

# VILLAM

PROFESSIONAL TRANSLATION SERVICES

2024

Translation

Proofreading

Post-editing

Transcreation

Subtitling

Copywriting

Voice-over

Design

Editing

Interpreting

**ALL YOUR LANGUAGE NEEDS  
MET BY A SINGLE TRANSLATION AGENCY**

# LANGUAGE SERVICES TAILORED TO YOUR BUSINESS

VILLAM offers a range of language services that can be customized to fit your needs. Our language specialists understand your line of business and ensure that you receive top-quality language services as part of every project. We provide translation, proofreading, certification, localization, interpreting, as well as data annotation and media localization services.

## TRANSLATION SERVICES

VILLAM provides the complete spectrum of translation services, including proofreading, specialized translation, post-editing, and transcreation.



## SPECIALIZED TRANSLATION

Specialized translation is the most popular choice when a translation requires expertise. This option is recommended for the translation of texts that contain any kind of technical terminology. Our top priority is selecting the appropriate experts from our network of translators for your translation project. Please note that specialized translation is much more than the 'simple' translation that many agencies offer: experts make all the difference.

## PREMIUM TRANSLATION

If a client intends to publish a translated document, we recommend premium translation, which is double-checked to provide the best quality. Once the translator with the relevant expertise finishes the translation, it is reviewed by a proofreader. Proofreading is performed by either a native language expert or a second specialist translator, depending on the source text and the purpose of the translation.



## PROOFREADING

Proofreading is a professional linguistic review and correction carried out by qualified translators, aiming to achieve accuracy and native quality in the translated text. Professional human translation serves as the basis of proofreading. If the original translation is poorly done, retranslation or post-editing may result in better quality. Our native speaker proofreaders examine style and spelling first and foremost.

## POST-EDITING

We can maximize your investment in machine translation with the help of our post-editing service, which involves reviewing the translated content and increasing quality cost-effectively. For non-customer facing content, machine translation is an economical option. Combined with our review process, our customers can always get a clear picture of the exact quality level, and post-editing can strike the right balance between quality and efficiency.

## TRANSCREATION

Let us create brand communications for you with a recognizable global voice across every channel. Texts that build emotional connections with audiences, no matter the country. Transcreation, sometimes called creative translation or adaptive translation, is a mix between new content, culturally adapted content, and simple translation. We are happy to adapt your communications both culturally and linguistically to suit not only the language but local markets as well.

## DESIGN & EDITING

Our in-house desktop publishing (DTP) experts are at our clients' disposal to deliver multilingual artworks and non-traditional translations. Our dedicated team of experienced typesetters and designers are on hand to assist with DTP as well as web and video projects. By using our design and editing service, you can ensure that your visual identity is maintained when creating documents in alternative languages.



## INTERPRETING SERVICES

We offer a wide range of interpreting services, where each job is treated as a bespoke assignment. VILLAM's interpreting project managers take care of every aspect of your project with no hidden costs. If you provide us with a date, time, and an assignment description, we come up with ideas to find the most suitable interpreting solution for your project.



### Our services include the following:

- ✓ Face-to-face interpreting, where the interpreter provides an oral translation every few sentences while the speaker pauses.
- ✓ Remote interpreting, where we can connect you to an interpreter over Zoom or any other similar platform at very short notice.
- ✓ Simultaneous interpreting, where the interpreter sits next to the people who need the translation and whispers the interpretation to them.

## SUBTITLING AND VOICE-OVER



Our media localization department offers an end-to-end solution for creating, managing, and delivering audio, video, and rich media content to your local and global markets. VILLAM's team of video and graphic editors and specialist project managers make sure that your video projects are localized properly and can safely face local audiences.

Subtitling is a professional and cost-effective solution for localizing informational or instructional videos. It requires less time and resources than producing voice-overs, and it offers a wider choice of future use. Voice-over translation is an audiovisual translation technique, where narrative scripts are first translated and then recorded by native speaker voice talents. The new voice is placed over the original audio track that either can or can't be heard in the background. VILLAM's professional video team ensures that each voice-over and subtitled video conveys the intention and message of the original video.



# FOCUSING ON YOUR INDUSTRY

## OUR EXPERTS KNOW THE CHALLENGES OF YOUR INDUSTRY

You can count on VILLAM to provide high-quality, accurate translations tailored to the needs of your company and industry. Working with the best localization specialists, we offer translation solutions that fit your business needs and help you to communicate successfully in any market. Our well-curated translation experts with industry-specific expertise provide translations customized to fit your industry and business. From interpreting to desktop publishing, we offer a wide range of services that you can choose from. Let's create custom-made solutions together to cover all of your language service needs.



### Medical translation

Is your mission to create products and services for safer medicine? Let us be your trusted partner in providing regulated, compliant translations in the field of life sciences. We provide linguistic validation, interpreting, and multimedia services designed specifically for this industry. We can help you to communicate your messages clearly to patients and health care professionals all over the world.



