



致力於  
全球語言服務  
逾50年

Global Language Services  
for 50 years

翻譯與口譯  
術語管理

Translation & Interpreting  
Terminology Management

[www.e-kern.com](http://www.e-kern.com)



如果沒有他們自動化和流暢的工作流程，我們的工作項目幾乎不可能在這麼短的時間內完成。我們非常滿意。

醫療集團網上業務主管  
(圖片僅供參考)



## 特殊強項

- ✓ 各種語言服務一應俱全
- ✓ 以客為本 – 注重質量
- ✓ 點對點服務
- ✓ 技術創新  
– 是首選LSP合作夥伴
- ✓ 品質管理系統：依照  
ISO 9001:2015
- ✓ 翻譯程序：依照 ISO 17100:2015
- ✓ 俱備各行各業的專業知識
- ✓ 高效決策— 從譯者到專案管理到客戶服務，直達高層管理
- ✓ 創新精神— 我們運用現代客戶端與伺服器來解決翻譯問題，而針對入口平台與介面我們也研發出專屬的解決方案
- ✓ 全球本地化— 隨時為當地顧客服務
- ✓ 知識管理諮詢

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## UNIQUE SELLING POINTS (USPs)

- ✓ We offer a comprehensive range of language services
- ✓ Customer-oriented – Quality focused
- ✓ Point to Point Service
- ✓ Technology Innovation  
– preferred LSP partner
- ✓ Quality management system  
ISO 9001:2015 certified
- ✓ Translation process  
ISO 17100:2015 certified
- ✓ Industry Knowledge and Expertise
- ✓ efficient decision-making process  
– from the translator, to project management, to customer support, all the way to senior management
- ✓ Innovative – we use modern client and server solutions for our translations and develop our own solutions for our portals and interfaces
- ✓ Global but local – where our customers are
- ✓ Knowledge management consulting



Without an automated, streamlined workflow, our project would have been almost impossible to realise – not to mention in such a short space of time.

We're extremely satisfied.

*Leader of hospital group e-business*

# 專業翻譯

科恩的年平均翻譯量高達一百多萬頁，涵蓋各種語言組合。

## 翻譯領域概況

科恩的專業譯者擁有語言及專長領域的豐富知識，不僅掌握現今語言趨勢，還對文字風格具有極高要求，能提供精確流暢的譯文，例如：

- 醫學、工業及科技領域：研究資料、說明書、數據表及教學材料.....等。
- 貿易及公共領域：新聞稿、商業信函、年度報告、客戶雜誌及員工啟事...等。
- 媒體及觀光旅遊：外語錄音、配音、字幕、訊息資料.....等。
- 法律及專利領域：合約、商業登記證及法律文件.....等。

## 認證翻譯

科恩與經宣誓的專業譯者合作，遍布全球的服務據點皆保證，所有提交政府機關和有關機構的文件都會進行法律認證，以符合目標國的法律要求。

## 撰文與外語改寫

科恩根據客戶的要求規格再次創作，例如：廣告及出版刊物、標語、報刊文集、簡報或使用說明書。所有文章皆精準翻譯，並針對目標族群進行編寫。



### 優勢一覽：

- ✓ 急件翻譯服務
- ✓ 母語專業譯者
- ✓ 品質管理遵守「六眼原則」
- ✓ 校對及編輯
- ✓ 善用翻譯記憶與術語庫來解決問題
- ✓ SSL (安全通訊協定) 加密的入口平台解決方案
- ✓ 處理您的文件時，我們嚴守保密協議
- ✓ 俱備各行各業的專業知識

# SPECIALISED TRANSLATIONS

KERN translates over 1 million pages every year in various language combinations

## A Look at our Translation Fields

KERN's specialised translators boast in-depth knowledge of their languages and fields of expertise, a firm grasp of current usage and a stylistic touch to produce adequate translations for:

- Medicine, industry and technology: Research documentation, instruction manuals, data sheets, training material etc.
- Trade and publicity: press releases, Business correspondence, annual reports, customer magazines, staff bulletins etc.
- Media and tourism: Foreign-language voice recording, dubbing, subtitling, Information packs etc.
- Law and patenting: Contracts, Commercial Register certificates, legal papers etc.

