflected forms of words in many different languages, so for example, a search for ‘walk’ will find terms containing ‘walking’, ‘walked’, ‘walks’ and so on. Another feature of *\*smart search\** is that it performs spelling correction and offers spelling suggestions on the right-hand side the text box.

![Smart search in action.](/docs/intro09.png)

Searching is not the only way to navigate around a termbase. Terminologue also offers faceted filtering where you can filter the entry list by various criteria such as domains, editorial status, and others.

![Filtering entries by domain in Terminologue's faceted filtering feature.](/docs/intro10.png)

### ## Inline grammatical annotations

It will surprise no-one that, in Terminologue, you can attach part-of speech label and other grammatical labels to terms. But what's really special about Terminologue is that it lets you attach grammatical labels to individual words in multi-word terms. When attaching a grammatical label to a term, you can optionally tell Terminologue which substring of the term it applies to. Then, when Terminologue is displaying the term in the formatted rendering of the entry, it will insert the label into the term at the correct location. The user can mouse-over the label and Terminologue will highlight the substring it applies to.

![Highlighting tells the user which part of the multi-word term the label applies to.](/docs/intro12.png)

### ## Term sharing

Another innovative and unusual feature of Terminologue is that a term can be shared among multiple entries. When a term is shared, Terminologue communicates that fact to the user with an icon beside the term. You can click the icon to see which other entries share this term. But most

importantly, the icon is there to warn you that if you make any changes to the term here, the same changes will automatically propagate the other entries too.

![This entry contains two terms, one of which is shared with one other entry.](/docs/intro13.png)

Term sharing is intended to save human editors work and to enforce consistency. So, when adding a new term to an entry, Terminologue will tell you if such a term already exists elsewhere and will give you the option to link that term instead of creating a duplicate. Term sharing is useful if terms in your termbase are richly annotated with grammatical labels and inflected forms.

## ## Entry status

Every entry in Terminologue has a status label which is either ‘checked’ or ‘not checked’. When a user creates a new entry it is ‘not checked’ at first, and only users with administrator privileges can change them to ‘checked’. Also, when a user makes certain edits to an existing entry, for example changes the spelling of a term or adds a definition, the status will automatically change to ‘not checked’. It is possible to configure individually for each termbase which kinds of edits trigger this change (under *\*Configuration → Automatic changes\**).

Users with administrator privileges can use Terminologue’s faceted search feature to obtain a list of unchecked entries and review them periodically. The purpose of this feature is to help with quality control on large termbases where large teams cooperate.

## ## User privileges

Every user in every termbase is assigned one of five access levels which determine what actions the user is or is not allowed to do in the termbase. Levels can be assigned to user under \*Configuration → Users\*. The levels are:

1. 'Reader': the user has read-only access, can look at entries but cannot make any edits.
2. 'Editor': the user can change existing entries, but cannot create or delete entries.
3. 'Creator': same as Editor, but can create and delete entries.
4. 'Administrator': same as Creator, and can edit metadata (domain lists etc.), can change the status of entries, and can create extranets (see below).
5. 'Configurator': same as Administrator, and can make changes to the termbase's configuration, which includes potentially destructive operations such as deleting the termbase.

## ## History log

Terminologue keeps a log of every change to every entry and it is possible to see the history of each entry in the editing interface. The log shows who saved each version and when, and what the changes made were. From the log it is possible to revert changes by bringing previous versions back to life by clicking the \*Revive\* link which appears when you hover the mouse on it. It is also possible to undo the deletion of an entry.

