# LIONBRIDGE

Lionbridge Connector for Drupal 8 TMGMT

## Setup and User Guide

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1 Welcome to the Lionbridge Connector for Drupal 8 TMGMT

## 1 Welcome to the Lionbridge Connector for Drupal 8 TMGMT

Welcome to the Lionbridge Connector for Drupal 8 TMGMT (Connector). This Connector enables you to automate sending and retrieving content from Drupal TMGMT to Lionbridge for translation, which dramatically reduces the effort required to create, maintain, and publish Web content in multiple languages.

## 1.1 The Translation Lifecycle

The *translation lifecycle* is the broad process of selecting content, sending it out for translation, and then receiving the translated content back from translation.

This set of steps usually fits inside a larger, more general process called the *content lifecycle*, which is the process of creating, reviewing, editing, approving, and publishing content.

When you consider the translation lifecycle and the content lifecycle together, you have the *global content value chain*, which is the strategy for managing multilingual content.

Remember that localizing content is a subset of steps in the broader content lifecycle. This will improve your focus on key localization considerations, improve processes, and keep all content stakeholders included. Together, this results in better content management.

## 1.2 Using this Guide

#### Purpose of this guide

This guide describes how to use the Lionbridge Connector for Drupal TMGMT (Connector) to manage your translation lifecycle. It describes how to send out content for translation and receive it back from translation.

#### Who should use this guide

This guide is intended for content editors, project, marketing, localization or translation managers, or others who are responsible for creating, editing, or approving content for translation that resides in Drupal.

#### What your company setup should be

This document assumes that:

- Your company already uses Drupal and has installed the TMGMT module.
- Your company has created a Lionbridge Freeway account, at <u>https://freeway.lionbridge.com</u>.

#### What you should already know

This document assumes that:

- You have a strong working knowledge of Drupal.
- You are familiar with your company's translation process and requirements.
- You have valid user credentials to log into Drupal.

**Note:** Not all the features described in this guide may be available. Feature availability depends on both your company's Drupal, TMGMT and Lionbridge Connector setup and the roles to which you are assigned. If you cannot access functionality that you need, contact your company's Drupal administrator.

#### How this guide is organized

Chapter	Description
"Welcome to the Lionbridge Connector for Drupal 8 TMGMT" on page 5	A brief description of the Lionbridge solution for Drupal TMGMT and how it fits into the translation lifecycle. It also includes information about this guide and Lionbridge Connector Support contact information.
"Getting Started with the Lionbridge Connector for Drupal TMGMT" on page 16	How to get started and an overview of the Lionbridge Connector interface.
"Sending Content to Lionbridge" on page 45	How to send out Drupal content for translation.
"Tracking Your Translation Job" on page 73	How to monitor the translation status of content and jobs that you sent out for translation.

This guide contains the following chapters:

Chapter	Description
"Viewing and Reviewing Translated Jobs" on page 78	How to view and review translated content.
"Other Translation Tasks" on page 82	How to perform other translation tasks, such as: aborting jobs resubmitting aborted jobs deleting jobs editing translated content redelivering translated content to Drupal TMGMT

#### Documentation conventions

This guide uses the following conventions:

Convention	Description
Bold	Highlights screen elements such as buttons, menu items, and fields.
Courier	Highlights input, file names, and paths.
Italics	Highlights terms for emphasis, variables, or document titles.
>	Indicates a menu choice. For example, "Select <b>Translation &gt; Sources</b> ."

## 1.3 Terminology

Content type	The content type of an item defines the fields it includes. For example, a basic <i>Page</i> content type has title and body fields. In Drupal, you can create custom content types.
Drupal	A free and open source content-management framework for building websites.
Freeway	A Lionbridge translation portal and a translation provider.

Јор	One or more items that Drupal TMGMT groups together into a single translation job. All items in the job have the same target language. If you request a quote for your translation job, you must log into Lionbridge Freeway to authorize the quote before the translation process starts.
Lionbridge	The publisher of the Freeway translation portal and a translation provider. Users connect to the Freeway translation portal to submit content to and retrieve content from the Lionbridge translation provider.
Lionbridge Connector for Drupal TMGMT (Connector)	The connector software that Lionbridge has developed and provides that plugs into your Drupal TMGMT installation to provide connectivity to the Lionbridge translation services. In this document it is referred to as the Connector. This is the software you are installing and configuring as you work through this document.
Source language	The original language of the content. Content is translated <i>from</i> the source language.
Target Ianguage	The translated language of the content. Content is translated <i>into</i> the target language.
ТМӨМТ	The Translation Management Tool (TMGMT) module in Drupal provides a tool set for translating content from Drupal. It supports plug-ins from various translation providers, which it calls translators.
Translator	The term in the Drupal TMGMT module that describes a connector between the module and a translation provider. In the context of this help, the Lionbridge Connector for Drupal TMGMT is a translator in Drupal. It provides a direct connection to the Lionbridge translation services.

## 1.4 How to Contact Lionbridge Connector Support

Email : connectors@lionbridge.com

Telephone: +1-416-363-0888

You can submit a support ticket either:

- by email
- from the Lionbridge Connector Zendesk page, using your web browser

#### 1.4.1 Submitting a Support Ticket

- 1. Do one of the following:
  - Email <u>connectors@lionbridge.com</u>, and cc (carbon copy) anyone to include in the ticket correspondence.

**Important:** Include the information and attachments in your email that are listed in the sub-sections below.

- Create a ticket in Zendesk:
  - a. Open the Lionbridge Connector Zendesk page in your browser: https://connectors.zendesk.com.
  - b. Sign in to Zendesk.

Note: If you do not have sign-in credentials yet, then click either Sign up or Get a password, and follow the onscreen instructions.

**Important:** Include the information and attachments that are listed in the subsections below.

- c. Click Submit a request.
- d. In the **CCs** field, add anyone to include in the ticket correspondence.

Zendesk automatically creates a ticket and responds to everyone included in the cc field.

2. Everyone in the original ccreceives updates unless they request to be removed from the ticket.

**Important:** Check your email spam folder (especially first-time Zendesk users) as sometimes email notifications from Zendesk are marked as spam.

When the issue is resolved, Lionbridge closes the ticket.

#### 1.4.2 Information to Include in a Support Ticket

- client name
- CMS or content system name and version
- Connector or App version installed

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- name of job for which the issue occurs
- date of job submission
- detailed description of the issue
- any error text-copy and paste, if applicable

#### Files to attach to the support ticket:

- CMS log files for the date the issue occurred
- Connector or App log files for the date the issue occurred
- screen capture of the issue

#### 1.4.3 Viewing and Updating Your Support Ticket in Zendesk

Important: You must log into Zendesk to view your support tickets there.

1. Open the Lionbridge Connector Zendesk page in your browser: https://connectors.zendesk.com.

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2. Enter your credentials, and click **Sign in**.

Sign in to Lionbridge Connectors
Email
Password
□ Stay signed in
Sign in
Your credentials will be sent over a secure connection
Cancel
Forgot my password
New to Lionbridge Connectors? Sign up
Have you emailed us? Get a password
If you've communicated with our support staff through email previously, you're already registered. You probably don't have a password yet, though.

Note: If you do not have sign-in credentials yet, then click either Sign up or Get a password, and follow the onscreen instructions.

- 3. After signing in, click **My activities** to view the tickets you opened or where you are cc'd.
- 4. To update tickets, you can reply or attach files.

For more information, refer to "Submitting and tracking support requests" in Zendesk's *Help Center guide for end-users*, at: <u>https://support.zendesk.com/hc/en-us/articles/203664386-Help-Center-guide-for-agents-and-end-users</u>.

**Important:** Zendesk refers to a *support ticket* as a *support request*. These terms are interchangeable.

#### 1.4.4 Signing Up for a Zendesk Account for Lionbridge Connectors

You can create a new Zendesk account for Lionbridge Connectors.

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**Note:** If you have previously emailed Lionbridge Connectors Support at <u>connectors@lionbridge.com</u> to create a support ticket, you can get a password for your email account. For detailed instructions, see "How to Get a Password if You Have Previously Emailed Lionbridge Connectors."

#### To sign up for a Zendesk account:

- 1. Open the Lionbridge Connector Zendesk page in your browser: <a href="https://connectors.zendesk.com">https://connectors.zendesk.com</a>.
- 2. Click Sign up link.

Sign in to Lionbridge Connectors	
Email	
Password	
□ Stay signed in	
Sign in	
Your credentials will be sent over a secure connection	
Cancel	
Forgot my password	
New to Lionbridge Connectors Sign up	
Have you emailed us? Get a password	
If you've communicated with our support staff through email previously, you're already registered. You probably don't have a password yet, thoug	h.

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#### The Sign up page opens.

Please fill out t	this form and	we'll send you a
welcome emai	il shortly. You	will only need to
	erification step siting Clay Tab	o once. Thanks for plet!
Your full name *		
/our email *		
l'm not a	robot	Č
I'm not a	ı robot	reCAPTCHA Privacy • Terms
l'm not a		
l'm not a	a robot Sign up	

- 3. Enter your name and email address, and select the **I'm not a robot** check box.
- 4. Click Sign up.

The **Sign-up complete** page opens. You will receive a verification email shortly with a verification link that enables you to sign in. If you do not receive an email within a few minutes, please check your junk or spam folder.

5. Click the link in the verification email to create a password and sign into Zendesk.

### 1.4.5 Getting a Zendesk Password if You Previously Emailed Lionbridge Connectors

If you have previously emailed Lionbridge Connectors Support at <u>connectors@lionbridge.com</u> to create a support ticket, you can get a password for your

1 Welcome to the Lionbridge Connector for Drupal 8 TMGMT

email account.

#### To get a password:

- 1. Open the Lionbridge Connector Zendesk page in your browser: https://connectors.zendesk.com.
- 2. Click the **Get a password** link.

	Sign in to Lionbridge Connectors
	Email
	Password
	Stay signed in
	Sign in
	Your credentials will be sent over a secure connection
	Cancel
	Forgot my password
New to L	ionbridge Connectors? Sign up
Have you	emailed us Get a password
-	ommunicated with our support staff through email previously, eady registered. You probably don't have a password yet, though

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#### The **Please set me up with a new password** page opens.

To reset your pas	sword for
https://connectors.zende email address and we'll sen	sk.com, enter your
instruction	-
Email	
Submit	
Submit	

- 3. Enter the email address from which you emailed Lionbridge Connectors Support (connectors@lionbridge.com).
- 4. Click Submit.

Zendesk sends you an email with instructions for creating your password.

5. Follow the instructions in the email from Zendesk to create your password.

You can now sign in to Zendesk to create, view and update your support tickets.

2 Getting Started with the Lionbridge Connector for 2 Getting Started with the Lionbridge Connector for Drupal TMGMT Drupal TMGMT

## 2 Getting Started with the Lionbridge Connector for Drupal TMGMT

The Lionbridge Connector for Drupal TMGMT is a plug-in to Drupal's Translation Management Tool (TMGMT) module. Its functionality is displayed to the users as part of Drupal TMGMT. The Lionbridge Connector supports all browsers that Drupal TMGMT supports.

The Connector supports Drupal 7 and 8. The version of the Connector described in this document supports Drupal 8. For information about Drupal 7 support, please contact Lionbridge Connector Support. For details, see "How to Contact Lionbridge Connector Support" on page 8.

Before you set up the Connector, you must install and configure the TMGMT module, including adding the languages you require and configuring specific content types for translation. For detailed instructions, refer to the Drupal TMGMT documentation, at <a href="https://www.drupal.org/node/1489984">https://www.drupal.org/node/1489984</a>.

After you install and configure this module, you complete the following steps:

- 1. You set up the Lionbridge Connector by *adding it as a provider* to Drupal. For detailed instructions, see "Adding Lionbridge as a Provider in Drupal TMGMT" on page 16.
- 2. You enable multilingual support for *content types* on your website. For detailed instructions, see "Enabling Multilingual Support for Content Types on your Site" on page 24.
- 3. You enable multilingual support for individual *fields* of each supported content type. For detailed instructions, see "Enabling Multilingual Support for Individual Fields" on page 26.

**Note:** By default, enabling multilingual support for content types automatically enables multilingual support for all the fields of that content type.

## 2.1 Adding Lionbridge as a Provider in Drupal TMGMT

Before you can send content directly from Drupal TMGMT to Lionbridge, you must add the Lionbridge Connector for Drupal TMGMT as a *provider* in Drupal TMGMT.

