



thông tin hiệu quả
переводы 准确
グローバル化 迅速
experiencia etterlevelse

MLG is a comprehensive Translation and Interpretation language source for business, government and nonprofit organizations globally. Delivering your message with certified accuracy in the style your audience expects is our priority. Just as importantly, we do not consider our translations finished until they look great on the page. That is why **MLG** also offers Desktop Publishing (DTP) tailored to every language we handle — from Abkhaz to Zulu.

准确 精密
quality 精密
גורמיות
genauigkeit
αγγελματικότητα

CASE
STUDY

1

A U.S. company with international presence manufactures thousands of different items. The range of products includes residential furnishings, commercial fixtures and components, industrial materials, specialized items in machinery and commercial vehicle production. With 40 manufacturing facilities in 18 countries, time-sensitive communications can have serious business and legal consequences.

Nevertheless, the Project Manager assigned to the company spared no effort in order to coordinate the previously scheduled projects and last minute assignments. As a result, **MLG** met the deadlines with accuracy, ensuring quality and consistency in translations. The languages for this manufacturing company included but were not limited to: Arabic, Bosnian, Burmese, Chinese, Croatian, Czech, Dutch, French (Canada & France), German, Italian, Korean, Japanese and Laotian. The company needed interpretation services for its Arabic, German and French speaking workers. MLG's Project Manager was able to quickly coordinate interpretation services for each language.

품질 **quality** **effectiviteit**
精密 טייקוויטקעפע **genauigkeit**

WHAT IS YOUR PROJECT?

Call us! A project manager is waiting to discuss your needs and provide you a quote.

CASE
STUDY

2

A national U.S. health management organization requested an 'Annual Notice of Changes' to be translated within a two month period: 4,410,000 words were translated from English into Spanish, Russian and Chinese.

At the same time, previously scheduled projects could not be interrupted: translations of member handbooks, directories, etc. were all successfully completed and delivered within the stipulated dates. Concurrently, the translation and DTP teams were being coordinated for a project that required translating over 3,220,000 words within a three month period.

The Project Manager assigned coordinators, linguistics and DTP teams to each project. We delivered all of the documents on or before schedule, smoothly supporting the company's plan to expand patient enrollments and inform the target language speakers on covered medical benefits.

ABOUT US

*"Alberto Rueda has worked
as a linguist for over 30 years."*



In 2003 Mr. Rueda - with a degree in Philology and Linguistics, founded
MULTILINGUAL GROUP (MLG)

Initially, **MLG** worked with only four languages, and since then we have handled over a hundred. We are adding more all the time. With major clients all over the world, we work with industries from manufacturing to health care and every field of communication from legal to marketing.

COMMUNICATION + RESPONSIVENESS =

Just as your communications focus on your audience, **MLG's** business focuses on you.

The better we understand you, the more quickly and faithfully your message comes through. Your **MLG** translator is not only certified in the target language but a trained specialist in the subject area as well. A single project manager works directly and personally with you, keeping everyone on the same page from the beginning of your project to the end.

精密
переводы

日本語



We take pride in what we do:

- Guaranteed on-time delivery of projects — 99% on time delivery as assessed by our clients, even in the face of a 30% increase in rush orders over the last few years.
- Knowledgeable and experienced staff of licensed translation professionals — 97% of projects rated “excellent” in quality.
- Translated documents are localized considering cultural variations.

αγγελματικότητα

품질

genauigkeit

Accredited Professionals

Translators and interpreters at **MLG** are all accredited professionals with at least 10 years experience. With appropriate professional credentials in their subject areas, our editors, proofreaders and other specialists face rigorous evaluation and testing as well. You are in expert hands at **MLG**.



グローバルゼーション

QUALITY ASSURANCE

Cross-cultural Mastery

MLG linguists are more than just fluent in their languages. They also have native familiarity with the subtle cultural variations within each language.

日本語

Language localization is not extra at **MLG**: Every project has its audience and context built in.

Tight Knit Teams

Your project requires more than just a linguist. That is why **MLG** assigns a dedicated Project Manager to work with you directly, understand your unique communication requirements, content and audience, and oversee the end result of every project. While the Project Manager is available as needed to communicate directly with you, he/she stays in continuous contact with team members, translators, editors, proofreaders and typesetters to secure prompt and accurate delivery.

nøyaktighet

中文

NATIVE MASTERY & PROFESSIONAL EXPERTISE

...to ensure that your communications do not get lost in translation

To achieve optimal results in translation, **MLG** engages only ATA, NAJIT and CCIA certified linguists. Furthermore, each project goes through a rigorous internal quality control process that includes several stages of editing and proofreading, performed by **MLG** professionals. That means you can rest assured that the translation meets the highest attainable standards of accuracy. For the same reason, we require that linguists maintain professional credentials in the assigned subject area.