## Certified Translations

KERN works with specialised sworn translators. KERN's international network of branches guarantees that even documents intended to be translated for public authorities and institutions can be legally certified to meet the legal requirements of the target country.

## Text Creation and Foreign-Language Adaptation

KERN creates documents according to your specifications, such as advertising and publication texts, slogans, press portfolios, presentations and instruction manuals. Texts are translated to suit the target country and adapted to their target group.



### The KERN advantage at a glance:

- ✓ Express translation service
- ✓ Specialised mother-tongue translators
- ✓ Quality control through the six-eyes principle
- ✓ Proofreading and editing
- ✓ Use of translation memory and terminology solutions
- ✓ SSL-encrypted portal solutions
- ✓ Confidential handling of your documents
- ✓ Knowledge of the industry



語言是通往成功之門  
的基石。

# 專案管理

科恩俱備豐富的專業知識與經驗，能妥善管理您的專案

跨國貿易的成長，促使翻譯與專案管理變得愈加重要。鑒於翻譯目標語言越趨多元化，推出產品和服務的時間越來越短，以及複雜的文件及系統結構，導致翻譯項目更多樣化。科恩專案管理是整合上下游的一個流程，且涉及眾人。專案經理因此有其「路標」和準則協調他們的項目。

多年以來在語言服務累積了豐富的經驗，科恩的專案管理流程已獲得認證，能包辦多種語言的翻譯項目。

## 成功管理專案的七步法則



### 優勢一覽：

- ✓ 評估項目
- ✓ 計算項目 / 預估成本
- ✓ 項目與資料籌備
- ✓ 優化作業流程
- ✓ 自動化程序
- ✓ 工具管理
- ✓ 資源與人力分配
- ✓ 進度掌握
- ✓ 問題管理 / 協調常見問題
- ✓ 溝通管理
- ✓ 項目協調

# PROJECT MANAGEMENT

KERN's knowledge and experience guarantee the reliable management of your project

In times of increasing transnational trade, the management of translation processes and projects is becoming more and more important. Translations into various target languages, and increasingly shorter time frame to launch products and services, and more complex document and system designs are leading to more dynamic translation projects. Project Management of KERN is a process which is part of an integrated system of upstream and downstream workflows in which several people are involved. Project managers therefore have "signposts" and guidelines to coordinate their projects.

Having been in the language business for many years, KERN has a certified project management process and is able to handle all kinds of multilingual translation assignments.

## Seven Steps for a Successful Project



### The KERN advantage at a glance:

- ✓ Project evaluation
- ✓ Project calculation / cost assessment
- ✓ Project/data preparation
- ✓ Workflow optimisation
- ✓ Process automation
- ✓ Tool management
- ✓ Resource and staff management
- ✓ Progress control
- ✓ Question management / Q & A coordination
- ✓ Communication management
- ✓ Project coordination

A middle-aged man with grey hair, wearing a light blue dress shirt and a striped tie, stands with his arms crossed in an office environment. He is smiling slightly and looking towards the camera. A large white circle is overlaid on the lower left of the image, containing text and a graphic element.

«  
Language is the  
foundation for  
successful export.

# 入口平台解決方案與自動化程序

當地與全球的交流 — 所有聯絡人一目了然

在商業過程管理領域科恩集團研發出了專案管理入口平台解決方案 **portal4client™**，它是一個通過整合所有參與者來優化工作分配、溝通、資料記錄與翻譯管理的程序。特別是在需要大量翻譯工作的時候，服務器應用平台所提供的翻譯記憶庫，如 **portal4client™** 升級版，能使翻譯項目的操作管理更加方便，並實現重複步驟的自動生成。



