

Language Innovations, LLC™

Helping businesses communicate worldwide™

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LANGUAGE INNOVATIONS, LLC - LANGUAGE SERVICES **CAPABILITIES STATEMENT**

Established in 1997, Language Innovations is a full service translation and language consulting firm. Services are offered in more than 40 languages.

Language Innovations' primary service is written translation. The company also provides oral interpreting services, foreign language desktop publishing, transcription, website translation and video dubbing and subtitling.

Our translators, editors, interpreters and support personnel are experienced in serving a broad range of subjects and industries, including finance, legal, education, telecom, medical, general business, marketing, power & energy, pharmaceutical, nonprofits and many other technical and commercial subjects and industries.

Technical Approach to Translation: Each assignment is executed by a native speaker of the target language with experience in the specific subject of the material at hand. The vast majority of our translators and editors are accredited by the American Translators Association and hold degrees in translation/linguistics, in addition to degrees in specific fields of specialization, i.e., law, medicine, marketing, finance, international business, etc. Each translation is worked on by a minimum of two (2) professionals which is a vital part of our quality assurance guarantee. This process includes editing, proofreading and final verification that all client specifications have been met. When specific formatting and/or desktop publishing is required, we incorporate the appropriate bi-lingual personnel accordingly.

Additionally, when appropriate, we create a glossary of terms and definitions. Once this glossary is established, it remains a living document. It will be updated and modified over time with each subsequent project. The glossary is an invaluable tool in the translation process and provides consistency of phrasing and terminology from one project to the next.

For each interpretation project one (1) Project Manager is assigned to coordinate all of the details and specifications of the assignment. Examples of items for consideration are: date(s) and location(s), mode of interpreting, number of languages, background materials for interpreters, points of contact, equipment (if necessary), advance preparation of translated materials, travel and lodging accommodations.

In addition to the details noted above, having an understanding of our client's goals and concerns is a top priority of ours. Maintaining a closely-knit mode of communication with our clients is paramount to a successful business relationship between our companies. The combination of clear and open lines of communication, qualified translators, glossaries, and personal service results in consistently accurate translations, timely delivery and satisfied customers.

-Language Innovations, LLC™ is a Woman-Owned Small Business-