

WHEN SELECTING YOUR LANGUAGE SERVICES PARTNER, THIS IS WHAT YOU NEED TO LOOK FOR:

HARMONY

1 IS THE TRANSLATION COMPANY PRODUCTION DEPARTMENT
IN TUNE WITH MY NEEDS?

YES



NO



2 DOES THE TRANSLATION COMPANY HAVE A TRANSLATION MANAGEMENT
SYSTEM THAT CAN MEET MY EXPECTATIONS? OR IF I HAVE MY SYSTEMS,
IS THE TRANSLATION COMPANY ABLE TO ALIGN WITH THEM?

YES



NO



3 IS THE TRANSLATION COMPANY WILLING TO HARMONIZE THEIR INTERNAL
PROCESSES AND CORPORATE CULTURE TO GET IN LINE WITH
MY COMPANY REQUIREMENTS?

YES



NO



ADDED VALUE, TIME & COST

1 DO I FEEL THE SERVICE THEY PROVIDE ADDS VALUE TO MY COMPANY AND ALSO MY OWN POSITION WITHIN THE COMPANY?

YES



NO



2 WILL THE TRANSLATION COMPANY SAVE ME AND MY COLLEAGUES TIME OR ENABLE US TO DO SOMETHING IN A BETTER WAY OR GET BETTER RESULTS?

YES



NO



3 WILL THE TRANSLATION COMPANY DELIVER ON THEIR PROMISES SO THAT WE HIT OUR CORPORATE GOALS, OR I ACCOMPLISH MY OBJECTIVES?

YES



NO



4 IT MAY NOT BE THE CHEAPEST BUT IS THEIR PRICING FAIR?

YES



NO



LANGUAGES, INDUSTRY & CONTENT EXPERTISE

1 DO I FEEL THAT, BY CHOOSING THIS TRANSLATION COMPANY, MY RISK AND THAT OF MY COMPANY IS MINIMIZED?

YES ☒ NO ☐

2 WILL MY CONTACTS AT THE TRANSLATION COMPANY PROACTIVELY HIGHLIGHT POTENTIAL CHALLENGES AS SOON AS THEY ARISE AND WORK WITH ME ON FINDING SOLUTIONS?

YES ☒ NO ☐

3 ARE THEY ATTUNED TO MY NEEDS? DO THEY LISTEN TO ME? DO I FEEL I CAN TRUST THEM? ARE THEY APPROACHABLE?

YES ☒ NO ☐

4 IS EVERYONE WHO MY TEAM DEALS WITH AT THIS TRANSLATION COMPANY ENTHUSIASTIC ABOUT MY COMPANY, MY PRODUCTS, MY COLLEAGUES, ME AND WHAT WE ARE ABOUT TO DO TOGETHER?

YES ☒ NO ☐

5 WOULD I RETURN TO THEM WITH MORE BUSINESS?

YES ☒ NO ☐

6 WOULD I RECOMMEND THEM TO ANOTHER COMPANY?

YES ☒ NO ☐