![The history of an entry is displayed in Terminologue as a timeline.](/docs/intro14.png)

## ## Notes and comments



Entries in Terminologie can contain *\*notes\**. *\*Note types\**, which can be configured in the termbase's *\*Administration\** section, can have one of three access levels:

1. private note, not shown on extranets
2. private note, shown on extranets
3. public note

Entries in Terminologie can also be annotated with arbitrary *\*prefabricated comments\** and *\*comments\**. These are for internal purposes and will never be visible publicly. The difference between *\*prefabricated comments\** and *\*comments\** is that there is a fixed list of *\*prefabricated comments\** which a user can choose from in a drop-down list (these can be configured in the termbase's *\*Administration\** section) while *\*comments\** can be any text. *\*Comments\** and *\*prefabricated comments\** can be paired, so the *\*prefabricated comments\** can give the *\*comments\** a type (saying what kind of comment it is).

![An entry with a few tags and notes.](/docs/intro11.png)

## ## Extranets

An extranet is a special section on the Terminologie website where a subset of a termbase has been made available for commenting to a closed group of external users. Users of a termbase with Administrator privileges can create new extranets, decide which entries go on which extranet, and decide which users have access to which extranet. Extranet users are completely separate from other users of the termbase: they must have an account in Terminologie but, apart from that, they do not (need to) have access to the termbase itself. Comments left by extranet users are visible in the editing interface (as *\*notes\**) and their purpose is to inform the termbase editor's decisions.

![An extranet in Terminologue.](/docs/intro15.png)

## ## Conclusion

This brings us to the end of this introduction. Terminologue has a number of other features which we did not cover here and you will surely discover them as you use Terminologue. But most importantly, build great termbases!

## *Appendix 2: About Terminologue*

### # About \*Terminologue\*

#### ## Terminologue

\*Terminologue\* is an open-source terminology management tool. The software is developed and maintained by the [Gaois research group](<https://www.gaois.ie/en/>) in [Fiontar & Scoil na Gaeilge]([https://www.dcu.ie/fiontar\\_scoilnagaeilge/gaeilge/index.shtml](https://www.dcu.ie/fiontar_scoilnagaeilge/gaeilge/index.shtml)), [Dublin City University](<https://www.dcu.ie/>). The software is copyright of [Dublin City University](<https://www.dcu.ie/>) and is available under the open-source [MIT license](<https://opensource.org/licenses/MIT>). The lead developer is [Michal Boleslav Měchura](<https://michmech.github.io/>). Download the software from

[here](https://github.com/gaois/terminologue) if you wish to install your own instance of \*Terminologue\*.

### ## Terminologue.org

\*[Terminologue.org](https://www.terminologue.org)\* is a cloud-based instance of the \*Terminologue\* software. This instance is hosted by the [Gaois research group](https://www.gaois.ie/en/) (Dublin City University). If you do not wish to install your own instance of the software, you can start writing and publishing termbases by [creating an account](/signup/) on \*Terminologue.org\*. While we will make every attempt to keep your termbases safe, we cannot guarantee this. Instead, we ask that you periodically export and backup your own termbases.

### ## Téarma

The \*Terminologue\* software was originally developed by Fiontar & Scoil na Gaeilge for [Foras na Gaeilge](https://www.forasnagaeilge.ie/) to manage \*Téarma\*, the National Terminology Database for Irish ([téarma.ie](https://www.tearma.ie/)). The \*Téarma\* termbase contains \*c.\*186,000 entries, managed in a dedicated private instance of \*Terminologue\*.

### ## Data protection information

We do not collect any usage data. When you sign up for an account on \*Terminologue.org\*, you supply us with an email address and a password. We will not share your email address with anyone, but we reserve the right to contact you occasionally with regard to the \*Terminologue.org\* service. Your password is sent over a secure connection and hashed before being saved to the database. This

means that no one has access to your password, not even us. You can configure your termbases to be public or private.

## ## Contact

You can create an account [here](/signup/). If you have forgotten your password go [here](/forgotpwd/). For a gentle introduction to Terminologue, go [here](/docs/intro/). If you have any other queries or feedback, you can email us at <gaois@dcu.ie>.