You may want to add Lionbridge as multiple providers in Drupal TMGMT, for example, if you want to use multiple Content API credentials or different provider configurations.

Adding Lionbridge as a translator in Drupal TMGMT requires the following three general steps:

2 Getting Started with the Lionbridge Connector for Drupal 2.1 Adding Lionbridge as a Provider in Drupal TMGMT TMGMT

- 1. You create a Zendesk account and ticket on the Lionbridge Connectors site.
- 2. The Lionbridge Connector Support team creates a Lionbridge Content API account for you.
- 3. In Drupal TMGMT, you configure the connection to your Lionbridge Content API account.

Detailed instructions follow below.

Note: The default configuration settings are appropriate for most users.

#### To add Lionbridge as a provider in Drupal TMGMT:

- 1. Create a Zendesk account and password at <u>https://connectors.zendesk.com</u>. For detailed instructions, see "How to Contact Lionbridge Connector Support" on page 8.
- 2. Create a new Zendesk support ticket to notify Lionbridge Connector Support that you need a Lionbridge Content API account for the Connector. For detailed instructions, see "How to Contact Lionbridge Connector Support" on page 8.

The Lionbridge Connector Support team will notify you when your Content API account has been created. This account uses your Zendesk credentials.

- 3. After you receive a notification from the Lionbridge Connector Support team that your Content API account has been created, log in to Drupal to complete the process.
- In Drupal, select Translation > Providers from the menu.
   The Providers page opens.
- 5. Click Add provider.

The Add Provider page opens.

Label *	
The label of the provider.	
Description	
The description of the provider.	
The description of the provider.	
	returned by the translation provider.
Auto accept finished translations	returned by the translation provider.
Auto accept finished translations This skips the reviewing process and automatically accepts all translations as soon as they are	returned by the translation provider.

6. Enter the following information:

Note: An asterisk (\*) indicates a required field.

Field	Description
Label	Your name for the Lionbridge Connector in Drupal TMGMT. This is what is displayed to users who select a translation provider ("provider") when sending out content for translation.
Description	Your description of the provider.
Auto accept finished translations	<ul> <li>Indicates whether to automatically accept all completed translations.</li> <li>To automatically accept all translations without reviewing them first, select this check box.</li> <li>To review translations before accepting them, clear this check box.</li> </ul>

7. In the Provider plugin dropdown list, select Lionbridge Content API Connector. This is the Drupal TMGMT plug-in for Lionbridge translation services.

8. In the Lionbridge Content API Connector Plugin Settings section, enter the following information:

<b>_</b>	IONBRIDGE CONTENT API CONNECTOR PLUGIN SETTINGS
	port to
	KLIFF
	ct the format for exporting data.
	KLIFF CDATA Select to use CDATA for import/export.
	Extended XLIFF processing Select to further process content semantics and mask HTML tags instead of just escaping them.
	A By selecting CDATA option, XLIFF processing will be ignored.
0 4	Allow export-format overrides
	Jse one export file for all items in job Select to export all items to one file. Clear to export items to multiple files.
ho	Public local files served by the webserver. ose where to store exported files. Recommendation: Use a secure location to prevent unauthorized access. UONBRIDGE CONTENT API SETTINGS
	PO Number
	Enter your Lionbridge purchase order number.
	Username *
	admin
	Enter your Lionbridge username.
	Password *
	•••••
	Enter your Lionbridge password.

Field	Description
Exportto	Your content is always exported in XLIFF format, which is the standard XML-based format for exchanging localizable data between applications.
XLIFF CDATA	Select this check box to wrap the content in CData tags. This prevents the Connector from escaping special characters, and avoids the scenario of double-escaped characters. Note: If you select this check box, the Connector ignores the Extended XLIFF processing setting, described next.
Extended XLIFF processing	<ul> <li>Select this check box to further process content semantics and mask HTML tags instead of escaping them:</li> <li>The Connector wraps the text in CDATA tags.</li> <li>The Connector converts entity references for special characters, such as &lt;, &gt;, &amp;, ', and ".</li> <li>The Connector wraps other HTML elements, such as <img/> tags, in <bpt> xliff tags, outside CDATA).</bpt></li> <li>Note: The Connector ignores this setting if the XLIFF CDATA check box, described above, is selected.</li> </ul>
Allow export-format overrides	Select this check box to enable users to override the export-format settings when sending out content items for translation.
Use one export file for all items in job	Select this check box to export all content items to one file. Clear this check box to export content items to multiple files.

Field	Description
Download method	You can choose where to store exported files. Depending on your Drupal configuration, additional download methods and locations may be displayed in addition to <b>Public local files</b> <b>served by the webserver</b> . <b>Recommendation:</b> Use a secure location to prevent unauthorized access.
Lionbridge Content API Settings	
https://connectors.zendesk.coman	idge Content API, create a Zendesk account at d create a support ticket. The Lionbridge on an account for you. For detailed instructions, nector Support" on page 8.
PONumber	Optional. Enter a valid purchase order number that you set up in Lionbridge Freeway.
Username	The Lionbridge Zendesk username for accessing the Lionbridge Content API, which enables you to use the Connector to send Drupal content items to Lionbridge for translation.
Password	The Lionbridge Zendesk password for accessing the Lionbridge Content API, which enables you to use the Connector to send Drupal content items to Lionbridge for translation.

9. Click **Connect**. The Connector sends the credentials (username and password) to the Lionbridge Content API. The Connector stores the returned token for future sessions.

**Notes:** The Connector does not save your username or password. You must click **Connect**, at least once, to generate the access token required to use the Connector.

10. Enter the following information in the bottom part of the page.

	DRUPAL-MachineTransate-fw-lionbridge 🔻
	Please select a Provider for your project.
	Allow provider overrides
	Transfer all files as zip
	Select to transfer all exported files for a job as a .zip file.
	▼ SCHEDULED TASKS
	Specify settings for scheduled tasks.
	Receive translated jobs automatically.
	Select to receive translated jobs automatically, by scheduled task. Clear to download translated jobs manuall
	EMOTE LANGUAGES MAPPINGS re you can specify mappings of your local language codes to the translator language codes.
le	
le	re you can specify mappings of your local language codes to the translator language codes. glish (en)
Her E <b>n</b> g	re you can specify mappings of your local language codes to the translator language codes. glish (en) 1
Her Eng er	re you can specify mappings of your local language codes to the translator language codes. glish (en) man (de)
Her E <b>n</b> g	re you can specify mappings of your local language codes to the translator language codes. glish (en) man (de)
Her Eng Ge de	re you can specify mappings of your local language codes to the translator language codes. glish (en) 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
er Ge	re you can specify mappings of your local language codes to the translator language codes. glish (en) rman (de) e nch (fr)

Field	Description
Provider configuration	Optional. Select a default translation provider configuration. This translation provider will be displayed by default when users send content out for translation.

Field	Description
Allow provider overrides	<ul> <li>Optional. This option determines whether users can change the translation provider when submitting jobs.</li> <li>Select this check box to enable users to change the translation provider when submitting jobs.</li> <li>Clear this check box to prevent users from changing the translation provider when submitting jobs. This is the default value.</li> </ul>
Transfer all files as zip	Optional. Select this check box to instruct the Connector to deliver all files for translation in a single . $zip$ file.
Scheduled Tasks	5
Receive translated jobs automatically	Optional. In the sub-section, select the check box. This instructs the Connector to deliver all translated content automatically, as soon as it is ready.

11. Optional. In the **Remote Languages Mappings** section, you can update the default mapping between each language in Drupal TMGMT and the corresponding Lionbridge Freeway language code.

Each text box in this section has a label with the language name and code of each language set up in the Drupal TMGMT Languages page. (To open this page, select Configuration > Regional and language > Languages from the menu.)

12. Click **Save**.

2 Getting Started with the Lionbridge Connector for 2.2 Enabling Multilingual Support for Content Types Drupal TMGMT on your Site

The **Providers** page reopens, displaying the provider you just created.

Job Items	Jobs	Sources	Cart	Providers	Settings	
ome » Administ	ration » Tran	slation				
+ Add provider						
						Show row weig
LABEL					PROVIDER	OPERATIONS
🕂 Drupal use	r				Drupal user	Edit 💌
🕂 File exchan	ige				File exchange	Edit -
	Content API	Connector			LIONBRID	GE Edit -

If you want to add another provider to support different Content API credentials or different provider configurations, repeat the steps above.

## 2.2 Enabling Multilingual Support for Content Types on your Site

Before you can send content directly from Drupal TMGMT to Lionbridge, you must enable multilingual support on your Drupal website for each content type that you want to be able to send to Lionbridge for translation.

By default, the Connector supports sending out the following default *content types* for translation:

- article
- basic page
- translatable node

You can configure other, custom content types for translation.

Note: Lionbridge does not guarantee that other, custom content types are supported.

2 Getting Started with the Lionbridge Connector for 2.2 Enabling Multilingual Support for Content Types Drupal TMGMT on your Site

#### To enable multilingual support on your site:

- 1. In Drupal, select **Structure > Content types** from the menu.
- 2. Either click Add content type to add a new content type, or in the Operations column, click Edit to edit an existing content type.
- 3. At the bottom left, click the Language settings tab.

The page updates.

Edit	Manage fields	Manage form display	Manage display	
me » Adı	ministration » Structur	e » Content types		
me *				
asic page	1	Machine name: page		
e human-	readable name of this	content type. This text will be	displayed as part of the li	st on the Add content page. This name must be unique.
scription	1			
se <em></em>	basic pages fo	or your static content, such as	s an 'About us' page.	
is text wi	I be displayed on the 4	dd new content page		
is text wi	I be displayed on the A	dd new content page.		
	I be displayed on the A			
		Default language	iquage (English)	•
Submiss Title	ion form settings	Default language Site's default lan		on the languages list page.
Submiss Title Publishi	ion form settings	Default language Site's default lan Explanation of the la	anguage options is found	on the languages list page.
Submiss Title Publishin Not publ	ion form settings	Default language Site's default lan Explanation of the li	anguage options is found selector on create and e	on the languages list page.
Submiss Title Publishi	ion form settings	Default language Site's default lan Explanation of the la	anguage options is found selector on create and e	on the languages list page.
Submiss Title Publishin Not publ revision	ion form settings ng options ished, Create new	Default language Site's default lan Explanation of the li	anguage options is found selector on create and e	on the languages list page.
Submiss Title Publishin Not publ revision	ion form settings	Default language Site's default lan Explanation of the la Show language Enable translation	anguage options is found selector on create and e	on the languages list page.
Submiss Title Publishin Not publ revision Language	ion form settings ing options ished, Create new e settings ault language (English	Default language Site's default lan Explanation of the la Show language Enable translation	anguage options is found selector on create and e	on the languages list page.
Submiss Title Publishin Not publ revision Language Site's defa	ion form settings ing options ished, Create new e settings ault language (English settings	Default language Site's default lan Explanation of the la Show language Enable translation	anguage options is found selector on create and e	on the languages list page.
Submiss Title Publishin Not publ revision Language Site's defa	ion form settings ing options ished, Create new e settings ault language (English	Default language Site's default lan Explanation of the la Show language Enable translation	anguage options is found selector on create and e	on the languages list page.
Submiss Title Publishin Not publ revision Language Site's defa	ion form settings ing options ished, Create new e settings ault language (English settings play post information	Default language Site's default lan Explanation of the la Show language Enable translation	anguage options is found selector on create and e	on the languages list page.

- 4. Select the **Enable translation** check box.
- 5. Click **Save content type**.

**Important:** Repeat steps 2-5 for each content type that you want to be able to send out for translation.

2 Getting Started with the Lionbridge Connector for Drupal 2.3 Enabling Multilingual Support for Individual TMGMT Fields

## 2.3 Enabling Multilingual Support for Individual Fields

Before you can send content directly from Drupal TMGMT to Lionbridge, you must enable multilingual support for each field in each content type that you want to be able to send to Lionbridge for translation.

**Note:** By default, enabling multilingual support for content types automatically enables multilingual support for all the fields of that content type.

By default, the Connector supports sending out all the fields in the following default *content types* for translation:

- article
- basic page
- translatable node

You can configure other, custom fields for translation.

Note: Lionbridge does not guarantee that other, custom fields are supported.