NATIVE MASTERY

精密

Translation Memory

...to save time and money and keep consistency in terminology



An asset for companies with a constant need of translation services is the use of a translation memory (TM). The benefits result in lower cost, shorter time frames and consistency in terminology. In addition, company and industry specific concepts are safeguarded with the implementation of a translation memory.

thông tin

Customizable Approach

....because every company is different

MLG's rigorously defined workflow was developed with the client in mind. Adapting our system to the client's specific requests allows us to proceed with their own workflow without interruption.

グローバル化

精密



1

- You request a quote for a language service such as translation and/or desktop publishing
- A quote is provided detailing your inquiry: price and date of delivery
- Only upon your acceptance the Project Manager proceeds with the order

2

The Project Manager assigned to your company is your support. How does the Project Manager provide you with support?

- By gaining familiarity with you as a client
- Understanding your projects needs, technical details and language specifications
- Answering your questions and offering suggestions
- Always responding to your feedback

This is part of the customer service you can expect from your Project Manager and is part of our rigorously defining workflow.

3

The Project Manager appoints and oversees from start to finish the best suited production team: translator(s), editor(s) and proofreader(s) to meet your requests accurately and on time.

4

Translation projects that require Desktop Publishing are submitted to the Graphics Department. Once your guidelines are met, the Project Manager delivers the final document with the corresponding invoice.

переводы

精密

quality

International Manufacturing Company



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“Whether Spanish, Portuguese, English, German, Urdu, French, Arabic, Danish, Italian, Flemish, Vietnamese, Chinese... whatever the language may be, Multilingual Group, has excelled in the delivery of Translation, Interpretation and Desktop Publishing.

The linguist’s expertise in the area of manufacturing, the precisely executed legal translations, the ingenuity in ensuring our marketing materials are properly localized, and the efficiency of language services provided to our many departments has prevailed since 2005.

Multilingual Group’s dedicated and professional customer service has exceeded our expectations. Our partners are very satisfied with their work.”

*Leggett & Platt
Rocio Jasso*

International Director of Translation Department

Health Care Company

thông tin

“Multilingual Group’s work ethic and professionalism make them the leader in their industry. Countless times they have worked around the clock to meet our tight deadlines and comply with our regulatory requirements. I know we are going to have a successful development and production season this year thanks to Multilingual Group.”

*WellCare Health Plans, Inc.
Yasunari Martineau*



переводы



Translation Traducción

From training manuals for assembly operators to subtitles for films and videos, no matter how great or small your project is, **MLG** translators are available in over 100 languages. Our network of over 2,000 translators means we always have just the right person for each and every job.

口译

Interpretation

MLG interpreters perform both simultaneous and consecutive interpretations in person as well as by phone. Whether you require simultaneous interpretation for a large audience or consecutive interpretation for meetings and events, our interpreter's industry-specific expertise and unsurpassed cultural mastery mean your point comes across clearly in every context.



デスクトップ
パブリッシング

Desktop Publishing (DTP)

Translation does not end once your message is accurately conveyed in the target language. **MLG's** Desktop Publishing services keep your translated materials visually sharp and consistent. Our DTP team is proficient with the following software:

InDesign | QuarkXPress

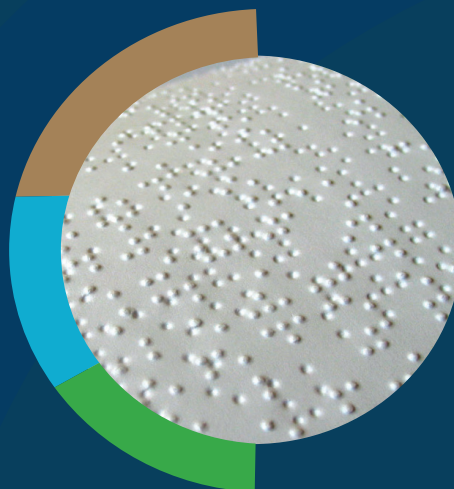
PhotoShop | Illustrator | Framemaker



We want you to look as good as you sound.

Braille グローバリゼーション

Braille transcribing is the process of converting a printed text into a system that is widely used by the blind in order to read and write. The language adaptations of Braille used by **MLG** comply with the “Americans with Disabilities Act” (ADA). The process of producing Braille at **MLG** includes proofreading, printing, binding and delivering the final product.



wirksamkeit

Document Remediation Services

Not only Translations, Interpretation and Desktop Publishing services, but we also offer document remediation services. We can help make your documents section 508 compliant by implementing our specialized document remediation process.



綜合

αγγελματικότητα



18-44 College Point Blvd., College Point, NY 11356
212-686-1333 • Fax: 347-632-2953 • 24/7: 646-250-3244
contactus@mlgtranslate.com • www.mlgtranslate.com