### Website localization

With high-quality localized website content, you can appeal to your business's target audience. A localized website serves the purpose of conveying your key message to local markets. If your business goes global, our localization services can help you to boost your business's online presence. We also offer a wide range of other related language services, such as copywriting, proofreading, and desktop publishing.



### Legal translation

Does your business require legal translation services? VILLAM offers certified translation and interpreting services carried out by sworn translators and interpreters. Our professional translators have a deep understanding of legal concepts and terminology, so we are ready to handle your business's needs. If needed, you can also request a certification of translation accuracy for your translated documents.



### Banking & finance

Do you need a partner with the experience and knowledge to help you to craft messages that appeal to global stakeholders? High-quality financial translations provide real added value to your business. We can ensure perfection and compliance with internal guidelines and financial industry regulations when creating, editing, and translating financial content for our partners with expertise, securely, and at scale. We offer complete confidentiality and fast service.





### Retail & e-commerce

Do you implement omnichannel marketing strategies in every language, everywhere? Localize your content to be able to offer each user authentic and relevant brand experience wherever in the world they live. We are experts in digital communication and localization, and we can provide engaging and creative content for your brand via our translation and copywriting services. Our dedicated project managers will guide you through every step of your project. We help you to share the message of your brand with style.



### Automotive & manufacturing

Whether you are a car manufacturer or an equipment supplier, you need specialized, industrial, and technical translations. Creating a first-class experience that every customer feels is tailor-made for them is essential. We will be there for you every step of the way and provide you with fully customized deliverables. Thanks to our network of technical experts, we can excel in localizing your software, content, and devices to connect with drivers across the globe.



### Marketing & advertising

When creative translation meets copywriting, we talk about transcreation, a process where linguistic experts prepare texts based on the instructions of our client. We offer copywriting and transcreation services and create engaging content that perfectly conveys the message and image of your brand. When it comes to advertising, you can count on our experts who provide technical SEO consulting, keyword research, and multilingual solutions for your customer service team.



### Publishing & social media

We understand the specific demands for media and publishing translation services and provide first-class news article translations, literary translations, and editorial services. Whether you are a creative agency, a talented author, or a media monitoring company, we are at your disposal. Community management in multilingual environments and on various social networks is also one of our specialties. Our dedicated project manager works with you and delivers turnkey solutions for communicating the message of your brand.