#### To enable multilingual support for a field:

1. In Drupal, select **Structure > Content types** from the menu.

The **Content types** page opens.

2. In the **Operations** column, click **Manage fields** for a content type, for example for Article.

2 Getting Started with the Lionbridge Connector for Drupal 2.3 Enabling Multilingual Support for Individual TMGMT Fields

The Manage fields page opens, listing all the fields in that content type.

The later	Read and Read and		and the state of	A second s	Devel	
Edit	Manage fields	Manage for	m display	Manage display	Devel	
me » Admini	stration » Structure	e » Content type	es » Article			
+ Add field						
Add field						
ABEL	MACHIN	E NAME	FIELD	ТҮРЕ		OPERATIONS
Body	body		Text (f	formatted, long, with su	ummary)	Edit -
	comment	t	Comm	ents		Edit •
Comments						
Comments mage	field_ima	ge	Image			Edit -

3. In the **Operations** column, click **Edit** for the field to configure, for example for Body.

The page for the field settings opens.

	Settings for A	rticle 🏠
Edit	Field settings	
Home » Ac	dministration » Structu	re » Content types » Article » Manage fields
abel *		
Body		
Help text		
		below this field on the editing form.
	TML tags: <a> <b> <b supports tokens.</b </b></a>	g> < code> < del> < em>  < ins> < pre> <q> &lt; small&gt; &lt; span&gt; &lt; strong&gt; &lt; sub&gt; &lt; sup&gt; <tt> &lt; ol&gt; <ul> <li>  &lt; br&gt; &lt; img&gt; &lt; ins&gt; &lt; pre&gt; &lt; ins&gt; <ins> &lt; ins&gt; <ins> <ins< td=""></ins<></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></ins></li></ul></tt></q>
	from translations	
Require	d field	
	a neia	
Users m	nay translate this field	
Users m	nay translate this field	Lused when creating new content.
Users m	nay translate this field	d, used when creating new content.
Users m DEFAULT The def Body (F	nay translate this field I <b>VALUE</b> Ifault value for this fiel <b>Edit summary)</b>	d, used when creating new content.
Users m DEFAULT The def Body (F	nay translate this field I <b>VALUE</b> Ifault value for this fiel <b>Edit summary)</b>	-
Users m DEFAULT The def Body (F	nay translate this field I <b>VALUE</b> Ifault value for this fiel <b>Edit summary)</b>	-
Users m DEFAULT The def Body (F	nay translate this field I <b>VALUE</b> Ifault value for this fiel <b>Edit summary)</b>	-
Users m DEFAULT The def Body (F	nay translate this field I <b>VALUE</b> Ifault value for this fiel <b>Edit summary)</b>	-
Users m DEFAULT The def Body (F	nay translate this field I <b>VALUE</b> Ifault value for this fiel <b>Edit summary)</b>	99 🖾   Format 🕞 🙆 Source
Users m DEFAULT The del Body (f	nay translate this field I <b>VALUE</b> Ifault value for this fiel <b>Edit summary)</b>	-
Users m DEFAULT The del Body (f	nay translate this field <b>I VALUE</b> fault value for this fiel <b>Edit summary)</b> <i>I</i>   ∞ ∞   :≣ 1≣	>>     E       Format <ul> <li>Image: Source</li> <l< td=""></l<></ul>
Users m DEFAULT The def Body (f B Text	nay translate this field <b>TVALUE</b> fault value for this fiel <b>Edit summary)</b> <i>I</i>   ∞ ≪   := 1= format Basic HTML ury input	>>       Format <ul> <li>Source</li> <li>About text formats</li> <li>About text formats</li> <li>Image: Source</li> <li>Image: Source</li></ul>
Users m DEFAULT The def Body (f B Text	nay translate this field <b>TVALUE</b> fault value for this fiel <b>Edit summary)</b> <i>I</i>   ∞ ≪   := 1= format Basic HTML ury input	>>     E       Format <ul> <li>Image: Source</li> <l< td=""></l<></ul>

- 4. Select the Users may translate this field check box.
- 5. Click Save settings.

**Important:** Repeat the previous steps for each field in each content type that you want to be able to send out for translation.

#### 2.4 The Lionbridge Connector for Drupal TMGMT at a Glance

The Connector uses the Drupal TMGMT module's user interface for managing your translations with Lionbridge. You use the following pages to view manage your

Page	How to Open	What It Displays	What You Can Do Here
Content page	Click the <b>Content</b> menu.	all content items, including those without an assigned language	view a list of items
Content overview page / Sources tab	Select <b>Translation</b> Sources from the menu.	all items with an assigned language, both submitted and non submitted	view a list of items that have languages assigned
Job overview page / Jobs tab	Select <b>Translation</b> > <b>Jobs</b> from the menu.	all submitted jobs, including jobs that have finished	abort jobs, delete jobs, accept translations, open the Job page
<b>Translation</b> page/ <b>Cart</b> tab	Select <b>Translation &gt; Cart</b> from the menu.	all items that were added to the cart	select the target languages for a job and request translation, which opens the Job overview page
Job overview page (no displayed page name)	Click Request translation or Request translations in the following pages: Translations of page for an item Content overview page / Sources tab	a list of all items in a job, including word count, and fields for specifying the job settings	specify the job settings for the translation job for the specified target language

#### translations:

2.4 The Lionbridge Connector for Drupal TMGMT at a Glance

Page	How to Open	What It Displays	What You Can Do Here
Review Translation page (no displayed page name)	In the Job page, when the job is in Translated state, click Review.	source and target (translated) content	compare and update source content and its translation
View Translation page (no displayed page name)	In the Job page, when the job is in Accepted state, click <b>View</b> .	source and target (translated) content	compare source content and its translation

#### Screen captures of pages

#### Content page

Content 7	2						
Content	Comments	Files					
Home » Adminis	stration						
+ Add conten							
Title		Cont	ent type	Published status	Language		
		- A	ny – 🛛 🔻	- Any -	Japanese		•
Filter	Reset						
Action							
Delete conten	t	•					
Apply to se	lected items						
TITLE	C	ONTENT TYPE	E AUTHO	R STATUS	UPDATED	-	OPERATIONS
Xx xxxx	xxxx Ba	isic page	admin	Published	10/27/2017 -	- 20:45	Edit -
Apply to se	lected items						

#### Content overview page / Sources tab

me	» Administration » Translation » Translation	Sources					
	se source tent v Source Langu - Any - v		Target lang ▼ - Any -				
	Search	Cancel					
OP	ERATIONS						
	REATIONS Request translation Add to cart						
	Request translation Add to cart						
		CONTENT TYPE	ENGLISH	GERMAN	FRENCH	ITALIAN	JAPANESE
	Request translation Add to cart		ENGLISH	GERMAN	FRENCH	ITALIAN ×	JAPANESE ×
	Request translation     Add to cart       TITLE (IN SOURCE LANGUAGE)	CONTENT TYPE					-
	Request translation       Add to cart         TITLE (IN SOURCE LANGUAGE)       Nick test 11–14	CONTENT TYPE Article	÷	×I	×	×	×
	Request translation       Add to cart         TITLE (IN SOURCE LANGUAGE)       Nick test 11-14         unpublished test       Nick test	CONTENT TYPE Article Article	<b>↑</b>	× I × ▲	× 🔺 × 🔺	×	×

#### Job overview page / Jobs tab

Job Items	Jobs	Sources	Cart	Providers	Settings				
ome » Administr	ation » Trar	Islation							
ate	Source l	anguage		Tar	get language			Provider	
Open jobs -	<ul> <li>Any -</li> </ul>	-		▼ Ge	rman			- Any -	•
Apply									
LABEL		FROM	то	PROVIDER	PROGRESS	WORDS	TAGS	CHANGED +	OPERATIONS
unpublished	l test	Englis	h German	Lionbridge Pseudo (nick)	2	4	2	Tue, 11/21/2017 - 19:48	Manage 👻
Nick test 11	-14	Englis	h German	Lionbridge Pseudo (nick)	2	10	2	Tue, 11/14/2017 - 15:48	Manage 🔻
My second t more	est page an	d 1 Englis	h German	Lionbridge Pseudo (nick)	) 4	26	4	Thu, 11/02/2017 - 18:22	Manage -
DRUPAL TRA SOFTWARE &		Englis	h German	(Undefined)	Unprocessed	179	71	Fri, 10/27/2017 - 20:03	Submit 💌
DRUPAL TRA	ANSLATION	Englis	h German	Lionbridge Pseudo (nick)	2	153	67	Fri, 10/27/2017 - 13:37	Manage 💌

#### Translation page / Cart tab

Car	t 🕁						
Jo	b Items	Jobs	Sources	Cart	Providers	Settings	
Home	» Administr	ation » Trans	ilation				
۲	TYPE				CONTE	NT	LANGUAGE
*	Content (Article)			unpubl	ished test	English	
*	<ul> <li>Content (Basic page)</li> </ul>			My sec	ond test page	English	
	Content (B	asic page)			My test	t page	English
The	e the translat	uage is deter	nguage you selec		language. If you v sed as the source		 select one after ticking this checkbox. In such
Engl Gerr Fren Italia	nan ch 1n <del>-</del>	language wil	l be the same as	the target la	nguage the item w	vill be ignored.	
	Request tra	Instation	Remove s	<u>elected</u>	Empty cart		

Job overview page (no displayed page name)

ne » Administration » Translation » J							
One job needs to be checked out	t.						
el							
			]				
can provide a label for this job in ord	er to identify it easily l	ater on. Or leave it e	empty to use the defai	ilt one.			
rce language Target la	nguage *	Total words	Total HTML to	igs			
German	•	16	4				
CONFIGURE PROVIDER				▼ JOB ITEMS			
Provider *				LABEL	ТҮРЕ		WORD
Lionbridge Content API Connector The configured provider that will proc				Basic Page 4	Content (Basic page)		8
LIONBRIDGE	2			Basic Page 5	Content (Basic page)		8
▼ CHECKOUT SETTINGS							
▼ CHECKOUT SETTINGS							
▼ EXPORT SETTINGS							
Export to							
XLIFF							
Select the format for exporting dat	a.						
▼ CONTENT API JOB DETAILS							
PO Reference							
Please enter your PO Reference							
Description							
Please enter a description for th	he iob		12				
Expected Due Date	ie job.						
26/03/2019							
Please enter the expected due of	date.						
Task							
Translation 🔻							
Please select a task for your pro	oject.						
Provider configuration *							
lionbridge-test-restapi-pr	oducer 🔻						
Please select a Provider for your							
Quote							
Check to receive a quote before	translation starts. Out	ote has to be approv	ved in order				
to start the translation							
					State	e: 🛛 🗙 In progress	🔺 Needs r

#### Job page (no displayed page name)

	ranslation » Job overview					
bel						
u can provide a label for	this job in order to identify i	it easily later on. Or le	eave it empty to u	e the default one.		
ource language	Target language	Provider		Total words	Total	HTML tags
nglish	French	Lionbridge Ps	eudo (nick)	4	2	
ue, 11/21/2017 - 19:49						
V JOB ITEMS						
	ТҮРЕ	PROGRESS	WORDS TA	GS CHANGED		OPERATIONS
V JOB ITEMS		PROGRESS 2	WORDS TA 4	CHANGED 2 Tue, 11/21/2017	- 20:39	OPERATIONS Review V

#### Review Translation page (no displayed page name)

State	Job	Provider		
Needs review	unpublished test	Lionbridge Pseudo (nick)		
TITLE				
_	Source		Translation	
	unpublished test	li li		1
BODY				
Text	Source		Translation	
	BICORT	99 🖬   Format 👻	B I   ∞ ∞   :≡ :≡   ?? ⊑   Format -	-
	O Source		Source	
	test test			
		About text formats 🕜	About text formats 🔞	
Save as cor	npleted Save	Validate	State: 🎽 Pending 🔺 Translated 🖌 Reviewed	✓ Accepted

Source My test page	Source type Content (Basic page)	Source language English	<b>Target language</b> Japanese	<b>Last change</b> Tue, 11/21/2017 - 21:05	State Accepted	
<b>Job</b> My test page	<b>Provider</b> Lionbridge Pseudo (nick)					
TITLE						
	Source		Translation			
~	My test page		Xx xxxx xxx	x	li.	
BODY						
Text	Source		Translation			
~	B I   @ @   *= 1=   99	🖾   Format 🕞   🖻 Source	BIG	eg   := :=   99 ⊑   Format	Source	
	This is my test page, to test my tran	Islations.	XXXXX XX XX XX	סמי אססמי, אמי אסטמי אמי אסטמססססססמי.		
		About text for	mats 🕜	AI	bout text formats	
				State: 🗶 Pending 🔺 Tr	anslated 🖌 Reviewed	✓ Accepted

#### View Translation page (no displayed page name)

#### Important concepts in Drupal TMGMT

Request translation	Opens the Job overview page, where you group items into a translation job and add job parameters.
Submit to provider	Drupal TMGMT creates a job to translate specified items into specified target language and sends it to a provider (the Connector).
Add to cart	Adds selected items to the Cart.

