

QA check in Phrase – best practices for linguists

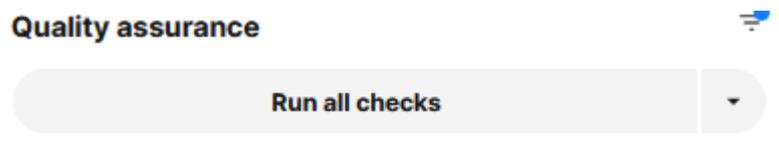
Open all files in Phrase at once by marking all the files in the project:



Run the QA in Phrase by clicking on the circled icon or press F9

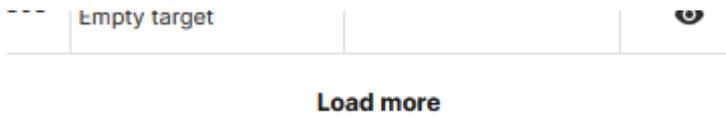


Click on Run all checks

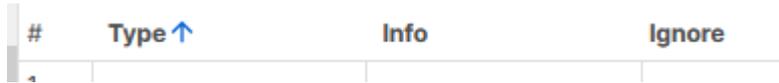


The settings have been set by TRS and are similar to other tools, like Trados.

Make sure you perform the QA check on all rows in Phrase and **reload** until all row numbers are visible in the QA-list. This is to make sure you don't miss any QA issues/rows!



Once you have all QA issues **sort the QA** according to type:



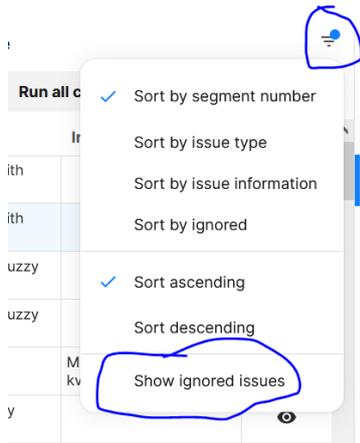
#	Type ↑	Info	Ignore
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You can mark several issues at the same time and ignore them in batches:



	Spelling	rapporten	
2	Spelling	stycken	
	Spelling	på	
	Spelling	första	
	Spelling	sidan	
	Spelling	efter	
	Spelling	periodens	
	Spelling	utgång	
	Spelling	ersätter	

Untick the “Show ignored issues” to only see the relevant remaining issues:



Issues:

A lot of false positives may occur – ignore as you go along or in batches.

Source text is written in several ways, but the translation is the same – check all occurrences and ignore if needed.

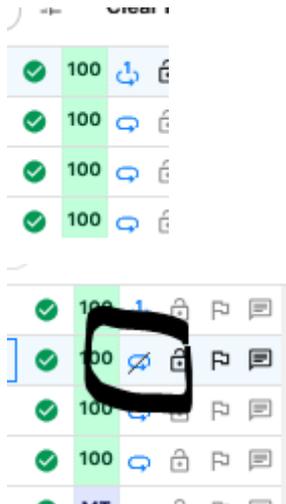
Target text is written in several ways, but the source is the same – check all occurrences and ignore if needed.

NB1: Note especially that if the same source segment has different target translations between sections/files, please make sure they align.

If the same source segment should be translated differently depending on context, you need to specify this and let the person in the next workflow step know using the repetition exception feature.

Why? If you have repetition propagation enabled in the project and editor settings, repetitions are auto-propagated downwards in Phrase. In order to allow same source segment to be translated differently, you need to specify which repetitions you don't want propagated. Even though you might have translated each segment correctly, they will be overwritten by the translation of the first occurrence of the source segment when the file is opened and confirmed in the next workflow step UNLESS you have applied the repetition exception.

How? A blue arrow next to a segment indicates that it is a repetition segment. You click on the arrow to cross it out, activating the “repetition exception”.

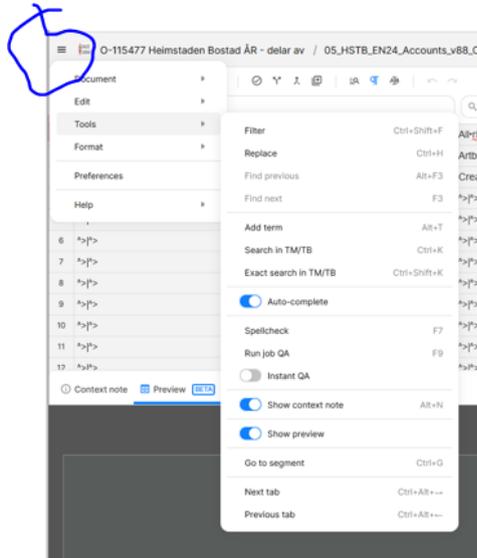


NB2: Non-edited high and low fuzzy matches – go through these very thoroughly, if there is a mistake, it is most likely hidden here!

When you perform your own check in the CAT tool, please make sure that MT hits are aligned with the TM hits, example below when MT differs from the client's preferences (incl TM/TB):

21	1 3 1 2 1 2 3 9 3 4 5 MSEK 6	1 3 1 2 1 2 3 9 3 4 5 MSEK 6	✓	MT
44	1 686 1 MSEK	1 686 1 MSEK	✓	MT
49	1 319 1 2 3 MSEK 3	1 319 1 2 3 SEK-MILLION 3	✓	MT
54	förändr	change	✓	100
59	förändr	change	✓	100
223	1 686 1 2 MSEK	1 686 1 2 MSEK	✓	99
227	1 258 1 2 MSEK	1 258 1 2 MSEK	✓	MT

Please note that even if you have activated the option InstantQA in Phrase, some of the issues, especially cross file won't appear so you need to make the final QA in the way described above.



Quick summary:

- Make sure you have included all rows in the Phrase task for the QA (see bottom of list)
- Sort the list by type
- Check each type and focus on inconsistent source, inconsistent target, tag inconsistency, double spaces, trailing punctuation and unresolved comments
- All QA messages must be dealt with (corrected or marked as ignored).

Good luck!

Translator Scandinavia PM team