

RippleDown Translator Guide

This Translator guide provides detailed information including:

- Translation setup
- Creating a translation language
- Creating user accounts
- Performing a translation
- Comment Expressions
- Workflow rules
- Updating Translations

More information regarding RippleDown, including training modules and product help, can be found at:

www.pks.healthcare/support

Overview

The Translator is the RippleDown client component used for translating comments, headings and attribute names in a knowledge base into different languages. A Translator user is authorised by the administrator to provide translations for a particular knowledge base and language. The Translator user can then login to perform the translation task.

If the report is subject to a translation within a workflow comment, the translated comment will be shown in the Validator as follows:

- For normal validation queues the report will be shown in the translated language.
- For Validator copy queues (used for 'post-validation') the report will be shown in the default language i.e. the language used for knowledge building.

In general, translations can be setup in any language. However, if group attributes are being used in comments, there are certain words - such as "and" - that need to be automatically generated and translated. Automatic translations for these terms are supported for the following languages:

- Danish
- Dutch
- French
- Finnish
- German
- Italian
- Norwegian
- Portuguese
- Spanish
- Swedish

Translation Set Up

There are four steps involved in setting up translations:

1. Create a language for the project in the Administrator client.
2. Create a Translator user account for the project and language in the Administrator client.
3. Perform the translation in the Translator client.
4. Use the Knowledge Builder to write a workflow rule to translate reports for particular cases.

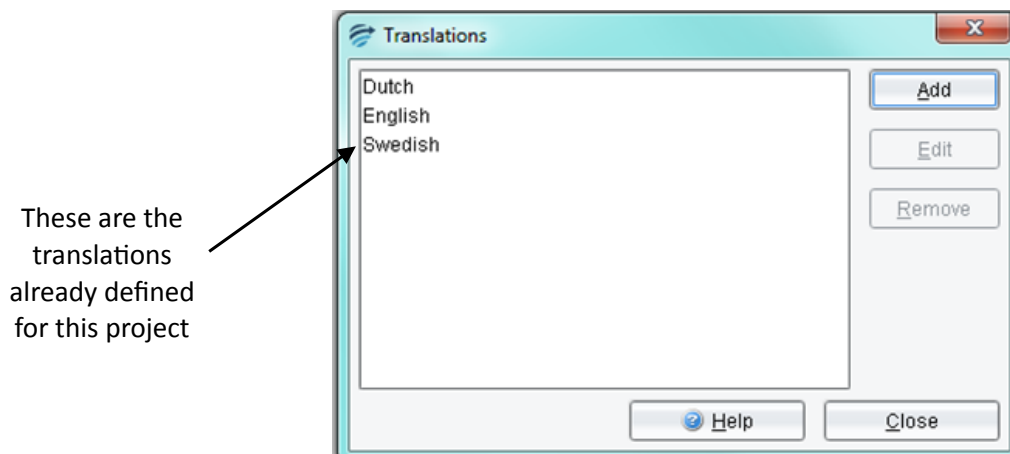
As comments change, the Translator user will be able to update translations in the Translator client application.

Creating a Translation Language

To manage the translations associated with a project (i.e. add, edit or remove a translation):

1. Login to the Administrator client.
2. Select the appropriate project from the list of online projects presented in the table.
3. Use the 'Tools' menu and select '**Manage Translations**'
4. The following dialog box will appear.

If the project is not shown, go to the File menu and select '**Add**' to add the project. Enter the panel code and set the project type to Validator.

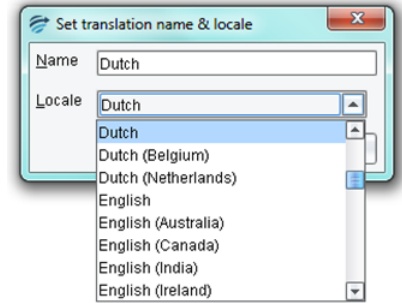


5. Add, edit or remove translations as required. Multiple languages may be assigned to each project.

Functions

The following are common functions used within RippleDown Translator:

- Add** Used to add a new translation to the project using the following dialog box:
- In the 'Name' field, enter a name for the project and choose a Locale from the drop down list.
- Edit** Used to modify the language setting:
- Remove** Used to delete the translation language

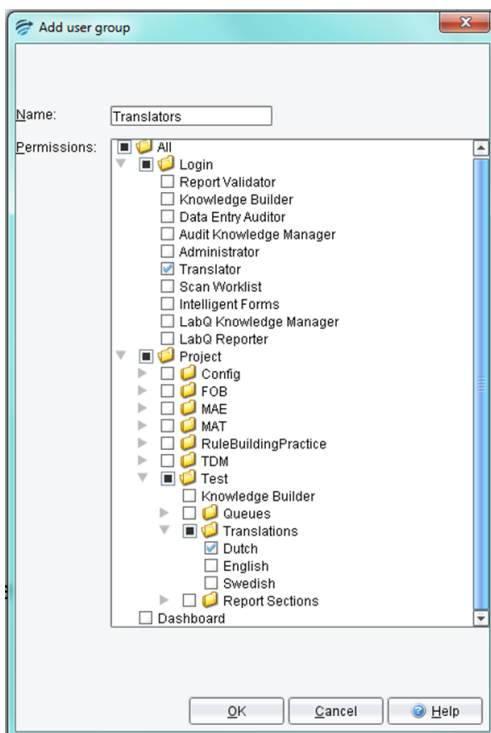


Creating a Translator User Account

The permissions for performing translations is managed at the project level of the Administrator client. To create a Translator user account:

1. From the Administrator open the Users menu and select '**Manage User Groups...**'
2. Create a new Translators Group and provide translation access for the relevant projects.

This example shows the Translators Login permission, as well as the permission for the Dutch translation for the Test project:



3. Click '**OK**' to close this dialog box.

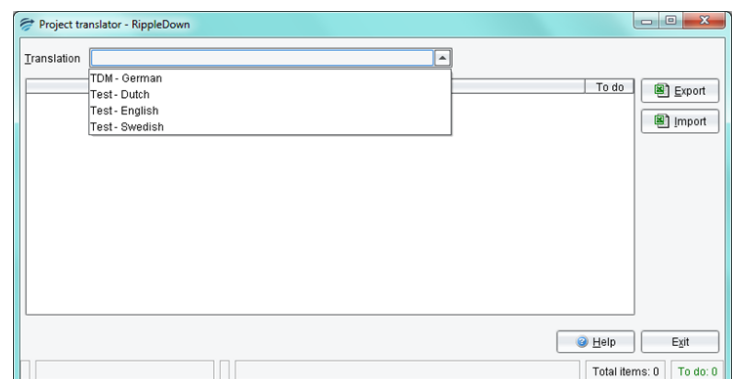
4. To add a user to this group use 'Users' menu and select '**Manage users...**'

Ensure the user/s are included in the Translators Group.

Performing a Translation

1. Start the RippleDown client and select Translator (the last option on the login screen).
2. Use the drop-down menu adjacent to Translation to select the appropriate project and language.

The example shows both Dutch, English and Swedish language options for the test project, and German for the TDM project.