#### 2.5 Drupal TMGMT Icon Legend

Drupal TMGMT uses icons to indicate the translation state/status of source- and targetlanguage items.

## Source state/status icons in Drupal TMGMT

The following icons indicate the translation state/status of source-language items.

lcon	Description
A	Indicates the source language of an item.
×	Source item has not been translated.
~	Source item has been translated.
0	The translation of the source item is outdated, because the source item was updated after it was translated.

## Target state/status icons in Drupal TMGMT

The following icons indicate the translation state/status of target-language items.

lcon	Description
<b></b>	Translation has not been processed.
I	Translation is in progress, or pending.
<b></b>	Translation is ready for review.
~	Translation has been reviewed.
~	Translation has been auto-accepted.

## 2.6 Pre-Production Testing

After you complete the configuration, your Lionbridge Connector for Drupal TMGMT installation is ready for testing.

Once you have installed TMGMT and configured the Connector, we recommend contacting Lionbridge Connector Support to obtain the endpoint and credentials for testing. For details, see "How to Contact Lionbridge Connector Support" on page 8.

The testing environment enables you to test translations either using machine translation (MT) or by automatically replacing every character in submitted content with the letter  $\times$  (pseudo-translation). This enables you to test that the Connector is communicating correctly between Drupal TMGMT and Lionbridge, and it ensures that all the content you want translated is correctly extracted and handled by Lionbridge services. You set up this environment as a separate provider.

## To add the testing environment as a provider in Drupal TMGMT:

1. In Drupal, select **Translation > Providers** from the menu.

The **Providers** page opens.

2. Click Add provider.

The Add Provider page opens.

Home » Administration » Translation » Providers	
Label *	
The label of the provider.	
Description	
The description of the provider.	
	oon as they are returned by the translation provider.
Auto accept finished translations This skips the reviewing process and automatically accepts all translations as s	oon as they are returned by the translation provider.
The description of the provider.  Auto accept finished translations This skips the reviewing process and automatically accepts all translations as s Provider plugin * Lionbridge Content API Connector	oon as they are returned by the translation provider.

3. Enter the following information:

Note: An asterisk (\*) indicates a required field.

Field	Description
Label	Your name for the Lionbridge Connector in Drupal TMGMT. This is what is displayed to users who select a translation provider ("provider") when sending out content for translation.
Description	Your description of the provider, for example: Test Environment.

Field	Description
Auto accept finished translations	<ul> <li>Indicates whether to automatically accept all completed translations.</li> <li>To automatically accept all translations without reviewing them first, select this check box.</li> <li>To review translations before accepting them, clear this check box.</li> </ul>

4. In the Provider plugin dropdown list, select Lionbridge Content API Connector. This is the Drupal TMGMT plug-in for Lionbridge translation services.

5. In the Lionbridge Content API Connector Plugin Settings section, enter the following information:

	IBRIDGE CONTENT API CONNECTOR PLUGIN SETTINGS
xpor	
) XLIF	
	he format for exporting data.
	F CDATA ect to use CDATA for import/export.
Exte	ended XLIFF processing
Sele	ect to further process content semantics and mask HTML tags instead of just escaping them.
A	By selecting CDATA option, XLIFF processing will be ignored.
allo	w export-format overrides
0 Use	one export file for all items in job
Sele	ect to export all items to one file. Clear to export items to multiple files.
ownl	oad method
Pub	lic local files served by the webserver.
hoose	where to store exported files. Recommendation: Use a secure location to prevent unauthorized access.
PO	IONBRIDGE CONTENT API SETTINGS Number
	er your Lionbridge purchase order number.
Use	ername *
ac	lmin
Ent	er your Lionbridge username.
Pas	sword *
	····
	er your Lionbridge password.
Ent	

Field	Description
Exportto	Your content is always exported in XLIFF format, which is the standard XML-based format for exchanging localizable data between applications.
XLIFF CDATA	Select this check box to wrap the content in CData tags. This prevents the Connector from escaping special characters, and avoids the scenario of double-escaped characters. Note: If you select this check box, the Connector ignores the Extended XLIFF processing setting, described next.
Extended XLIFF processing	<ul> <li>Select this check box to further process content semantics and mask HTML tags instead of escaping them:</li> <li>The Connector wraps the text in CDATA tags.</li> <li>The Connector converts entity references for special characters, such as &lt;, &gt;, &amp;, ', and ".</li> <li>The Connector wraps other HTML elements, such as <img/> tags, in <bpt> xliff tags, outside CDATA).</bpt></li> <li>Note: The Connector ignores this setting if the XLIFF CDATA check box, described above, is selected.</li> </ul>
Allow export-format overrides	Select this check box to enable users to override the export-format settings when sending out content items for translation.
Use one export file for all items in job	Select this check box to export all content items to one file. Clear this check box to export content items to multiple files.

Field	Description
Download method	You can choose where to store exported files. Depending on your Drupal configuration, additional download methods and locations may be displayed in addition to <b>Public local</b> <b>files served by the webserver</b> . <b>Recommendation:</b> Use a secure location to prevent unauthorized access.

### Lionbridge Content API Settings

To obtain Freeway-test-environment credentials for the Lionbridge Content API, create a Zendesk account at <u>https://connectors.zendesk.com</u> and create a support ticket. The Lionbridge Connector Support team will provision an account for you. For detailed instructions, see "How to Contact Lionbridge Connector Support" on page 8.

PONumber	Optional. Enter a valid purchase order number that you set up in Lionbridge Freeway.
Username	The username for accessing the Lionbridge Content API, which enables you to use the Connector to send Drupal content items to Lionbridge for translation.
Password	The password for accessing the Lionbridge Content API, which enables you to use the Connector to send Drupal content items to Lionbridge for translation.

6. Click **Connect**. The Connector sends the credentials (username and password) to the Lionbridge Content API. The Connector stores the returned token for future sessions.

**Notes:** The Connector does not save your username or password. You must click **Connect**, at least once, to generate the access token required to use the Connector.

7. Enter the following information in the bottom part of the page.

	Provider configuration * DRUPAL-MachineTransate-fw-lionbridge
	Please select a Provider for your project.
	Allow provider overrides
	Transfer all files as zip
	Select to transfer all exported files for a job as a .zip file.
	▼ SCHEDULED TASKS
	Specify settings for scheduled tasks.
	Receive translated jobs automatically. Select to receive translated jobs automatically, by scheduled task. Clear to download translated jobs manually
	REMOTE LANGUAGES MAPPINGS re you can specify mappings of your local language codes to the translator language codes.
	glish (en)
er	
-	
	rman (de)
	à
Ge de	
de	ench (fr)
de	

Field Description				
Transfer all files as zip	Optional. Select this check box to instruct the Connector to deliver all files for translation in a single . $zip$ file.			
Scheduled Tasks				
Receive translated jobs automatically	Optional. In the sub-section, select the check box. This instructs the Connector to deliver all translated content automatically, as soon as it is ready.			

8. Optional. In the **Remote Languages Mappings** section, you can update the default mapping between each language in Drupal TMGMT and the corresponding Lionbridge Freeway language code.

Each text box in this section has a label with the language name and code of each language set up in the Drupal TMGMT Languages page. (To open this page, select Configuration > Regional and language > Languages from the menu.)

9. Click Save.

The **Providers** page opens, displaying the provider you just created.

Providers ਵ	2						
Job Items	Jobs	Sources	Cart	Providers	Settings		
Home » Administra	ation » Trans	slation					
+ Add provider							
							Show row weights
LABEL					PROVIDER	OPERATIONS	
🕀 Drupal user					Drupal user	Edit -	
🕂 File exchang	e				File exchange	Edit •	
🕂 Lionbridge (	Content API (	Connector			LIONBRIDO	E Edit -	
Save							

10. If you want to add another provider to test different Content API credentials or different provider configurations, repeat the steps above.

We recommend sending only a few pages for translation in one language as an initial test. For detailed instructions, see "Sending Content to Lionbridge" on page 45. Once successful, you can send as many languages as required.

If you have any concerns or questions, please contact Lionbridge Connector Support. For details, see "How to Contact Lionbridge Connector Support" on page 8.

# 3 Sending Content to Lionbridge

Before you start sending content to Lionbridge for translation, make sure you have completed the following tasks:

- Lionbridge has been added as a provider in Drupal TMGMT. For detailed instructions, see "Adding Lionbridge as a Provider in Drupal TMGMT" on page 16.
- All relevant content types are configured for translation. For detailed instructions, see "Enabling Multilingual Support for Content Types on your Site" on page 24.
- All relevant *fields* are configured for translation. For detailed instructions, see "Enabling Multilingual Support for Individual Fields" on page 26.
- You have specified the language of the content to translate. You can do this while creating the content or afterward. For detailed instructions, see "Specifying a Language for Content" on page 46.

## Which content?

When you send out content for translation, you send out one or more *items* of the following default *content types* for translation:

- article
- basic page
- translatable node

Note: Lionbridge does not guarantee that other, custom content types are supported.

You can send out both published and unpublished items for translation.

## How to send?

There are different ways to approach sending out content for translation:

- You can send out one item or multiple items for translation.
- You can send out items for translation into one target language or into multiple target languages.
- You can send items either directly to Lionbridge or send them first to the Cart.

# When you send out content for translation from Drupal TMGMT to Lionbridge, you complete the following general steps:

1. Optional. Send content to the Cart.

**Important:** The Cart facilitates collecting multiple items and grouping them for translation into jobs. This optimizes the translation process, and it is the recommended method for translating multiple items efficiently.

- 2. Submit content to the Connector.
  - For instructions on submitting items directly to the Connector, see "Submitting Content Directly to the Connector" on page 50.
  - For instructions on using the Cart to collect items before submitting them to the Connector, see "Submitting Content to the Connector via the Cart" on page 61.

When you submit items to the Connector, Drupal TMGMT automatically creates a separate translation job for each target language. For example, if you want to translate an item into three different languages, Drupal TMGMT will create three separate translation jobs.

3. Optional. If you request a quote for the translation job, you must log into Lionbridge Freeway to authorize the quote and start the translation process.

**Recommendation:** Do not explicitly use Drupal TMGMT's built-in **Save Job** functionality, because it adds additional steps without adding any value when using the Lionbridge Connector. Instead, use the Cart to group multiple items together before sending them out for translation. Drupal TMGMT automatically creates a job for each group of items that it sends together for translation into the same target language.

**Best practice:** Optimize sending out content for translation. For large sites, do not send out translation by individual item. Instead, add items to the Cart and then send out multiple items for translation as a single job.

## 3.1 Specifying a Language for Content

You must specify a language for content before you submit to Lionbridge, because Lionbridge must know the source and target languages for all translation jobs. The language you specify is the *source* language for the translation job. The translators translate this content into the *target* languages.

- You can specify a language for an individual item:
  - while creating the item, as described in "Specifying a Language while Adding an Item" on page 47.
  - after creating the item, by editing it, as described in "Specifying a Language while Editing an Item" on page 48.

• You can specify the language for multiple items in the Cart, when you submit them to the Connector, by selecting the **Enforce source language** check box. For detailed instructions, see "Submitting Items in the Cart to the Connector" on page 66.

**Important:** To specify a language for content, your site must be set up for multiple languages. If you cannot specify a language, contact your Drupal administrator.

## 3.1.1 Specifying a Language while Adding an Item

You can specify a language while adding an item to your site.

### To specify a language while adding an item:

1. Select **Content > Add content** from the menu to create a new item.

The Add Content page opens.

Add content 😭
Home
S Article
Use articles for time-sensitive content like news, press releases or blog posts.
🔊 Basic page
Use basic pages for your static content, such as an 'About us' page.
Translatable node
Content type for translatable content.

