

BOOK ME AS YOUR TRANSLATOR

BRIEFING

Specific requests when placing an order are particularly helpful, because the more detailed the specifications are, the more likely the translation will hit the mark with the target audience! Please provide me with the following information:

- Language combination, text type, target audience, country of publication
- Terminology and glossaries, corporate wording (company-specific writing style), tone
- Reference material, brochures, images and illustrations
- Individual requests and delivery date



QUALITY

For texts that are published in print or online and made available to a broad, international audience, I always have my translations checked and proofread by other language professionals in accordance with the dual control principle.

I am happy to check the galley proofs or layout to ensure that no parts of the text have been omitted and that no sections of text have been typeset incorrectly.

TEAMWORK

If you work for a larger company, please provide me with the contact details of a person who is familiar with the processes and informed about any changes.

I only work with finalised copy. Changes to text passages during the translation process not only lead to additional costs, but can also result in inconsistencies in the target copy.

If a translation is published in the form of a magazine, newspaper article, brochure or similar, I would appreciate a mention in the imprint and a specimen copy!

