

# **CAT tools and Research Tips/Module 2**

## **Introduction**

This module will deal with CAT tools, advising students of their key role in the translation industry. It will also help trainees improve their research skills by using Internet.

## **Course/module Description**

Trainees will be expected to understand how the translation process can be improved with the latest technology developments. They will be presented with a variety of available CAT tools and will be expected to use them in the translation process. Focus will be made on the fast-pacing development of these tools and acquiring skills that will allow them to use new tools in the future. Trainees will learn new researching methods by using Internet and online resources. They will also be expected to start developing an active role in the learning process.

## **Training topics**

- CAT Tools intro. Databases basics. Translation Memories. Pros and cons. Exchange formats. TMX and TMW. Management and maintenance.
- Terminology databases. Format conversion. Management and maintenance. Term extraction. Align.
- Internet as a research tool. Trusted sources. Efficient searches: engines, portals, Boolean operators, advanced features. Online glossaries and dictionaries.