## ## Terminologue localisation

If you wish to localise the \*Terminologue\* user interface and documentation into your language, please contact us at <gaois@dcu.ie>. \*Terminologue\* is currently available in the following languages:

- English: Michal Boleslav Měchura.
- Gaeilge: Michal Boleslav Měchura; Fiontar & Scoil na Gaeilge.
- český: Michal Boleslav Měchura.
- svenska: Henrik Nilsson.
- Cymraeg: n/a
- suomi: Heini Nurminen.
- Nederlands: Jeremy Sneyers.
- русский: Arina Klimina.
- español: [Víctor López Martínez](https://www.linkedin.com/in/translatorvictorlopez/).

- العربية: n/a

- hrvatski: xx

*Appendix 3: Terminologie strings*

English
Welcome to Terminologie, a cloud-based, open-source terminology management tool.
Gentle introduction to Terminologie
A short and sweet guided tour of Terminologie for beginners.
About Terminologie
READ-ONLY
Editing
Dublin City University
Log out
Change your password
Registered user login
Get an account
Forgot your password?
E-mail address
Password
Log in
Your termbases
You have no termbases yet.
Create a termbase
Administration
Users
Termbases
smart search
complete term
start of term
end of term
any part of term
any part except start or end
search in all languages
Configuration
ADMIN
TRM
DOM

DEF
XMPL
CHECKING STATUS
PUBLISHING STATUS
TERMS
DOMAINS
term
clarification
acceptability
source
inflected form
annotation
domain
part of speech
inflection
language of origin
symbol
trademark
registered trademark
proper noun
formatting
italic
Created
Changed
Deleted
Bulk-deleted
while uploading
By
When
any checking status
any publishing status
any language
any acceptability or no acceptability
any acceptability
no acceptability
any domain or no domain
any domain
no domain
LAST MAJOR UPDATE
set to today
Invalid e-mail address or password.
INTR
COLL
INTROS
DEFINITIONS

EXAMPLES
COLLECTIONS
definition
example
sentence
collection
any collection or no collection
any collection
no collection
comments
with or without comments
with comments
without comments
my comments
with or without my comments
with my comments
without my comments
other people's comments
with or without other people's comments
with other people's comments
without other people's comments
EXTRANET
EXT
EXTRANETS
extranet
any extranet or no extranet
any extranet
no extranet
sorting language
Create mutual cross-references
Remove mutual cross-references
Merge into a single entry
SEE ALSO
add to worklist
Domains
Part-of-speech labels
Inflection labels
Acceptability labels
Sources
Collections
Tags
Extranets
Name and blurb
Features
Languages

Publishing
Change the termbase's URL
Delete the termbase
TITLE
abbreviation
LANGUAGES
select all
unselect all
PRIORITY
high
medium
low
USERS
e-mail address
user
Alphabetical order
Similar terms (click to insert)
Other entries that share this term
stop sharing
Change checking status to
Change publishing status to
Add to extranet
Remove from extranet
checked
not checked
publishable
hidden
CHECKED
NOT CHECKED
PUBLISHABLE
HIDDEN
non-essential
STATUS
live
not live
any clarification or no clarification
any clarification
no clarification
clarification containing...
any intro or no intro
any intro
no intro
intro containing...
any definition or no definition
any definition



no definition
definition containing...
any example or no example
any example
no example
example containing...
Automatic changes
NAME
BLURB
level
reader
editor
creator
administrator
configurator
no change
change to 'not checked'
change to 'hidden'
change to 'not checked' and 'hidden'
LAST SEEN
NEVER
No termbases
language
major
minor
role
title
ACCESS LEVEL
LICENCE
private
public
datestamp changed
domain added
domain removed
domains reordered
domain changed
term added
term removed
terms reordered
clarification changed
acceptability changed
term language changed
term wording changed
inflected form added
inflected form removed