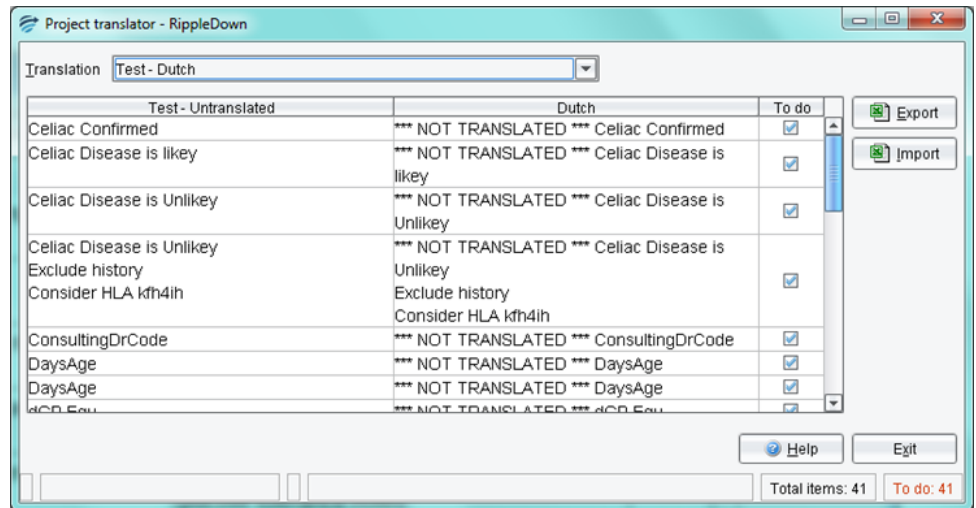


Note: If the expected translation is not showing, contact the RippleDown Administrator to provide the required permission.

3. Click the required translation, and a table with the comments and attribute names to be translated will appear:

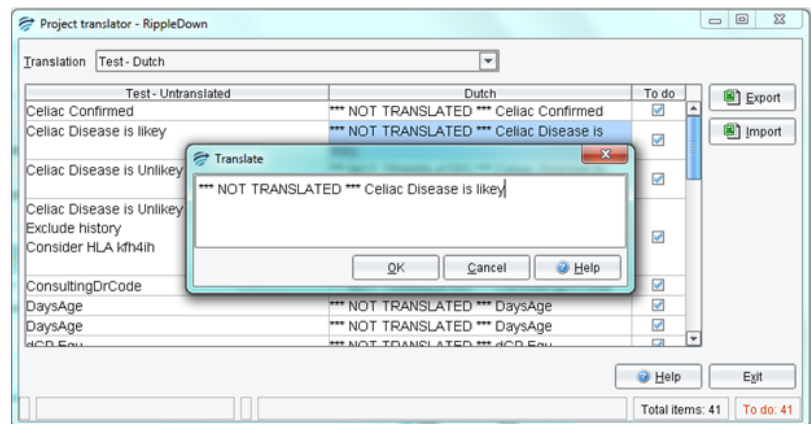
The table contains columns for:

- The untranslated element (e.g. a comment, an attribute name or a report section heading). Note: variables in a comment are denoted by \$1, \$2 etc.
- The current translation for that element, or text starting with ***** NOT TRANSLATED ***** is untranslated.
- A "To do" check box indicating whether a translation is needed.

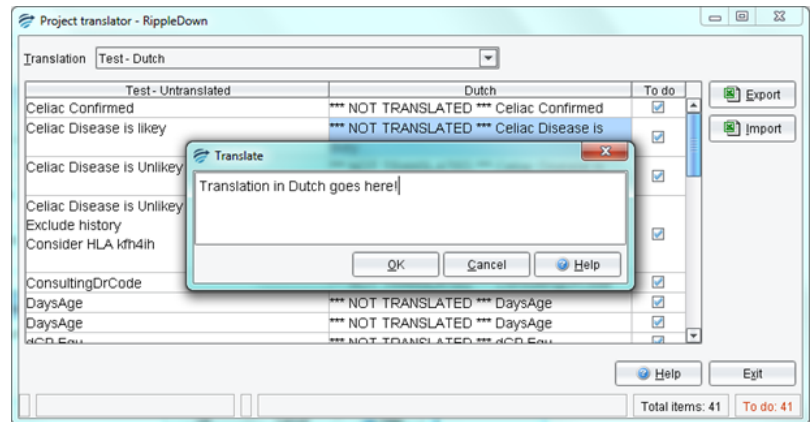


4. To provide a translation double click on the cell in the second column. In the example above this will be the column headed "Dutch".

