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TERMINOLOGY MANAGEMENT FOR THE TRANSLATOR

**Workshop led by Sonia Cutler and Neil Redfern
To be held at Heriot-Watt University, Riccarton, Edinburgh**

**on
Saturday, October 4th 2008**

Programme

Dept. of Languages staffroom	10.00	Foregather (tea/coffee will be available)
Computer Lab, G22, Mary Burton Building, School of Management & Languages	10.30	Session 1 The focus during the morning will be on searching the WWW for terminology and working with HTML and plain text tab delimited terminology lists.
	13.00	<i>Lunch available from the nearby Heriot-Watt refectory</i>
	14.00	Session 2: During the afternoon, attendees will gain further practice with manipulating terminology lists and be given an introduction to Lingo 4.0.
	16.30	End

Speakers

Sonia Cutler BSc (Hons) MSc was until recently a part-time lecturer on the MSc in Scientific, Technical and Medical Translation with Translation Technology (MSc Trans) at Imperial College London where she taught terminology, digital publishing and history of translation. In Spring 2007, she taught a module in Translation Technology at London Metropolitan University. She organises, and teaches on some of, the Translation Technology Courses at Imperial College London and will continue to run translation technology courses.

Neil Redfern MSc MSci ARCS AMInstP graduated from the MSc in Scientific, Technical and Medical Translation with Translation Technology (MSc Trans) in September 2006, having completed an MSci in Physics the year before. In Spring 2007, he taught a module in Translation Technology at London Metropolitan University.

He also teaches on a range of translation technology courses at Imperial College London.

Workshop Outline/Aims

This one-day course will begin by covering the basics of efficient terminology mining on the WWW. It will then consider the creation and management of glossaries and other terminology record systems and it will train participants on how to find and exploit online glossaries and dictionaries. Finally, participants will be shown how to use Lingo 4.0, a dedicated and versatile dictionary management software application, to manage terminology by storing translations of single terms or phrases and recall them at will for re-use in subsequent translations.

Who Should Attend?

Translators and other language professionals who would like to learn how to become effective terminology hunters, locate glossaries on the WWW and then convert them into a range of usable formats. The course will also appeal to all who wish to learn how to manage and organise terminology and terminology resources such as glossaries more effectively and systematically.

Venue

The Riccarton campus of Heriot-Watt University is located just off the western side of the Edinburgh City bypass. The workshop will be held in room G20 in the School of Management & Languages (building no. 13 on the campus map). The Dept. of Languages staffroom is in the Henry Prais building (no. 13 on the campus map). Parking is available on Saturdays in the car park directly to the west of these buildings. Campus maps and public transport information may be viewed at/downloaded from www.hw.ac.uk/home/dir/51/edinburgh-campus-maps-and-directions. (NB: note that the campus map and detailed campus map are differently numbered!)

Cost

£50, excluding meals



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