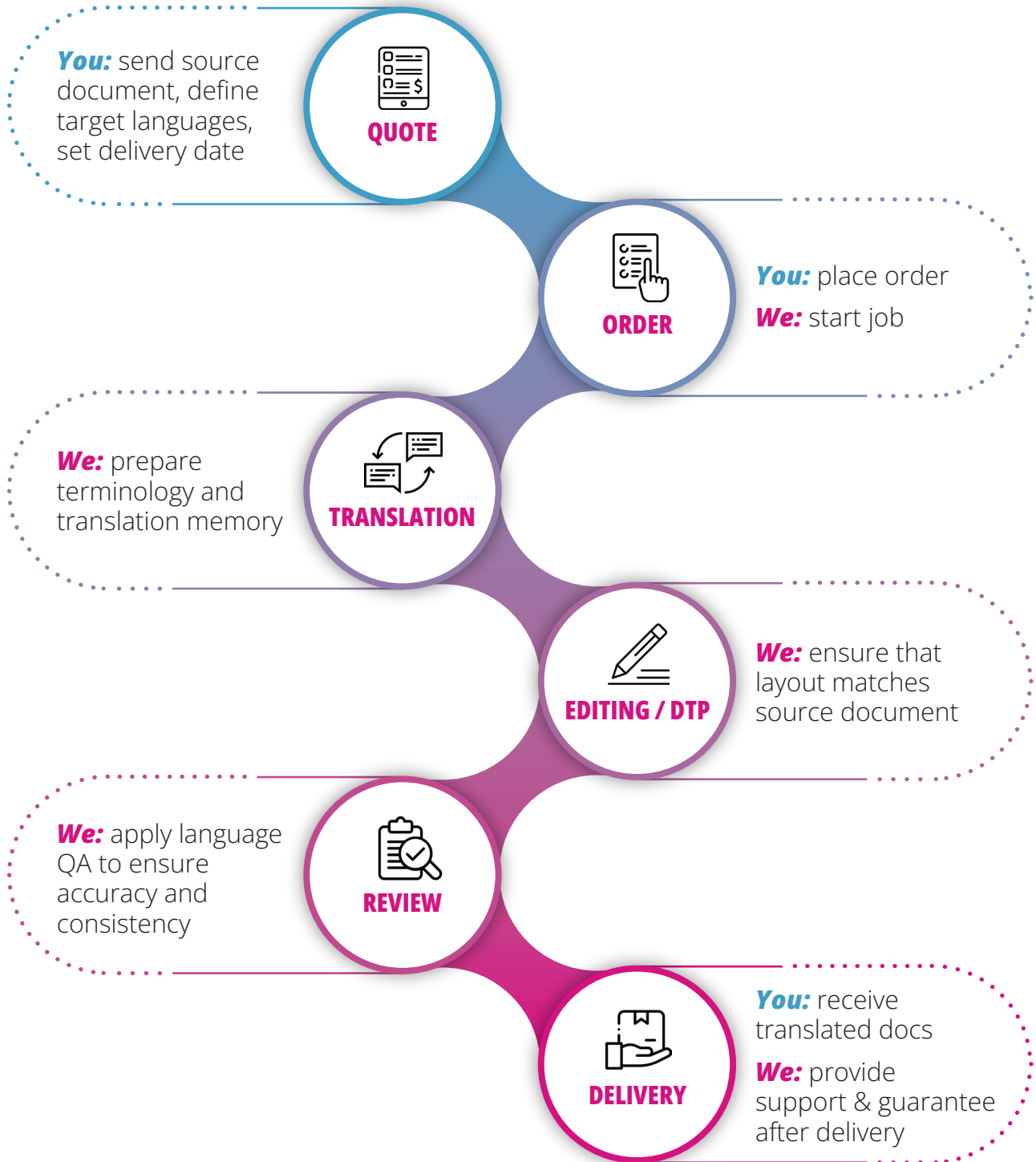
## ISO 17100 & QUALITY ASSURANCE

The ISO 17100 standard requires language service providers to produce evidence of translator qualifications, translator skills, project manager competence, as well as of the professional management of core processes to ensure the delivery of high-quality translation services. VILLAM is certified and fully ISO 17100 compliant, which increases value for money and peace of mind for all of our clients.

For us, quality control is of paramount importance. To that end, we employ a review process as part of each translation assignment. Our processes are continually audited to ensure that our work maintains the highest degree of precision.



# HOW TO START A PROJECT





## TECHNOLOGY



Our cloud-based customer account guarantees top-level security and provides an easy-to-use platform to store and retrieve your translated documents. Your team can directly access, manage, monitor, request, and receive translation projects. By utilising our system, you can reduce administration time and keep track of your requests and budget.

Our proprietary software facilitates smooth translation project management by eliminating manual workflow tasks through automation, thereby improving efficiency and accelerating delivery times. Our computer aided translation (CAT) software portfolio includes the highly efficient memoQ (server edition), the language industry standard Trados Studio, as well as cloud-based solutions such as Memsources, Smartling, Easyling, and XTM. With these tools, quality and consistency from project to project is ensured.

## SECURITY



We offer peace of mind to our clients because we have the infrastructure in place to prevent data loss. VILLAM's data security measures are airtight, and our system is prepared for any vulnerabilities. We transmit, store, and back up sensitive or confidential information with the utmost care, providing the secure transmission and access control management of files to clients and linguists. Our project managers and linguists sign an NDA before taking on jobs, and all of our employees receive industry-specific security training. VILLAM will keep your data safe.





## FAIR TRADE



Can language services be sustainable both in an ecological and in an economical sense?

We believe they can! In order to maintain high quality, transparency, and clean processes, fair trade principles are applied to our supplier chain. Having the least possible impact on the environment or managing finite resources skilfully is already a commendable achievement.

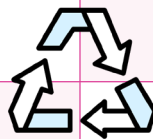
Our clean translation principles are the following:

### RECYCLE

Use a translation memory to store and recycle your previous works.

### FAIR TRADE

Opt for a fair translation model, and build on responsibility and cooperation.

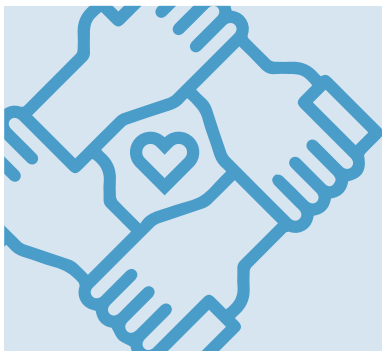


### REUSE

Use terminology, and reuse previous versions to keep changes to a minimum.

### SHARE

Share your invested energy, and support your partners, if possible.



*We would like to provide insight into the process in which the work of creative translators and interpreters is associated with the most added value. A value that is manifested directly at the client's side while not imposing a burden on creative workers. We can think, plan, and make responsible decisions together.*



# EXPERT LANGUAGE SERVICES TAILORED TO YOUR INDUSTRY



**OUR CUSTOMER SERVICE:**  
language solution architects

**OUR LANGUAGES:**  
all European languages



**OUR EXPERTS:**  
highly trained in-house linguists

**OUR SPECIALITY:**  
quality review, always



**OUR  
LOCATION:**



office in  
Budapest,  
Hungary

## ABOUT VILLAM

VILLAM is one of the leading providers of language services in Central Europe. Based in Budapest, our 20 in-house language professionals enable thousands of brands to increase their international market share and engage their customers in local markets worldwide. Our network of linguists and subject matter experts make it possible to always deliver the most suitable service to our clients.



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