5. A Translate dialog box will appear as shown:

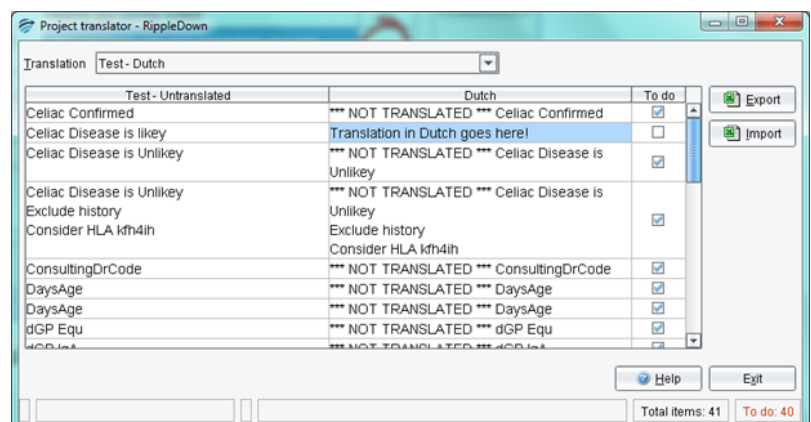


6. Type the translated text as shown:



7. Click 'OK' to proceed.

8. The dialog box will close and the 'To do' should now be unchecked, and the number of 'To do' items indicated in the lower left corner of the screen should also decrease



9. Continue applying translation to the other comments as required.

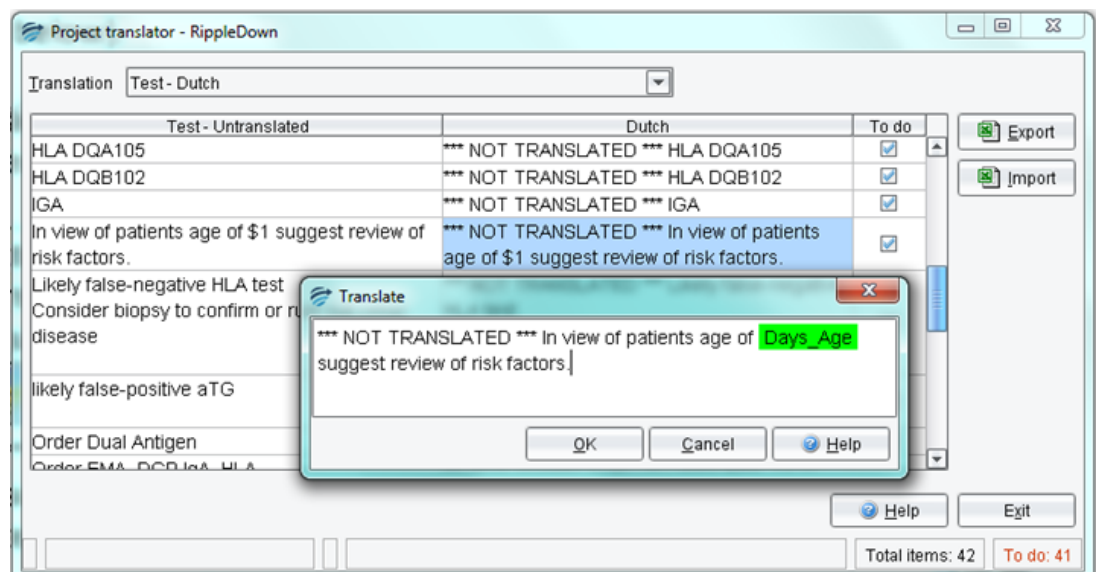
It is possible to export the comments to a spreadsheet to perform the translations externally to RippleDown. Use the Export button to save the file into an Excel spreadsheet. The file contains three columns as shown:

	A	B	C
1	Untranslated	Translated	To do
2	*** LOW	*** NOT TRANSLATED ***	true
3	***** CHECK	*** NOT TRANSLATED ***	true
4	.	*** NOT TRANSLATED ***	true
5	1 hr glucose challenge	*** NOT TRANSLATED ***	1 true
6	\nInvalidated by:	*** NOT TRANSLATED ***	true
7	A normal	*** NOT TRANSLATED ***	A true
8	Borderline	*** NOT TRANSLATED ***	true
9	Borderline low	*** NOT TRANSLATED ***	true
10	Borderline non-	*** NOT TRANSLATED ***	true
11	Borderline post	*** NOT TRANSLATED ***	true

Once you have performed the translations, save the file and use the 'Export' button to import the completed comments into the Translator client.