2. Click the link for the content type to create. For example, click the **Basic page** link.

The **Create** *<content type>* page opens. For example, the **Create Basic page** page opens.

iome » Add content	
anguage	Last saved: Not saved yet Author: admin Revision log message
English English German French Italian	j.
Izalan Japanese - Not specified - - Not applicable -	Briefly describe the changes you have made.  MENU SETTINGS URL PATH SETTINGS
	AUTHORING INFORMATION PROMOTION OPTIONS
Text format Basic HTML V About text formats @	

- 3. In the Language dropdown list, select the language of the content.
- 4. Create your content and click **Save**.

## 3.1.2 Specifying a Language while Editing an Item

You can specify a language while editing an item.

#### To specify a language while editing an item:

1. Do one of the following:

Click the Content menu to open the Content page, and then in the Operations column, click Edit for the item to edit. If necessary, you can filter the list of content items by title, content type, published status, and language, and then click Filter.

С	ontent s	☆							
	Content	Files	Media						
	Overview	Modera	ated content						
Hor	me » Admini	stration							
•	Add conten	t							
Tit	le			Content type	Published status				
				- Any -	▼ - Any - ▼	- Any -	•		
	Filter								
	t <b>ion</b> elete conter		_						
			•						
	Apply to se	elected item	5						
	TITLE				CONTENT TYPE	AUTHOR	STATUS	UPDATED	OPERATIONS
	First no	de			Translatable node	Anonymous (not verified)	Published	03/05/2019 - 09:32	Edit •
$\sim$	-		$\sim$	m			and a	man	minim
$\sim$	The um	ami guide to	our favorite i	mushrooms	Artikre	Umami	Published	03707/2019 - 09:31	Edit •
	The real	l deal for sup	ermarket sav	vy shopping	Article	Megan Collins	Published	03/05/2019 - 09:31	Edit •
	Give it a	go and grow	/ your own he	erbs	Article	Holly Foat	Published	03/05/2019 - 09:31	Edit -
	Apply to se	elected item	s						

In the location for the item, click the **Edit** tab.



The Edit <content type> page opens. For example, the Edit Translatable node page opens.

View Edit	Delete	Translate			
me » First node					
nguage nglish nglish	ary)				Published <i>Last saved: 03/05/2019 - 09:32</i> Author:
ierman	<u>T</u> <sub>x</sub>   •• ••	:= :=   ?? 🖬 🎞	Format - 🗐 🗃 Sou	rce	Create new revision
rench Not specified –	lated with TM	GMT. Use the "translate	" Tab and choose "Request Tr	anslation" to get started.	► MENU SETTINGS
Not applicable -					► URL ALIAS
					► AUTHORING INFORMATION
					► PROMOTION OPTIONS
Fext format Full H	ΓML 🔻			About text formats 🔞	

- 2. In the Language dropdown list, select the language of the content.
- 3. Click the appropriate **Save** button, depending on whether the item is published or unpublished.

## 3.2 Submitting Content Directly to the Connector

You can submit content from Drupal TMGMT directly to the Connector. This creates one job for each target language. If you request a quote for the translation job, you must log into Lionbridge Freeway to authorize the quote and start the translation process.

# When you submit content directly to the Connector, you complete the following general steps:

1. You submit one or multiple items to a *provider* (Drupal TMGMT's term for the Connector, or a connector to another translation provider). This creates one translation job for each target language. For detailed instructions, see:

- "Submitting One Item Directly to the Connector" on page 51
- "Submitting Multiple Items Directly to the Connector" on page 56
- 2. If you request a quote for the translation job, you must log into Lionbridge Freeway to authorize the quote and start the translation process.

## 3.2.1 Submitting One Item Directly to the Connector

You can submit one item directly to the Connector. Drupal TMGMT creates a separate translation job for each target language. If you request a quote for the translation job, you must log into Lionbridge Freeway to authorize the quote and start the translation process.

## To submit one item immediately to the Connector:

1. In the location for the item, click the **Translate** tab.



## The Translations of page opens.

Vi	ew Edit Delete	Translate			
me	» Article				
• 0	PERATIONS				
1					
$\left( \right)$	Request translation Ad	id to cart There are 0 items in the	ne translation cart.		
	Request translation Ad	Id to cart There are 0 items in the Translation	ne translation cart.	PENDING TRANSLATIONS	OPERATION
<ul> <li>Image: Construction</li> </ul>				PENDING TRANSLATIONS Source	OPERATION

This page displays all the languages set up for your site.

In the example above, the source language of the content is English. The German language is also set up for your site.

2. Select the check boxes for the languages into which you want to translate the item.

Tip: To select all available languages, select the check box in the column header.

Note: Do not click the add link for a language, because this opens the Create *<content type>*page, where you can enter the translation manually, instead of sending out the content for translation.

3. Click **Request translation**.

The **Checkout** page opens. A message at the top states that you must check out the jobs. You must check out one job for each target language you selected earlier, because Drupal TMGMT creates a separate job for each target language.

Article (English to Germ	an, Unprocessed) ☆							
Home » Administration » Translation » J	ob overview							
✓ One job needs to be checked out	L.							
Label								
ou can provide a label for this job in ord	er to identify it easily later on. Or leas	ve it empty to use the	default one	e.				
ource language Target lar	nguage * Total words	Total HT	ML tags					
nglish German		2						
▼ CONFIGURE PROVIDER					IS			
Provider * Lionbridge Content API Connecto	or 🔻			LABEL	TYPE			WORDS
The configured provider that will proce	ess the translation.			Article	Content (Article	)		5
LIONBRIDGE	E							
	-							
▼ CHECKOUT SETTINGS								
▼ EXPORT SETTINGS								
Export to								
XLIFF								
Select the format for exporting data	a.							
▼ CONTENT API JOB DETAILS								
00 B-6								
PO Reference								
Please enter your PO Reference								
Description								
		le la						
Please enter a description for th	e job.							
Expected Due Date								
22/03/2019								
Please enter the expected due d	late.							
Task Translation 🔻								
Please select a task for your pro	oject.							
Provider configuration *								
lionbridge-test-restapi-pro								
Please select a Provider for your	project.							
Quote								
Check to receive a quote before	translation starts. Quote has to be a	pproved in order						
to start the translation								
Submit to provider Save	job <u>Delete</u>					State:	In progress	Needs

4. Use this page to specify the job settings for the translation job for the specified target language.

Field	Description
Label	Optional. You can enter a name for the translation job. This is the name that is displayed in Drupal. If you leave this blank, the default job name is the name of the item. This becomes the order name in Freeway.
Source language	Read only. The source language of the content.
Target language	Select the target language for the job. You can select any of the target languages you specified earlier, in step 2.
Total words	Read only. The number of words in the item.
Total HTML tags	Read only. The number of HTML tags in the item.

- 5. Optional. Click **Load suggestions** to display the **Suggestions** section, where Drupal TMGMT lists any similar items that you can send out for translation.
- 6. In the **Configure Provider** section, in the **Provider** list, select the provider you added for Lionbridge in "Adding Lionbridge as a Provider in Drupal TMGMT" on page 16.

**Tip:** There may be multiple providers if your company has multiple Content API credentials or different provider configurations.

7. Optional. In the **Checkout Settings** section, specify the following information:

Field	Description
Export Setting	sub-section
XLIFF	Your content is always exported in XLIFF format, which is the standard XML-based format for exchanging localizable data between applications.
Content API Jo	bb Details sub-section

Field	Description
PO Reference	Optional. The purchase order number is delivered to your translation provider to facilitate payment.
Description	Your description for this translation job. This description will be delivered to Freeway.
Expected Due Date	The requested date for receiving the translation, in DD/MM/YYYY format. To enter a different date, either enter it in this field or click the arrow to select it. This date will be delivered to Freeway.
Task	By default, this is Translation, which sends out the job for translation.
Provider configuration	The translation-provider workflow configured by the Lionbridge Connector Team.
main section	
Quote	If you want to receive a quote before the translation process starts, select this check box. You must log into Lionbridge Freeway to authorize the quote before the translation process starts.

#### 8. Do one of the following:

- If you selected multiple target languages for this item in step 2, and this is not the last one to submit, then click **Submit to provider and continue**.
- If you selected one target language for this item in step 2, or if you selected multiple target languages but this is the last one to submit, then click **Submit to provider**.

Drupal TMGMT creates a job to translate this item into this target language.

9. If you clicked **Submit to provider and continue**, then this page reopens for the next target language to process. Repeat steps 4-8 for each target language.

A message at the top of the page states that the job has been submitted. If you selected the **Quote** check box, you must log into Lionbridge Freeway to authorize the quote and start the translation process. The message includes a link to download or view the file. However, downloading the file is optional, because the Connector already submitted it to Lionbridge Freeway.

~	Exported files can be downloaded here: Article
	This job was submitted for a quote. To submit your job for processing, you must log into your translation provider's system to approve this quote.

10. If you clicked **Submit to provider**, then the **Translations of** page re-opens, displaying a message at the top of the page that the job is being processed and you can download the files. If you selected the **Quote** check box, you must log into Freeway to authorize it before the translation process starts.

V	iew Edit Delete Transla	te			
ome	e » Article				
~	Exported files can be downloaded here: Article This job was submitted for a quote. To subm	nit your job for processing, you must	log into your translation provi	der's system to approve this quote.	
	OPERATIONS Request translation Add to cart	There are 0 items in the transl	ation cart.		
•		There are 0 items in the transl TRANSLATION	ation cart. STATUS	PENDING TRANSLATIONS	OPERATION
	Request translation Add to cart			PENDING TRANSLATIONS Source	OPERATION

You can now view the jobs you submitted on the **Job overview** page (**Jobs** tab). If you selected the **Quote** check box, you must log into Lionbridge Freeway to authorize the quote for each job before the translation process starts.

## 3.2.2 Submitting Multiple Items Directly to the Connector

You can submit multiple items directly to the Connector. Drupal TMGMT creates a separate translation job for each target language. If you request a quote for the

translation job, you must log into Lionbridge Freeway to authorize the quote and start the translation process.

### To submit multiple items immediately to the Connector:

1. Select **Translation > Sources** on the menu to open the **Content overview** page (**Sources** tab).

Job	biltems Jobs Sources Cart	Providers Settings			
	» Administration » Translation e source				
Conte itle	Source Language C	ontent type Target language - Any - • - Any - •	Search Cancel		
▼ Cł	HECKOUT		▼ OPERATIONS		
Sour	Irce language Target language	translation	OPERATIONS     Add to car		
Sour - C	rce language Target language				GERMAN
Sour	rrce language Target language Original - ▼ Select later - ▼ Request		Add to car	t	GERMAN X
Sour	Target language Original - • - Select later - • Request TITLE (IN SOURCE LANGUAGE)	CC	Add to car	t ENGLISH	
Sour	Target language Original - • - Select later - • Request TITLE (IN SOURCE LANGUAGE) Basic Page 3	CC Ba Ba	Add to car DNTENT TYPE slic page	t ENGLISH	×
	Target language Original - • - Select later - • Request TITLE (IN SOURCE LANGUAGE) Basic Page 2	CC Ba Ba Ba	Add to car DNTENT TYPE Isic page	ENGLISH A A	×

**Tip:** Items are displayed in this page only if they have a language assigned. If the item you want to translate is not displayed here, click the **Content** menu to open the **Content overview** page. Then click the **edit** link beside the item and assign a language. For detailed instructions, see "Specifying a Language while Editing an Item" on page 48.

In this example, there are two untranslated items.

- 2. Optional. Use the filter bar at the top of the page to locate the items to send to the Connector and then click **Search**.
- 3. Select the check boxes of the items to send for translation.
- 4. Click **Request translation**.

