

How to Guide for Language Test Project Managers

Version 0.4 (20 May 2020)



Rigi.io - Localization Platform

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Getting started

This guide describes how to set up a Language Acceptance Test.

Jump directly to [step-by-step instructions](#).

Intended audience

- Project Manager

Instruction video

[Watch it on youtube.](#)

Purpose

- Set up a Language Acceptance Test project and ensure that translators apply the feedback from Language Testers.

Prerequisites

- Source texts and translations need to be available on the Rigi server.

References

- [How to Guide for Language Testers.](#)
- [How to Guide for Capturing HTML Previews](#)

Recommended browser

We recommend to use one of the following browsers:

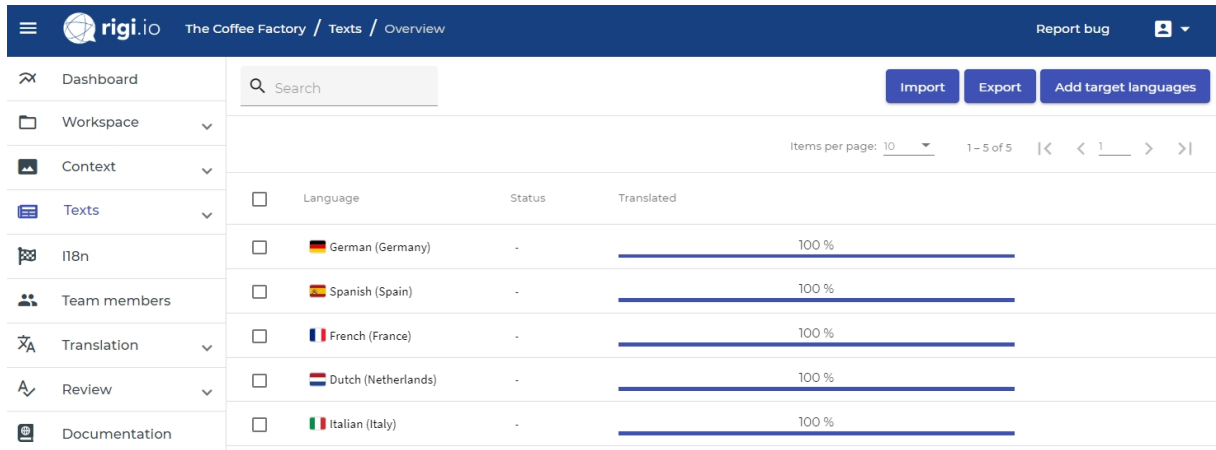
- Chrome
- Firefox

Internet Explorer is not supported.

Continue with [step-by-step instructions](#).