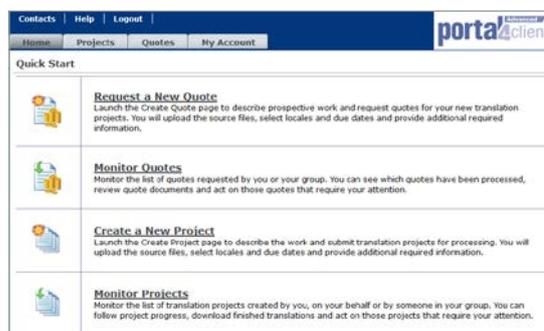
## 優勢一覽：

- ✓ 依顧客需求解決問題
- ✓ 加密存取
- ✓ 個人化設定
- ✓ 翻譯記憶與術語資料庫
- ✓ 即時的分析與動態追蹤
- ✓ 只需瀏覽器，隨時隨地又便利

# PORTAL SOLUTIONS AND PROCESS AUTOMATION

Local and international communication – all contact partners at the touch of a button

In the area of process management, the KERN Group has developed the **portal4client™** portal solution with the aim of optimising order placement, communication, document and translation management processes for all parties involved. In particular in cases of large translation volumes, the use of a server-based platform with translation memory access such as **portal4client™ Advanced** is essential for the central control of translation projects and the automation of recurring sub-processes.



## The KERN advantage at a glance:

- ✓ Customer-specific solution to every enquiry
- ✓ Encrypted access
- ✓ Individual configuration
- ✓ Translation memory and terminology databases
- ✓ Real-time analyses and status tracking
- ✓ Browser-based, central, location-independent



90%

的歐洲網路使用者，  
偏好瀏覽母語網站。

歐盟民調局，歐盟執委會

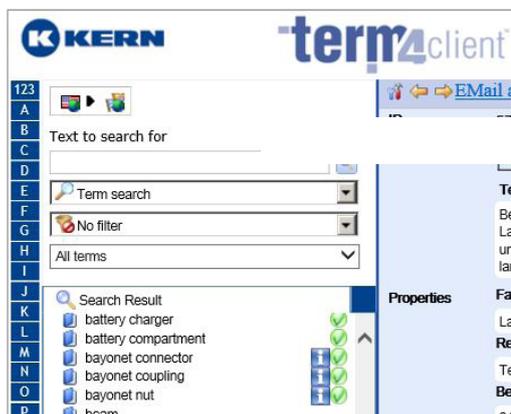
# 術語管理

為客戶特定的術語能提高員工和客戶對品牌的認知度。

專業術語決定企業用語，而企業用語能表達您的企業文化和品牌。

**term4client™** 統一管理各國語言的術語和名稱，是一種靈活有效的工具。每一項輸入科恩術語管理系統中的術語/記事，都可以輔以大量用戶自定義的儲存資料，加入文法和使用說明，以及定義、圖像和更多的資訊。

**term4client™**



## 優勢一覽：

- ✓ 建立並管理客戶專屬的術語庫和字彙表.....等
- ✓ 術語摘錄與整合
- ✓ 只限閱讀和 (或) 編輯權限
- ✓ 在德國建立的安全伺服器中管理術語目錄
- ✓ 可提供企業法人營業執照
- ✓ 輸入重要的上下文附加資訊

## TERMINOLOGY MANAGEMENT

Customer-specific terminology leads to brand recognition by staff and customers alike

Corporate language is defined by its terminology – your company's language is an expression of its corporate culture and brands. **term4client™** manages terms and their respective names in all languages all in one place and, as such, is a tool which is as flexible as it is effective. Each term/entry in KERN's terminology management system can be supplemented with comprehensive user-defined information on grammar and usage, as well as definitions, pictures and much more.

**term4client™**



## The KERN advantage at a glance:

- ✓ Creation and management of customer-specific terminology banks, glossaries etc.
- ✓ Terminology extraction and integration
- ✓ Browser-based access to terminology – read-only and/or editing permission
- ✓ Management of terminology inventories on secure servers in Germany
- ✓ Company licenses available
- ✓ Input of important context-providing additional information



90%

of Internet users in the EU  
prefer websites in their  
mother tongue.