The **Checkout** page opens for the items you selected. If you selected multiple target languages, then only the first one is displayed. A message at the top states that you need to check out the jobs. The number of jobs you need to check out is the same as the number of target languages you selected earlier. Recall that Drupal TMGMT creates a separate job for each target language.

e » Administration » Translation » Job overview				
One job needs to be checked out.				
21				
can provide a label for this job in order to identify it easily later on. Or leave it en	npty to use the defaul	it one.		
rce language Target language * Total words	Total HTML tag	gs		
ish German 🔻 16	4			
CONFIGURE PROVIDER		▼ JOB ITEMS		
rovider *		LABEL	ТҮРЕ	WOR
Lionbridge Content API Connector 🔻		Basic Page 3	Content (Basic page)	
LIONBRIDGE		Basic Page 2	Content (Basic page)	
▼ CHECKOUT SETTINGS				
▼ EXPORT SETTINGS				
Export to				
XLIFF				
Select the format for exporting data.				
▼ CONTENT API JOB DETAILS				
PO Reference				
Please enter your PO Reference				
Description	_			
Please enter a description for the job.				
Expected Due Date				
25/03/2019				
Please enter the expected due date.				
Task Translation 🔻				
Please select a task for your project.				
Provider configuration *				
lionbridge-test-restapi-producer  Please select a Provider for your project.				
riease select a riovider for your project.				
Quote				
Check to receive a quote before translation starts. Quote has to be approve to start the translation	d in order			

5. Use this page to specify the job settings for the translation job for the specified target language.

Field	Description
Label	Optional. You can enter the job name. This is the name that is displayed in Drupal. If you leave this blank, the default job name starts with the name of the first item. This becomes the order name in Freeway.
Source Ianguage	Read only. The source language of the content.
Target Ianguage	Select the target language for the job. You can select any of the target languages set up for your site.
Total words	Read only. The number of words in the selected items.
Total HTML tags	Read only. The number of HTML tags in the selected items.

6. In the **Configure Provider** section, in the **Provider** list, select the provider you added for Lionbridge in "Adding Lionbridge as a Provider in Drupal TMGMT" on page 16.

**Tip:** There may be multiple providers if your company has multiple Content API credentials or different provider configurations.

7. Optional. In the **Checkout Settings** section, specify the following information:

Field	Description				
Export Setting	sub-section				
XLIFF	Your content is always exported in XLIFF format, which is the standard XML-based format for exchanging localizable data between applications.				
Content API Job Details sub-section					
PO Reference	Optional. The purchase order number is delivered to your translation provider to facilitate payment.				

Field	Description		
Description	Your description for this translation job. This description will be delivered to Freeway.		
Expected Due Date	The requested date for receiving the translation, in DD/MM/YYYY format. To enter a different date, either enter it in this field or click the arrow to select it. This date will be delivered to Freeway.		
Task	By default, this is Translation, which sends out the job for translation.		
Provider configuration	The translation-provider workflow configured by the Lionbridge Connector Team.		
main section			
Quote	If you want to receive a quote before the translation process starts, select this check box. You must log into Lionbridge Freeway to authorize the quote before the translation process starts.		

#### 8. Click Submit to provider.

Drupal TMGMT creates a job to translate these items into this target language.

The **Content overview** page reopens. A message at the top of the page states that the job has been submitted. If you selected the **Quote** check box, you must log into Lionbridge Freeway to authorize the quote and start the translation process. The message includes a link to download or view the files. However, downloading the files is optional, because the Connector already submitted the job to Lionbridge Freeway.

Job Items	Jobs	Sources	Cart	Providers	Settings				
ome » Admini	stration » Tra	nslation							
Basic Pag	e 3 and 1 mo			r job for processi	ng, you must log	into your translation provider's sy	ystem to approve this quote.		
hoose source									
Content itle		Source		Content type	Target languag	je	_		
		- Any	- •	- Any - 🔻	- Any - 🔻	Search Cancel			
▼ CHECKOU Source lange - Original	uage Targe - ▼ - Sel	t language lect later - ▼		- Any - 🔻	- Any - 🔻	▼ OPERAT	TIONS to cart		
Source lang - Original	uage Targe	t language lect later - ▼			- Any - 🔻	▼ OPERA	TIONS o cart ENGLISH	GERMAN	
Source lang - Original	uage Targe - ▼ - Sel	t language lect later - ▼			- Any - 🔻	▼ OPERAT	TIONS to cart	GERMAN X X	
Source lang – Original	uage Targe - • - Sel N SOURCE LA ge 3	t language lect later - ▼			- Any - 🔻	V OPERA Add t	TIONS o cart ENGLISH		
Source lang - Original TITLE (II Basic Pa	Targe - V - Sel N SOURCE LA ge 3 ge 2	t language lect later - ▼			- Any - 🔻	CONTENT TYPE Basic page	TIONS o cart ENGLISH	×I	
Source lang - Original TITLE (I Basic Pa Basic Pa	Targe - V - Sel N SOURCE LA ge 3 ge 2	t language lect later - ▼			- Any - 🔻	CONTENT TYPE Basic page Basic page	TIONS to cart ENCLISH ft ft ft ft ft ft ft ft ft ft		

9. If you want to submit these items for translation to another target language, repeat steps 3-8 for that language.

You can now view the job or jobs you submitted/checked out on the **Job overview** page (**Jobs** tab). If you selected the **Quote** check box, you must log into Lionbridge Freeway to authorize the quote for each job so that the Connector will send it out for translation.

## 3.3 Submitting Content to the Connector via the Cart

The *Cart* is a place to collect items for translation before sending them to the Connector, which automatically groups them into jobs.

Using the Cart has the following advantages:

- If the person with the authority to send content for translation from the Cart manages your organization's translation budget, it can help control translation costs and the translation process.
- You may not want to send out each item individually as soon as you finish reviewing it. The Cart facilitates your management of reviewed content, so that you do not forget about sending individual reviewed items for translation.
- Lionbridge prefers receiving fewer but larger batches of content to translate, rather than individual items, as this facilitates project preparation, resource assignment, and file analysis.
- If you want to translate many items into multiple languages, but you want to translate into only one target language at a time, this is a good way to manage that process.

If you or your colleagues have added items to the Cart, you must access it to submit the items to the Connector.

**Note:** If you do not send out items from the Cart to the Connector, then the Connector does not send out the translation jobs to Lionbridge.

# When you use the Cart to manage your translation process, you complete the following general steps:

- 1. You add items to the Cart, as described in:
  - "Adding One Item to the Cart" on page 62
  - "Adding Multiple Items to the Cart" on page 64

Optional. You can also remove items from the Cart, if you decide not to translate them. For detailed instructions, see "Removing Items from the Cart" on page 66.

- 2. You submit items from the Cart to the Connector, as described in "Submitting Items in the Cart to the Connector" on page 66. You can send out one, multiple, or all items from the Cart at one time. This step creates one job for each target language.
- 3. If you requested a quote for the translation job, you must log into Lionbridge Freeway to authorize the quote for each translation job and start the translation process.

## 3.3.1 Adding One Item to the Cart

You can add one item to the Cart, so that later you can submit it to the Connector. For an explanation of using the Cart to submit content to the Connector, see "Submitting

### Content to the Connector via the Cart" on page 61.

#### To add one item to the Cart:

1. In the location for the item, click the **Translate** tab.

Basi	c Pa	ge 4	
View	Edit	Delete	Translate
This is b	asic pa	ge 4.	

#### The **Translation of** page opens.

Trai	nslations of	Basic Pa	ge 4 ☆				
Vi	ew Edit	Delete	Translate				
• (	OPERATIONS      Request translation     Add to cart     There are 0 items in the translation cart.						
	LANGUAGE			TRANSLATION	STATUS	PENDING TRANSLATIONS	OPERATIONS
	English (Original	language)		Basic Page 4	Published	Source	Edit
	German			n/a	Not translated	None	Add

This page displays all the languages set up for your site.

In the example above, the source language of the content is English.German is also set up for your site, but there is no German language version.

2. Select the check boxes for the languages to translate, and click Add to cart.

A message at the top of the page states that the content source was added to the Cart.

Tra	nslations of	Basic Pa	<b>ige 4</b> ☆					
VI	iew Edit	Delete	Translate					
Home	iome » Basic Page 4							
~	✓ 1 content source was added into the cart.							
	OPERATIONS Request translat	ion A	Add to cart	There is 1 item in the transla	tion cart including the current in	iem.		
	LANGUAGE			TRANSLATION	STATUS	PENDING TRANSLATIONS	OPERATIONS	
	English (Original	language)		Basic Page 4	Published	Source	Edit	
	German			n/a	Not translated	None	Add	

You can click the **cart** link in the message to open the Cart and view the contents.

For detailed instructions on viewing and sending out items from the Cart, see "Submitting Items in the Cart to the Connector" on page 66.

## 3.3.2 Adding Multiple Items to the Cart

You can add multiple items to the Cart, so that later you can submit them to the Connector. For an explanation of using the Cart to submit content to the Connector, see "Submitting Content to the Connector via the Cart" on page 61.

## To add multiple items to the Cart:

1. Select **Translation > Sources** from the menu or click the **Sources** tab (if it is displayed) to open the **Content overview** page / **Sources** tab.

Lon	tent overview (Content Entity) 🟠						
Jo	b Items Jobs Sources Cart Pr	oviders Settings					
lome	» Administration » Translation						
C <b>hoos</b> Conte	se source						
Source Language     Content type     Target language       - Any - v     - Any - v     - Any - v   Search Cancel							
	Request translation Add to cart						
	TITLE (IN SOURCE LANGUAGE)	CONTENT TYPE	ENGLISH	GERMAN	FRENCH	ITALIAN	
		Content file	LITULDIT		TRENE T	TIALIAN	JAPANESE
	My second test page	Basic page	A	×I	×	X	JAPANESE
							-
	My second test page	Basic page	ń	×I	×	×	×

2. Select the check boxes for the items and click Add to cart.

A message box at the top of the page states that the selected items were added to the Cart.

For detailed instructions on viewing and sending out items from the Cart, see "Submitting Items in the Cart to the Connector" on page 66.

## 3.3.3 Removing Items from the Cart

If there are items in the Cart that you do not want to send out for translation, you can remove them from the Cart. This removes all jobs based on those items from the Cart.

tion » Translation sic page) sic page)		CONTENT Basic Page 4	LAN	IGUAGE	
sic page)		Basic Page 4			
sic page)			Eng	lish	
		Basic Page 5	Eng	lish	
The source language is determined from the item's source language. If you wish to enforce a different language you can select one after ticking this checkbox. In such case the translation of the language you selected will be used as the source for the translation job. Request translation into language/s English German					

### To remove some, but not all, items from the Cart:

- 1. If the Cart is not already open, select **Translation > Cart** from the menu to open it.
- 2. Select the check boxes for the items to remove from the Cart.
- 3. Click **Remove selected**.

A message at the top of the page confirms that the selected jobs were removed from the Cart.

#### To remove all items from the Cart:

- 1. If the Cart is not already open, select **Translation > Cart** from the menu to open it.
- 2. Click Empty cart.

A message at the top of the page confirms that all the jobs were removed from the Cart.

## 3.3.4 Submitting Items in the Cart to the Connector

After you add items to the Cart, you can submit them to the Connector. For instructions on adding items to the Cart, see "Adding One Item to the Cart" on page 62 and "Adding

#### Multiple Items to the Cart" on page 64.

**Tip:** The Cart tab displays the number of items in the Cart that have not yet been sent out for translation.

## To submit items that are in the Cart to the Connector:

1. If the Cart is not already open, then select **Translation > Cart** from the menu or click the **Cart** tab to open it.

Cart ☆								
Job Item	Jobs	Sources	Cart	Providers	Settings			
Home » Adm	Home » Administration » Translation							
✓ ТҮРЕ						CONTENT	LAN	NGUAGE
Conte	nt (Basic page)					Basic Page 4	Eng	glish
Conte	nt (Basic page)					Basic Page 5	Eng	glish
The source selected w Request tran English German	I be used as the <b>ilation into lang</b>	source for the tra <b>juage/s</b> ill be the same as	nslation job.	nguage the item v	vill be ignored.	different language you can select one after t	icking this checkbox.	. In such case the translation of the language you

#### The following information is displayed about items in your cart:

Column	Description
Туре	The content type of the item.
Content	The title of the item.
Language	The source language of the item.

2. Select the check boxes of items in your cart to send out for translation.

Tip: To select all the items in your cart, select the check box in the column heading.

3. Optional. Select the **Enforce source language** check box. This enables you to change the language specified for an item before sending it out for translation. It displays the **Source Language** dropdown list, where you can change the source language specified for an item.

Source language		
English	Ň	
English	4	
German		
French		
Italian		
Japanese		

**Best practice:** In general, you should specify the language while creating or editing the item, as described in "Specifying a Language for Content" on page 46. Therefore, selecting this check box should not be necessary.

- 4. In the **Request translation into language/s** list, select the target languages, into which to translate the content.
- 5. Click **Request translation**.