inflected forms reordered
inflected form label changed
inflected form wording changed
term annotation added
term annotaion removed
term annotations reordered
term annotation position changed
term annotation label changed
intro changed
definition added
definition removed
definitions reordered
definition text changed
example added
example removed
examples reordered
example sentence added
example sentence removed
example sentences reordered
example sentence wording changed
collection added
collection removed
collections reordered
collection changed
extranet added
extranet removed
extranets reordered
extranet changed
source added
source removed
source reordered
source changed
non-essentiality changed
(blank)
Simple Multilingual Termbase
Simple Bilingual Termbase
Simple Monolingual Termbase
Enter a human-readable title such as \"My Dictionary of Sports Terms\". You will be able to change this later.
This will be your termbase's address on the web. You will be able to change this later.
You can choose a template here to start you off. Each template comes with a few sample entries. You will be able to change or delete those and to customize the template.
Your termbase is ready.
TERM OF THE DAY
set to next available date

Display from
Display until
News and announcements
Create your account
Reset your password
Terminologue signup
Please follow the link below to create your Terminologue account:
Terminologue password reset
Please follow the link below to reset your Terminologue password:
This page is only available in English.
DRAFTING STATUS
draft entry
finished entry
DRAFT
FINISHED
any drafting status
Prefabricated comments
NOTES
note
NOT
with or without notes
with a note
with a note containing...
without notes
any type
private note, not shown on extranets
private note, shown on extranets
public note
Note types
LEVEL
with a comment
with a comment containing...
TBX export
TBX import
Empty the termbase
Careful now! You are about to delete this termbase. You will not be able to undo this.
Careful now! You are about to delete all entries and their history. You will not be able to undo this.
RELATED TERMS
Your termbase at a glance
Number of entries
Number of items in history log
Your termbase is stored in the file %F
File size
Download %F
Upload %F

Make sure that the file you are uploading is a valid Terminologie termbase. If you upload something else you will do irreparable damage to your termbase.
PARENT
no parent
excluding subdomains
including subdomains
the entry has this domain
the entry has only this domain
the entry has not only this domain
Careful! If you remove yourself from this termbase you will lose access to it.

*Appendix 4: Screenful strings*

<b>English</b>
Ready.
Find
Reload
Cancel
More
New
Edit
Save
Delete
Getting list...
Failed to get list.
Getting item...
No such item.
Saving...
Failed to save.
Deleting...
Failed to delete.
Careful now! Are you sure?
E-mail address
Password
Log in
Incorrect e-mail address or password.
Log out
anonymous user
Home
Title

The title should not be be empty.
URL
The URL should not be be empty.
The URL should be at least three characters long.
The URL should not contain characters other than a-z, A-Z, 0-9 and hyphens.
This URL is already taken.
Template
Create
Finished
Change your password
Get an account
Forgot your password?
To get an account send an e-mail to
New password
Change
Your password has been changed.
The password should not be empty.
The password should be at least six characters long.
The password should not begin or end with a space.
OK
Current URL
New URL
Upload
Purge before upload
The upload has failed.
The upload has succeeded.
History
Version
Clone
Source code
Invalid source code
You have unsaved changes. Are you sure you want to lose them?
Do it later
Incorrect e-mail address.
If you have forgotten your password, enter your e-mail address and we will send you instructions on how to create a new one.
Get a new password
We have sent you an e-mail with instructions on how to reset your password.
You can change your password now.
You can change your password here.
This password reset link is invalid. It may have expired or has been used before.
To get a new account, enter your e-mail address and we will send you instructions.
Create new account
We have sent you an e-mail with instructions on how to create a new account.
This signup link is invalid. It may have expired or has been used before.

Please set your password now.
We have created your account. You can now log in with your e-mail address and password.
Autosave
Flagging...
Failed to flag the entry.
Exact matches
Partial matches
Comments
new comment
Revive
Add to worklist
WORKLIST
Action
Remove all from worklist
EXTRANET
Performing batch edit...
Failed to perform batch edit.
Printer-friendly version
Back
Careful now! This change will be made on all entries listed here (\$X in total). Are you sure?
Narrow screen
LIST
VIEWER/EDITOR
This e-mail address is already in use.
entries per page