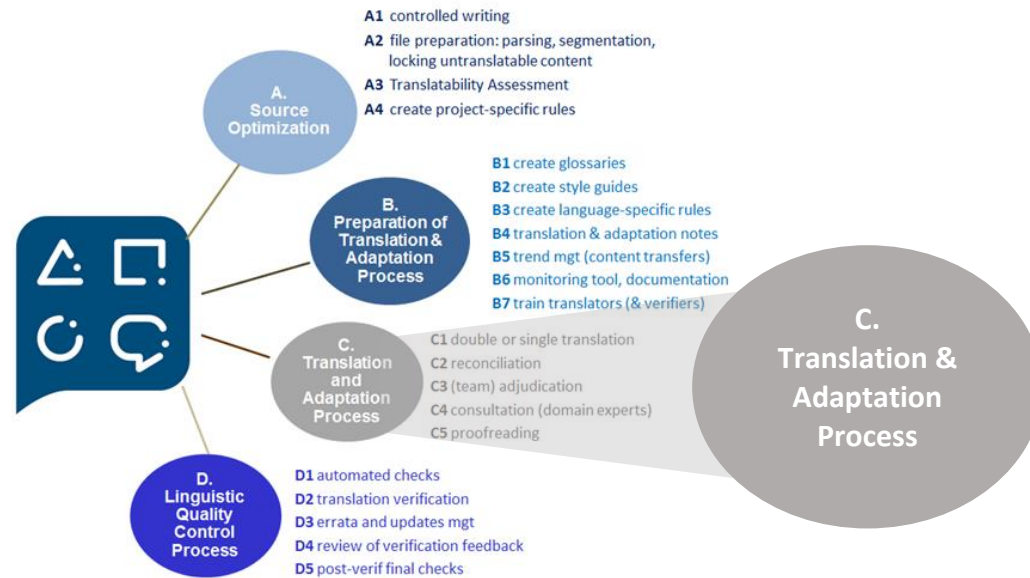


cApStAn’s Modular Approach



C1 – The actual **translation work**: single forward translation OR two independent translations of the same materials before C2 (reconciliation) and C3 (adjudication)

C2 – To **merge translation 1 and translation 2**, taking the best of both worlds to produce the reconciled version

C3 – Translators 1 and 2 meet, discuss (after C1 or after C2) and produce a **consensual version** under the responsibility of an **adjudicator**. Usually online.

C4 – For specialized content, we enlist the help of bilingual **subject matter experts**, or SMEs, coordinate their **work with our linguists**, and document it.

C5 – an **independent reviewer** cleans up the target version and ensures that it is delivered **error-free**

cApStAn organises its language services into **22 modules**, or building blocks.

Depending on the client’s requirements, on time and resources available, and on the purpose and life cycle of the document, cApStAn will combine different modules to assemble a coherent project with the most suitable workflow. You will ultimately decide on which modules to keep.

The **11 modules in key moments A and B** are all implemented **before the actual translation process** begins.

The **5 modules in key moment C** relate to **the actual translation process**; and

The **6 modules in key moment D** take place **after the translation/adaptation process**.