Cart 🏠							
Job Items	Jobs	Sources	Cart	Providers	Settings		
Home » Administ	ration » Tran	slation					
🗹 ТҮРЕ						CONTENT	LANGUAGE
Content (	Basic page)					Basic Page 4	English
Content (	Basic page)					Basic Page 5	English
Enforce source language The source language is determined from the item's source language. If you wish to enforce a different language you can select one after ticking this checkbox. In such case the translation of the language you selected will be used as the source for the translation job. Request translation into language/s English German If the item's source language will be the same as the target language the item will be ignored.							
If the item's sourc	e language wi	ll be the same as	the target la	nguage the item w	ill be ignored.		
Request tr	anslation	Remove s	elected item	Empty cart			

This creates one job for each specified target language. If there are multiple items in the cart, they are combined into a single job. For example, suppose there are two items (Item A and Item B) in the cart that you want to translated into three target languages (French, German, Polish). In this scenario, Drupal TMGMT creates three jobs, one for each language. Each job contains two items.

The **Job overview** page opens. A message at the top states that you need to check out the jobs. The number of jobs you need to check out is the same as the number of target languages you selected earlier. Recall that Drupal TMGMT creates a separate job for each target language.

Basic Page 4 and 1 more (English to German, Unprocessed) ${\rm k}$	7	
Home » Administration » Translation » Job overview		
✓ One job needs to be checked out.		
Label		
You can provide a label for this job in order to identify it easily later on. Or leave it empty to use the default Source language Target language * Total words Total HTML tag		
Source language         Target language *         Total words         Total HTML tag           English         German •         16         4	3	
Y CONFIGURE PROVIDER	V JOB ITEMS	
Provider *	LABEL TYPE	WORDS
Lionbridge Content API Connector  The configured provider that will process the translation.	Basic Page 4 Content (Basic page)	8
LIONBRIDGE	Basic Page 5 Content (Basic page)	8
▼ CHECKOUT SETTINGS		
▼ EXPORT SETTINGS		
Export to		
Iter Select the format for exporting data.		
▼ CONTENT API JOB DETAILS		
PO Reference		
Please enter your PO Reference		
Description		
Please enter a description for the job.		
Expected Due Date		
26/03/2019		
Please enter the expected due date.		
Task Translation 🔻		
Please select a task for your project.		
Provider configuration *		
lionbridge-test-restapi-producer 🔻 Please select a Provider for your project.		
Quote Check to receive a quote before translation starts. Quote has to be approved in order		
to start the translation		
Columb to consider	State: 🛛 🗶 In progre	ess 🔺 Needs review
Submit to provider Save job Delete		

6. Use this page to specify the job settings for the translation job for the specified target language.

Field	Description
Label	Optional. You can modify the job name. By default, the job name starts with the name of the first item selected from the cart. This becomes the order name in Freeway.
Source Ianguage	Read only. The source language of the content.
Target language	Select the target language for the job. You can select any of the target languages you specified earlier, in step 4, in the <b>Translation</b> page. <b>Reminder:</b> There is only one target language per job.
Total words	Read only. The number of words in the selected items.
Total HTML tags	Read only. The number of HTML tags in the selected items.

The **Job Items** section displays all the items in your job.

- Optional. Click Load suggestions to view any other items that may be suitable to include in this job. The Suggestions sub-section opens, displaying any suggested items to check out with these items. To add suggested items, select the corresponding check boxes.
- 8. In the **Configure Provider** section, in the **Provider** dropdown list, select the provider you added for Lionbridge in "Adding Lionbridge as a Provider in Drupal TMGMT" on page 16.

**Tip:** There may be multiple providers if your company has multiple Content API credentials or different provider configurations.

9. Optional. In the Checkout Settings section, specify the following information:

Field	Description
Export Settings sub-section	

Field	Description			
XLIFF	Your content is always exported in XLIFF format, which is the standard XML-based format for exchanging localizable data between applications.			
Content API Jo	Content API Job Details sub-section			
PO Reference	Optional. The purchase order number is delivered to your translation provider to facilitate payment.			
Description	Your description for this translation job. This description will be delivered to Freeway.			
Expected Due Date	The requested date for receiving the translation, in DD/MM/YYYY format. To enter a different date, either enter it in this field or click the arrow to select it. This date will be delivered to Freeway.			
Task	By default, this is Translation, which sends out the job for translation.			
Provider configuration	The translation-provider workflow configured by the Lionbridge Connector Team.			
main section				
Quote	If you want to receive a quote before the translation process starts, select this check box. You must log into Lionbridge Freeway to authorize the quote before the translation process starts.			

**Tip:** If you modified the **Label** field or modified which items are in the job, you can click **Save job** to save a draft of the job before submitting it.

- 10. Do one of the following:
  - If you selected multiple target languages for items in the Cart in step 4, and this is not the last one to submit, then click **Submit to provider and continue**.
  - If you selected one target language for items in the Cart in step 4, or if you selected multiple target languages but this is the last one to submit, then click Submit to provider.

The page updates, and a message at the top of the page states that the job has been submitted. If you selected the **Quote** check box, you must log into Lionbridge Freeway

to authorize the quote for the job to start the translation process. AThe message includes a link to download or view the files. However, downloading the files is optional, because the Connector already submitted the job to Lionbridge Freeway.

11. If you specified additional target languages for translation, complete steps 6-10 for each target language, which corresponds to a separate job.

After you submit jobs for each target language you specified earlier, the **Job overview** page reopens.

After you check out the last job for the last target language, you can view the job or jobs you submitted/checked out on the **Job overview** page (**Jobs** tab). If you requested quotes for the translation jobs, you must log into Lionbridge Freeway to authorize the quotes and start the translation process.

# 4 Tracking Your Translation Job

After you send the job to Lionbridge for translation, you can track the progress of this job on the **Job overview** page (**Jobs** tab).

**Note:** If you requested a quote for the translation job, you must log into Lionbridge Freeway to authorize the quote and start the translation process.

Tip: Drupal TMGMT provides icons that indicate the translation state/status of sourceand target-language items. For a list and descriptions of these icons, see "Drupal TMGMT Icon Legend" on page 36.

### To track your translation job:

1. Select **Translation > Jobs** from the menu.

The Job overview page (Jobs tab) opens.

Job Items Jobs	Sources	Cart	Providers	Settings					
ome » Administration » Tran	slation								
CONTENT API DELIVERIE	S								
tate S	ource languag	e		Target language		1	Provider		
– Open jobs – 🛛 🔻	– Any –		•	– Any –		•	- Any -	•	
LABEL Basic Page 5	<b>FROM</b> English	<b>TO</b> German	<b>PROVIDER</b> Lionbridge C	Content API Connector	PROGRESS	WORDS		CHANGED •	OPERATIONS Manage
Basic Page 4	English	German	Lionbridge C	Content API Connector	r 2	8	3 2	Thu, 03/28/2019 - 11:22	Manage -
Basic Page 2	English	German	Lionbridge C	Content API Connector	r Unprocessed	8	3 2	Wed, 03/27/2019 - 15:01	Submit 💌
Basic Page 3	English	German	Lionbridge C	Content API Connector	r Unprocessed	8	3 2	Wed, 03/27/2019 - 15:00	Submit -
Basic Page 5 and 1 more	English	German	(Undefined)		Unprocessed	16	5 4	Tue, 03/26/2019 - 16:00	Submit 👻
-									

There is a separate job for each target language.

2. Optional. Use the filter bar at the top of the page to locate the jobs to send out for translation.

State	Source language	Target language	Provider	
– Open jobs – 🗸	– Any –	~ – Any –	~ – Any –	~
Apply				

Dropdown List	Description
State	<ul> <li>The state of the translation job. This is one of the following:</li> <li>Unprocessed: The job has not been submitted to the Connector. It may be in the Cart.</li> <li>Pending: The job has been submitted to the Connector. The quote may have been authorized.</li> <li>Translated: The job was accepted and the translated item was created in Drupal.</li> <li>Reviewed: The translated item in Drupal was reviewed.</li> <li>Accepted: The job was either accepted or auto-accepted and the translated item was created in Drupal. Accepted and published in Drupal. Accepted applies to items, job items. If an item is accepted it means client has imported translation, reviewed and accepted everything, the item is published after accepting</li> <li>Finished: All items in the job have Accepted state, and the translated node was created.</li> </ul>
Source language	The source language of the content.
Target language	The target language into which the content is translated.
Provider	The provider set up in Drupal TMGMT for translating the content. In this case, it is your company's name for Lionbridge, set up in "Adding Lionbridge as a Provider in Drupal TMGMT" on page 16.

3. To view additional information about a job, in the **Operations** column, click **Manage**.

The page for that job opens.

	nistration » Tra	anslation » Job overview								
el										
sic Page 5										
can provid	le a label for th	is job in order to identify it eas	ily later on. Or leave it empty to	use the default o	one.					
<b>rce langu</b> a lish	age	<b>Target language</b> German	<b>Provider</b> Lionbridge Content API Conr	nector	Total words 8	5 <b>To</b> 2	tal HTML tags	Created Fri, 03/2	9/2019 - 15:1	7
JOB ITEM	15									
LAB	BEL	ТҮРЕ	PROGRESS	WORDS	TAGS	CHANGED	•	OPERAT	IONS	
🗶 Bas	ic Page 5	Content (Basic page)	2	8	2	Fri, 03/29/201	9 - 16:11	View	•	
PROVIDE	R INFORMATI	ON								
JOB NAME	JOB ID	JOB STATUS	DESCRIPTION		PO NUMBER	DUE DATE	PROVIDER ID	LATEST ERROR	ARCHIVED	STATISTIC
Basic Page 5	662fab7c-44 4a29-bcef- 482eeed37df	REVIEW_TRANSL	comment: comment ATION comment [comment: [comment: comment	comment]		Fri, 03/29/2019 - 00:00:00	04b94ea9-f997- 4e2d-a3f7- 6854a97a8099		FALSE	
	IPORT AUTOM	Update TM								
T M	ANUAL IMPOR	file chosen								
File	orted formats:									
File	oorted formats: Manual Imp	ort								
File Ct Supp										
File Ct Supp	Manual Imp		ITEM	4	MESSAGE				NAME	

#### When this page is reloaded, the content updates automatically with new messages.

REATED	MESSAGE	NAME
10n, 10/30/2017 - 17:10	Translation in progress.	admin
ri, 10/27/2017 - 17:22	Quote ready for approval: View on Lionbridge	admin
ri, 10/27/2017 - 17:06	Job has been submitted.	admin
ri, 10/27/2017 - 17:06	Quote ready for approval: View on Lionbridge	admin

State in "Job Items" section	Status in "Provider Information" section	Message in Message section	Description
In progress	Pending	Job has been submitted.	Job was submitted to Connector, but quote has not been authorized.
In progress	Authorized	Translation in progress.	Quote for job has been authorized.
Needs review (review scenario)	Translated	The translation of <i>job- name</i> is finished and can now be reviewed.	The translation is ready for review.
Accepted (review scenario)	Reviewed	The translation for <i>job- name</i> has been accepted.	The translation has been reviewed.

The following table describes the updates you can receive:

State in "Job Items" section	Status in "Provider Information" section	Message in Message section	Description
Accepted (non-	Accepted	The translation job has been finished.	The translation is complete, and it does not
review scenario)		The translation for <i>job- name</i> has been accepted.	require review.

4. Once the **Status** is Translated, in the **Operations** column, you can click **Review** to view the translated content. For detailed instructions, see "Viewing and Reviewing Translated Jobs" on page 78.

# 5 Viewing and Reviewing Translated Jobs

When you monitor translation jobs, as described in "Tracking Your Translation Job" on page 73, you reload the page to retrieve status updates. This also automatically retrieves translated content from Lionbridge, once it is available.

After the Connector retrieves the translated content and saves it in Drupal, it is ready for review.

Depending on the Connector setup in Drupal TMGMT, you may need to approve translated content before it can be published. This is determined by the **Auto accept finished translations** setting in the **Edit Provider** page, as described in "Adding Lionbridge as a Provider in Drupal TMGMT" on page 16:

As soon as the translation job is finished, the provider status changes from Authorized to Translated, because Lionbridge has completed the translation job. In addition:

- If the Auto accept finished translations check box is selected for the provider, the job state changes from In progress to Accepted. You can view these translations. For detailed instructions, see "Viewing One Translated Job" on page 78.
- If the Auto accept finished translations check box is cleared for the provider, the job state changes from In progress to Needs review. In this scenario, you must review the translations and then accept or reject them. For detailed instructions, see "Reviewing One Translated Job" on page 79.

