

The Question

I have my English content drafted. Now I need to translate it into a bunch of languages. How do I get it formatted and into the box for shipping?

Fast Facts

It seems logical that you need to start with the translations, corral them onto a single piece of paper, and figure out how big that sheet of paper needs to be (and how you might fold it down to fit into a box for shipping). Surprise: the most cost effective process is actually the reverse!

- 1. Start with your box.** If you have a sample box, that's best, but your printer will need at least the dimensions of the space into which your multilingual document needs to fit. This tells them the maximum finished size of the folded document or booklet.
- 2. Determine the flat paper size.** Your printer can work with you to create a multilingual layout. They will include your English and placeholders for all the translations, with some buffer for languages that take up more space than English. This tells them how much real estate they need to fit all the content.
- 3. Validate.** If you need to perform a packaging validation, you can do so now with samples provided by your printer and based on the file paper size and format you have selected.
- 4. Triple-check the English.** Your English content has been massaged into a new format. Before you translate, triple check that every sentence is right where you want it and that nothing has been accidentally changed or omitted.
- 5. Translate.** Your translation provider will use industry-standard software to replicate the formatting that you have already established with your printer. This prevents you from hiring someone to copy/paste each translated sentence into the multilingual file, which is not only time-consuming but risky.
- 6. Certify.** Your translation provider should perform final quality checks and release any certificate of accuracy you need based on the final, multilingual PDF they deliver.
- 7. Print.** Because your translation provider used the template created by your printer, your printer can go straight to press.

EXTRA CREDIT

If you don't have an established relationship with a professional printing company, or your printer cannot help set up this kind of multilingual template, give [Robinson Printing](#) a call. They are ISO 9001 certified and specialize in engineering multilingual IFUs to fit any size. Working together, we can dramatically reduce the lead time for you to get all your languages printed and into your box. So you can go on saving lives and improving outcomes around the globe.