*Eurobarometer, European Commission*

# 網站與軟件的本地化

作為Google的合作夥伴 – 本地化不單只是純粹的內容翻譯



## 在本地化過程中， 必須考慮以下各方面：

- 範本文件的內文，例如：  
Java 或 ASP-Skript
- 於目標語言中建立超連結
- 目標語言中，特殊符號與手寫體的呈現
- 在常用的瀏覽器與各尺寸螢幕上，檢查格式與字體
- 在圖像與按鍵中進行文字的建立與編輯
- 術語及樣式間的一致性

科恩能承接網站或軟件本地化各階段的工作，並會針對目標市場的文化與科技層面適度調整您的產品，以保證您的網站或軟件成功進軍國際市場。



## 優勢一覽：

- ✓ 比照國際標準分析原文資料
- ✓ 各種語言的網站內文都符合「搜尋引擎最佳化」，包括 article spinning也由我們一手包辦。
- ✓ 從軟件與網站中抽取文本並再整合
- ✓ 使用者介面的尺寸調整，例如：按鍵、對話框及選單
- ✓ 電子商務的多種語言產品內頁、使用者介面、文件及線上支援.....等



# SOFTWARE AND WEBSITE LOCALISATION

As a Google Partner – localisation is more than just pure content translation



## The following aspects must always be taken into consideration during the localisation process:

- Text in script files, e.g.  
Java or ASP script
- Creation of hyperlinks in  
the target languages
- Representation of special characters  
and scripts in the target language
- Inspection of layout and fonts in  
the current web browsers and on  
various screen sizes
- Creation and editing of text in  
buttons and graphics
- Consistency of terminology  
and style

KERN takes care of all the stages of the work processes involved in the localisation of your website or software in order to adapt your product to the cultural and technical requirements of the target market. This will guarantee your online presence and your software will successfully be introduced into the international markets.



## The KERN advantage at a glance:

- ✓ Analysis of source data against international standards
- ✓ SEO conversion of website content in all languages, including article spinning all in one place
- ✓ Text extraction and re-integration, e.g. from software and websites
- ✓ Resizing of user interfaces, e.g. buttons, dialogue fields, menus
- ✓ Multilingual product texts for e-commerce, user interfaces, documentation, online support etc.





科恩的專業傳譯員協助  
我們與客戶有效溝通，  
成功達成商業目標。(美國廠商)

KERN's professional Interpreter has helped us  
to communicate efficiently with our clients and  
successfully achieved our business goal.

(Corporate Manufacturer from USA)

# 口譯

科恩的專業會議口譯員訓練有素且極富經驗，能勝任談判、會議、專題討論會和國際會議一種或兩種工作語言的傳譯。



## 同聲傳譯設備

在國際會議或大會現場，科恩提供租借和安裝移動紅外線同聲傳譯設備的服務，不論與會者是 30 人或超過3000 人...

科恩的專業團隊隨時為您提供最優質的服務。

## 租借口譯設備

- 移動紅外線同聲傳譯設備
- 語音導賞設備
- 討論設備
- 擴音系統及音響設備
- 影音設備及視覺技術
- 投影設備，例如：銀幕
- 可依需求提供其他視聽設備

## 優勢一覽：

- ✓ 談判口譯
- ✓ 陪同口譯
- ✓ 會議口譯
  - 交替傳譯
  - 同聲傳譯
- ✓ 電話口譯
- ✓ 耳語口譯
- ✓ 口譯設備

# INTERPRETING

KERN's outstandingly trained and experienced specialist interpreters and conference interpreters are employed at negotiations, conventions, symposia and international conferences in one or two working languages

## Simultaneous interpretation equipment

KERN hires out and installs tried-and-tested mobile infrared simultaneous interpretation equipment for international conventions and conferences, regardless of whether our technology is required by 30 or more than 3,000 participants.

KERN's professional teams are always on hand and meet the highest quality standards.



## Book your Interpretation Technology

- Mobile infrared simultaneous interpretation equipment
- Tour guide systems
- Discussion equipment
- PA systems and sound technology
- Video equipment and visualisation technology
- Overhead projection facilities, e.g. screens
- Audiovisual equipment available on request



## The KERN advantage at a glance:

- ✓ Liaison interpreting
- ✓ Escort interpreting
- ✓ Conference interpreting
  - consecutive interpreting
  - simultaneous interpreting
- ✓ Telephone interpreting
- ✓ Whispered interpreting
- ✓ Interpretation technology

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