Comment Expressions

Comment expressions are shown as variable in the untranslated comment and in green in the comments (as shown below):

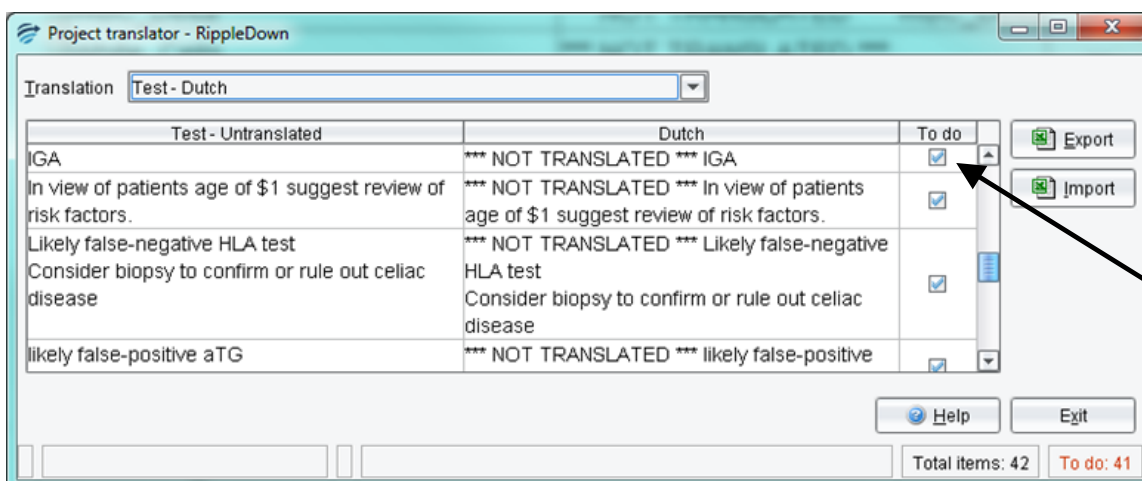


These expressions may be deleted or inserted as required. They may also be moved using a drag and drop method.

Items That Don Need Translating

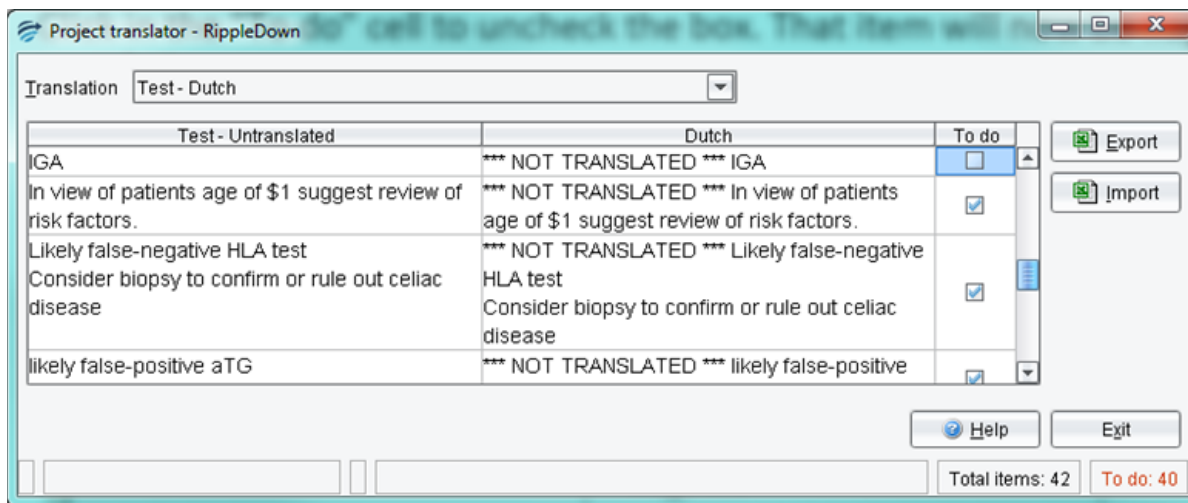
1. Find the item in the table that does not need translating.

Note: rows of the table can be sorted by clicking the column header.