## 5.1 Viewing One Translated Job

If the **Auto accept finished translations** check box is *selected* for the provider (the Connector), you can view translated content. However, you cannot modify it here, because it has been automatically accepted. For instructions on editing translated content, see "Editing Translated Items" on page 84.

### To view the translation of one job:

- 1. If the Job page is not already open:
  - a. Select **Translation > Jobs** from the menu to open the **Job overview** page (**Jobs** tab).
  - b. Optional. Use the filter bar at the top of the page to locate the job to review. The job is in Accepted state.

- c. In the **Operations** column of the job to review, click **Manage** to open the Job page.
- 2. In the **Job Items** section, in the **Operations** column, click **View**.

The View Translation page opens.

Source My test page	Source type Content (Basic page)	Source language English	<b>Target la</b> Japanese		Last change Tue, 11/21/2017 - 21:05	State Accepted	
<b>Job</b> My test page	<b>Provider</b> Lionbridge Pseudo (nick)						
TITLE							
	Source My test page			Translation Xx xxxx xxxx		li	
BODY							
<ul> <li>Image: A start of the start of</li></ul>	Source B I   = =   :=  =   ?? This is my test page, to test my translat				IIII (IIII)       IIII)       Format         DX, XX XDDX XX XDD0000000000000000000000		

- The **Source** fields on the left side display the source content.
- The **Translation** fields on the right side display the translated content. In these examples, pseudo-translation is displayed instead of actual translated content.

The fields displayed here depend on the fields in the content type.

3. When you are done, click **Cancel** to return to the Job page.

### 5.2 Reviewing One Translated Job

If the **Auto accept finished translations** check box is *cleared* for the provider (the Connector), the translation requires review as part of the translation-management process.

#### To review the translation of one job:

- 1. If the Job page is not already open:
  - a. Select **Translation > Jobs** from the menu to open the **Job overview** page (**Jobs** tab).
  - b. Optional. Use the filter bar at the top of the page to locate the job to review. The job is in Translated state.
  - c. In the **Operations** column of the job to review, click **Manage** to open the Job page.
- 2. In the Job Items section, in the Operations column, click Review.

State	Job	Provider		
Needs review	unpublished test	Lionbridge Pseudo (nick)		
TITLE				
	Source unpublished test		Translation	
		li li	1	
BODY				
Text	Source		Translation	
	BICORT	99 🛅 🛛 Format 🕞	B I   ⇔ ∞   :≡ :≡   ୨୨ ⊑   Format -	<ul> <li>Image: A start of the start of</li></ul>
	O Source		D Source	
	test test		XODOX XODOX	
		About text formats 🕜	About text formats 🖗	
Save as con	npleted Save	Validate	State: 🝸 Pending 🔺 Translated ✔ Reviewe	d 🗸 Accepted

- The **Source** fields on the left side display the source content.
- The **Translation** fields on the right side display the translated content. In these examples, pseudo-translation is displayed instead of actual translated content.

The fields displayed here depend on the fields in the content type.

- 3. You can click in any field to modify the content.
- 4. When you are done, click either **Save** or **Save as completed**:

- Click **Save** to save your changes without completing your review of the translation.
- Click Save as completed to save your changes and mark the translation as reviewed. This accepts the translation.
- 5. If you clicked Save as completed, then the job state changes to Accepted, and in the Message box, there is a new message: The translation for <job-name> has been accepted as X. where X is an abbreviation of the translated content and a link to the translated content as a separate page. The translated items are saved in Drupal.

Tip: You can click the link to view the translated content in its own page.

**Important:** If you do not want to accept the translation, *do not* click **Save as completed**. The translation is not saved in Drupal. Drupal TMGMT does not support rejecting a translation job and sending it back to Lionbridge. You must sign into Freeway to reject the translation.

# 6 Other Translation Tasks

You can perform the following additional optional tasks:

- "Aborting Translation Jobs" on page 82
- "Resubmitting Aborted Translation Jobs" on page 82
- "Deleting Jobs" on page 83
- "Editing Translated Items" on page 84
- "Redelivering a Translation Job to Drupal TMGMT" on page 86

## 6.1 Aborting Translation Jobs

To stop a translation job that is already in progress, contact Lionbridge Connector Support. For details, see "How to Contact Lionbridge Connector Support" on page 8.

### 6.2 Resubmitting Aborted Translation Jobs

You can resubmit a previously aborted translation job.

### To resubmit a previously aborted translation job:

- 1. Select **Translation > Jobs** from the menu to open the **Job overview** page (**Jobs** tab).
- 2. Optional. Use the filter bar at the top of the page to locate the job to resubmit. The job is in Aborted state.
- 3. In the **Operations** column, click **Manage** to open the page for a job in Aborted state.
- 4. Scroll down to the bottom of the page and click **Resubmit**.

A message confirms that you want to resubmit this job.

5. Click Confirm.

A message at the top of the page states that the aborted job was duplicated, and that you can resubmit it now.

- 6. Optional. Modify any values on this page. For description of the values you can modify, see the description of the Checkout page in "Submitting One Item Directly to the Connector" on page 51.
- 7. Click Submit to provider.

## 6.3 Deleting Jobs

You can click the **Delete** button to delete translation jobs in the following states from Drupal TMGMT:

- Unprocessed
- Finished

This functionality is not reversible.

**Note:** The **Delete** button is not available in any of the other states, which occur when the job is actively in translation. To delete a translation job that is already in progress, contact Lionbridge Connector Support. For details, see "How to Contact Lionbridge Connector Support" on page 8.

You can delete a translation job from the **Job overview** page / **Jobs** tab or from the Job page.

**Note:** Deleting translation jobs does not delete translated items that have been auto accepted or reviewed and accepted.

### To delete multiple translation jobs:

- 1. Click the **Translation** menu to open the **Job overview** page / **Jobs** tab.
- 2. Optional. To filter the jobs in the list, select the state, language, and provider, and click **Apply**.
- 3. Select the check boxes for the jobs to delete.
- 4. In the Operations dropdown list at the top of the page, select Delete Job.
- 5. Click **Execute**.

A message at the top of the page confirms that you want to delete the jobs.

6. Click **Confirm**.

A message at the top of the page confirms that the jobs were deleted.

### To delete a translation job from the Job overview page / Jobs tab:

- 1. Select **Translation > Jobs** from the menu to open the **Job overview** page / **Jobs** tab.
- 2. Optional. To filter the jobs in the list, select the state, language, and provider, and click **Apply**.
- 3. In the **Operations** column, click **Delete**.

A message confirms that you want to delete this job.

4. Click **Confirm**.

A message at the top of the page confirms that the job was deleted.

### To delete a translation job from the Job page:

- 1. Ensure that the Job page is open. If necessary, open the **Job overview** page / **Jobs** tab, as described above, and in the **Operations** column, click **Manage** to open this page.
- 2. Scroll down to the bottom of the page and click **Delete**.

A message confirms that you want to delete this job.

3. Click **Confirm**.

A message at the top of the page confirms that the job was deleted.

### 6.4 Editing Translated Items

After a translation has been accepted, including auto accepted, you can still make changes to it. You edit a translated item the same way that you edit the source item, by editing the target language version of the item.

### To edit a translated item:

1. Click the **Content** menu to open the **Content** page, and then in the **Operations** column, click **Edit** for the item to edit. If necessary, you can filter the list of content items by status, type (content type) and language and then click **Filter**.

The item is displayed in the source language, for example, English.

My t	est p	page				
View	Edit	Delete	Revisions	Translate	Devel	( <i>M</i> )
This is n	ny test p	age, to tes	st my transla	tions.		

2. Click the **Translate** tab.

The **Translations of** page displays the translation status of each available target language for this item.

rar	nslations of	My test	page ☆				
Vie	ew Edit	Delete	Revisions T	ranslate [	Devel		
ome 🤉	» My test page						
	ERATIONS						
	Request translatio		dd to cart There	are 0 items in th	ne translati	ion cart.	
	LANGUAGE		TRANSLATION	STATUS		PENDING TRANSLATION	S OPERATIONS
	English (Original la	anguage)	My test page	Publishe	d	Source	Edit
	German		n/a	Not tran	slated	in progress	Add
	French		n/a	Not tran	slated	Inactive	Add
	Italian		n/a	Not tran	slated	Inactive	Add
	Japanese		Xx xxxx xxxx	Publishe	d	None	Edit

3. To edit a target-language version, click **Edit**, or click the link in the **Translation** column.

The target-language version of the page opens.

liew	Edit	Delete	Revisions	Translate	Devel				
» Xx xx	xx xxxx								
•							Published		
xxxx xxx	x						Last saved: 10/27/2017 - 20:45		
y (Edit su	mmary)						Author: admin		
B I 📾 🙊 📰 📰 99 🖬 Format 👻 🙆 Source							Create new revision (all languages) Revision log message (all languages)		
	,		0000000						
	*						Briefly describe the changes you have made.		
							Briefly describe the changes you have made.		
	,								
kt formal	Basic HT				About text	ormats @	► MENU SETTINGS		
ext format					About text	ormats @	<ul><li>► MENU SETTINGS</li><li>► TRANSLATION</li></ul>		

4. You can now edit the translation of the item. When you are done, click the appropriate **Save** button to save your changes.

## 6.5 Redelivering a Translation Job to Drupal TMGMT

You can redeliver all the translated content in a translation job from Lionbridge to Drupal TMGMT. This is useful in the following scenarios:

- The translations were updated or corrected after the initial delivery.
- You want to overwrite any changes that you made in Drupal to the translated content.

**Note:** Redelivering a translation job from Lionbridge to Drupal TMGMT overwrites any post-translation edits to the translated content.

### To redeliver a translation job to Drupal TMGMT:

1. Select **Translation > Jobs** from the menu.

The Job overview page (Jobs tab) opens.

	o Items Jobs	Sources	Cart	Providers Settings					
ome	» Administration » Tra	nslation							
tate		Source language		Target lang	Target language			ider	
- Any	/- •	- Any -		▼ - Any -			Lio	nbridge Pseudo (nick)	•
Ар	ply								
	ABEL	FROM	то	PROVIDER	PROGRESS	WORDS	TAGS	CHANGED	OPERATIONS
<b>x</b> 1	Nick Test Article	English	German	Lionbridge Pseudo (nick)	2	10	2	Thu, 03/22/2018 - 20:37	Manage 👻
	Nick redelivery test	English	German	Lionbridge Pseudo (nick)	3	7	2	Thu, 03/22/2018 - 19:48	Manage -
•					Finished	10	2	Mon, 08/14/2017 - 15:51	Manage 👻
_	Nick Test Article	English	French	Lionbridge Pseudo (nick)	Finished	10			manage

Note: There is a separate job for each target language.

2. Locate the finished job that you want to redeliver to Drupal TMGMT. In the **Progress** column, this job displays Finished.

Tip: To view only finished jobs, in the **State** column in the filter at the top of the list, select Finished from the dropdown list, and then click **Apply**.

3. In the row of the job to redeliver, in **Operations** column, click **Manage**.

The page for that job opens.

4. In the Import Translated File section, do one of the following:

▼ IMPORT AUTOMATICALLY   UPD/	ATE TM
Auto-Import Update	тм
▼ MANUAL IMPORT	
File	
Choose File No file chosen	
Supported formats: xlf.	
Manual Import	

- In the Import Automatically | Update TM sub-section, click Auto-Import.
- In the Manual Import sub-section, click Choose File, then browse to the file to redeliver to Drupal TMGMT, and then click Manual Import.

A message box at the top of the page states that the job was submitted for redelivery, and the page updates.

- 5. Do one of the following:
  - If the Auto accept finished translations check box is selected for the provider, the redelivered job is ready for you to view. For detailed instructions, see "Viewing One Translated Job" on page 78.
  - If the Auto accept finished translations check box is cleared for the provider, the redelivered job is ready for you to review. In this scenario, you *must review* the translations and then accept or reject them. In the Job Items section, in the Operations column, click Review, and then in the page that opens, review the translated content, and when you are done, click either Save or Save as completed. For detailed instructions, see "Reviewing One Translated Job" on page 79.

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