MORE ABOUT TAGEDITOR

1. Verification

TagEditor offers various verification plug-ins as quality assurance tools to check for terminology, punctuation, inconsistencies, missing translations, proper use of tags, etc. This is a very useful feature and one of the reasons why you might want to consider using TagEditor for translating Word files.

- **Segment level verification** takes place automatically during interactive translation. To select the strictness level, go to **Tools > Options… > Verification** and select **None** (Don't check tags at all), **Minimal** (Check the names of tags), **Medium** (Check the names and number of tags), or **Strict** (Check the names, number and order of tags).

- **Document level verification** is done using **Verification plug-ins** after the file has been translated (**Tools > Verify** or press **F8** key). To modify verifier-specific settings, select **Tools > Plug-ins > Verifiers > Properties.**

For a complete list and descriptions of the verifiers, see the online **Help** in the Plug-ins dialog box (**Tools > Plug-ins > Help** and select the "About the Verification Plug-ins" topic under "See Also"). Here we take a closer look at two of the eight verifier plug-ins.

Generic Tag Verifier
Settings: Tools > Plug-ins > SDL TRADOS Generic Tag Verifier > Properties.
Select the file type and click **Properties.**

For most file types, you can select an error level (**Error**, **Alert**, **Warning**, **No message**) for each of the three error types (**Unknown tag**, **Tag order change**, **Spaces around tags**).

QA Checker
This tool was introduced in version 2006 and includes several potentially very useful verification features, such as for punctuation, inconsistencies, and missing translations. Several new features were added in version 2007. However, you have to remember to define most of the settings and activate the features in order to use them.

To do that, open the Plug-ins dialog box (**Tools > Plug-ins > Verifiers**), select **SDL TRADOS QA Checker** and select **Properties**. The available settings are grouped under nine different tabs: **Segment Verification, Inconsistencies, Punctuation, Numbers, Regular Expressions, Word List, Segments to Exclude, Log File** and **QA Check Profiles**.

- **Segment Verification tab**
  Checks for forgotten and empty translations, target segment length and use of forbidden characters.

- **Inconsistencies tab**
  Checks for inconsistent translations in repeated segments, i.e. if you have translated a same source segment differently.

- **Punctuation tab**
  Checks for end punctuation (such as for ! and ?), spaces before punctuation, multiple dots and spaces, capitalization and brackets. There is also a separate option for Spanish punctuation rules.

- **Numbers tab**
  You can select a generic number verification (**Check for numbers**) to indicate if a different number has been used in source and target segment, and a verification for **Number-only segments**.

- **Regular Expressions tab**
  You can create expressions that will find all occurrences of a certain pattern and its variations. This requires knowledge of so called "regular expressions" but there are already a few ready-made expressions available in the **Add regular expressions** dialog box (**Add** > **More**). These ready-made ones include expressions for finding segments where space is missing between a number and % sign or between a number and mm abbreviation, or before a parenthesis, etc. You can easily include any number of these expressions in your verification settings by first opening the **Add regular expressions** dialog box (click **Add** in the **SDL TRADOS QA Checker Options** dialog box) and then double-clicking one of the expression descriptions in the **Examples** list. When you click **OK** the selected expression is copied to the list of expressions in the **SDL TRADOS QA Checker Options** dialog box. To add another one, repeat the procedure. You can edit these sample expressions or create new ones in the **Add regular expressions** dialog box.

  For more information about regular expressions in general, see www.regular-expressions.info.

- **Word List tab**
  You can list words that you would like the QA Checker to find if they were used in your translation. Enter the incorrect term, phrase or form to the **Wrong form** textbox and the respective correct one to the **Correct form** text box.

- **Segments to exclude tab**
  You can exclude segments from the verification based on their match level.

- **QA Check Profile tab**
  You can save all your QA settings as a QA profile. That way you do not need to individually set all your settings every time if you use different settings for various projects.

Verification plug-ins can be run in batch mode from within Synergy in version 2007.

2. Previewing documents in TagEditor

There are three preview modes: **Source preview**, **Target preview**, and **Bilingual preview**. You can access any of these previews by selecting the corresponding tab at the bottom of the TagEditor window, or by selecting **View** > **Preview Mode**.

Depending on the file format, preview can be done by using an external viewer (for Word, Excel, PowerPoint files), internal viewer (HMTL, Windows programming files), or TradosTag Viewer plug-in (PowerPoint, HTML, STF, OpenOffice files). If TradosTag Viewer plug-in is selected TagEditor uses it for preview regardless of the file type.

TradosTag Viewer plug-in allows you to preview and print TradosTag (TTX) files from within Internet Explorer. To select the correct style sheet for the file, select **Tools** > **Plug-ins** > **TRADOStag Viewer Plug-in** > **Properties**. The available style sheets are listed in the pull-down list under **Stylesheets**. You can also change color and font settings for screen and print output by selecting the appropriate settings (**Screen**, **Printer**, **Custom colour settings**) from the pull-down list under **Settings** and then clicking **Settings**.

When you have selected the correct style sheet and made any possible changes to the settings click **OK** to save the settings and to return to the Plug-ins dialog box. Make sure that **TRADOStag Viewer Plug-in** is selected and click **OK**. Click one of the Preview tabs at the bottom of the TagEditor window. To display both source and target segments, click the **Show Source Segments** button in Internet Explorer. In addition, you can also view general information about the document by clicking **Show Doc Info**. This information includes, for example, the languages of the document and the source document path.

Remember to deactivate TRADOStag Viewer plug-in if you want to use other preview methods (**Tools** > **Plug-ins**, unselect "TRADOStag Viewer Plug-in").

3. Find and replace
Functionality has been improved in the 2007 version. **Edit** > **Search** or **Edit** > **Replace**. The options available are: **Match whole words only**, **Match case**, **Use wildcards**, **Search target only**, and **Search tag content**. In addition, you can define the search direction as **Up** or **Down**.

4. Automatic keyboard switching
Tools > Options… > Edit > **Switch keyboards automatically**.

5. Character Count
Character count information is shown in the status bar and in the Character Count dialog box. If you have a translation unit open, the character count of your open target field and your cursor position are shown in the status bar. If you select any text, the status bar displays character count for the selected text. You can get even more detailed character and tag count results for any selected text by selecting **Tools > Count Characters**, or using the Ctrl+T keyboard shortcut.

6. A note about translating Excel files
Protected or hidden content will not be translated. You can use this to define non-translatable text in Excel (**Format** > **Row/Column/Sheet** > **Hide**).

This and other TRADOS handouts are available at http://www.finntranslations.com/tradoshelp.