Click here to uncheck the 'To do' box

2. Click in the 'To do' cell to uncheck the box. That item will now be flagged as not needing translation.



Writing Workflow Rules to Translate Reports

Once a translation has been created, the Knowledge Builder can control the language of the report by writing language workflow rules.

To control the translation of the report write a rule as follows:

1. Find or create a new report section with the name WORKFLOW. Do not specify that this heading should appear in the report.
2. To prevent any comment in this report section from being included in the textual report it is necessary to disable this report section. To do this:
 - a. Right-click in the report section,
 - b. Choose "**Disable Report Section...**" and
 - c. Build a rule with no conditions.
3. Create a comment in this WORKFLOW section in the following format:

<translation> language </translation>

Where language is the with the required translation language and is the name allocated in the Administrator when setting up the translation language e.g. the workflow comment for a Dutch translation would appear as:

<translation> Dutch </translation>

4. Add the comment to the report. It may be given unconditionally or it may have any rule you care to write. A typical condition for a translation rule such as this might be 'site is "Rotterdam".'

Updating Translations

Any item that can appear in a report will require a translation. These include:

- All comments in the Comment Editor,
- All report section headings in the Report Section Editor that you have specified should appear in the report
- All attributes used in expressions in a comment.

Note: If a report section heading has one of the "No heading ..." format options, it will not require a translation as it will not appear in a report.

The list of items that require a translation may change when a new comment or report section is added, an existing comment or report section is edited, or when expressions used in comments are created or edited.

Each time the translator user starts a Translator Client any new items or items edited since their translation are flagged in the to do column of the table.

If the item for translation has never been translated, not only will it be flagged under the to do column, it will have the ***** NOT TRANSLATED ***** note in the translation.

If the item for translation has been translated before, but has been edited, it will be re- flagged under the to do column with its existing translation. The re-flagging is a prompt that the translation requires review.

The table can be sorted by the to do column so that all the items needing translation can be brought to the top or bottom of the Translator Client window.

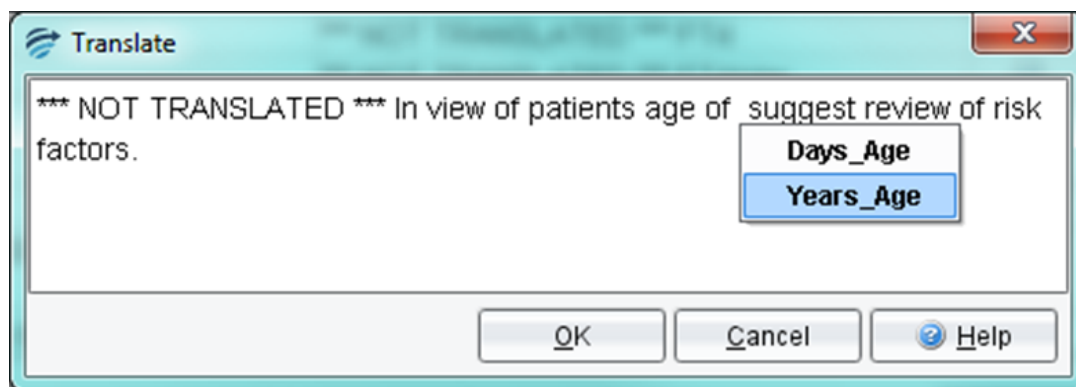
Changing Variables in a Translation

If a comment has already been translated, but is subsequently edited to add or remove a variable, the corresponding change may need to be done to the translation.

To delete a variable from a translation, simply use the DELETE or BACKSPACE key.

To insert a variable into a translation, move the cursor to the desired position in the translation, and then right-click using the mouse. You can then select from the list of available variables for this comment shown on the pop-up menu.

The following example shows the variables Days_Age and Years_Age as options to be inserted into the translation. Only variables that are in the original comment will be an option:



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About PKS

Pacific Knowledge Systems (PKS) works with healthcare organizations around the world to better capture, manage and leverage their human expertise to improve the performance of their business and deliver better patient outcomes.

PKS owns a patented, new generation clinical expert intelligence system – RippleDown – which integrates patient data with a knowledge base that is managed by clinical domain experts, to deliver patient-specific reports, recommendation and alerts.