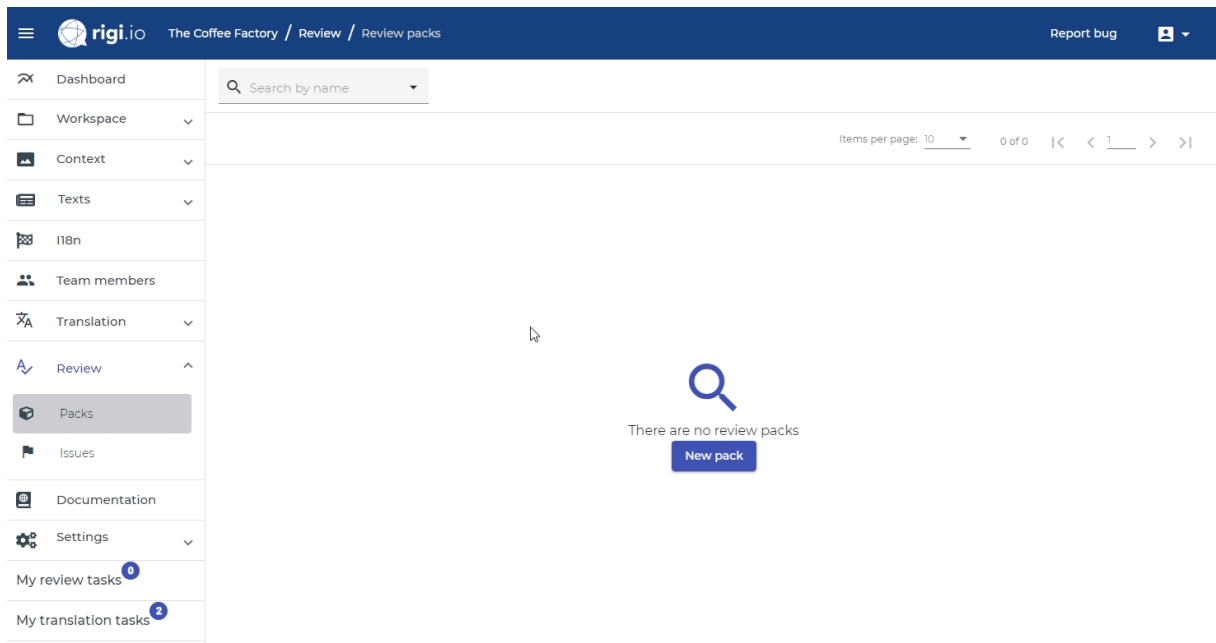
Steps - Create review pack

1. Open the project
2. Select **Texts > Overview**
3. Ensure that the texts for all languages to be tested are available.



The how to guide ([How to get texts into a Rigi cloud project](#)) describes the various options to import translations for a project.

4. Select **Review > Packs**



5. Click **New pack**

Enter the name of the reviewpack and a description (contains additional hints or instructions for Language Testers when they open their task).

- **Option 1: *preview-based* Language Acceptance Test.**

Choose this to let each Language Tester review a pre-defined set of HTML Previews.

Create review pack

Name *

Release Q1

Description

Features X, Y and Z

Live

Select the locales that must be reviewed

- | | |
|---|---|
| <input checked="" type="checkbox"/> Select all | <input checked="" type="checkbox"/>  Dutch (Netherlands) |
| <input checked="" type="checkbox"/>  French (France) | <input checked="" type="checkbox"/>  German (Germany) |
| <input checked="" type="checkbox"/>  Italian (Italy) | <input checked="" type="checkbox"/>  Spanish (Spain) |

Cancel

Create

- **Option 2: *live* Language Acceptance Test.**

Choose this to let Language Testers review translations on a live site (staging server). Language Testers can select texts in the live application and enter comments and/or suggestions. Rigi will create an HTML Preview (snapshot) of the page where a Language Tester provides feedback.

Create review pack

Name *

Release Q1

Description

Features X, Y and Z

Live

Select the locales that must be reviewed

- | | |
|---|---|
| <input checked="" type="checkbox"/> Select all | <input checked="" type="checkbox"/>  Dutch (Netherlands) |
| <input checked="" type="checkbox"/>  French (France) | <input checked="" type="checkbox"/>  German (Germany) |
| <input checked="" type="checkbox"/>  Italian (Italy) | <input checked="" type="checkbox"/>  Spanish (Spain) |

Cancel

Create

6. Click **Create**.

This will bring you to the page where to define the Language Acceptance Test.

The Language Acceptance Test main menu consists of a tab bar with menu items. The live mode does not contain a Previews tab.

The screenshot displays the main menu of the Language Acceptance Test interface. The top navigation bar includes the rigi.io logo and the breadcrumb 'The Coffee Factory / Review / Release Q1 / Tasks'. The main menu consists of a tab bar with 'Tasks', 'Previews', 'Issues', '118n issues', and 'Description'. To the right of the tabs are buttons for 'Export issues' and 'Activate review pack'. A search bar is located below the tabs. Below the search bar is a table with columns: Language, Status, Progress, Reviewers, and Issues. The table lists five languages: Spanish (Spain), Italian (Italy), German (Germany), French (France), and Dutch (Netherlands), all with a status of 'Open' and 0 issues. A pagination bar at the bottom right shows 'Items per page: 10' and '1 - 5 of 5'.

Language	Status	Progress	Reviewers	Issues
Spanish (Spain)	Open	<div style="width: 100%;"></div>		0
Italian (Italy)	Open	<div style="width: 100%;"></div>		0
German (Germany)	Open	<div style="width: 100%;"></div>		0
French (France)	Open	<div style="width: 100%;"></div>		0
Dutch (Netherlands)	Open	<div style="width: 100%;"></div>		0

Continue with [step-by-step instructions how to specify tasks for the LAT](#).

Steps - Specify Tasks

The Project Manager selects which languages must be tested. Per language, the Project Manager assigns one or more Language Testers.

1. Open **Tasks** tab

This view contains the languages for which a Language Acceptance Test must be conducted.

By default, all available languages for this project are listed.

The screenshot shows the Rigi.io interface for 'The Coffee Factory / Review / Release Q1'. The 'Tasks' tab is active, showing a table of languages. The table has columns for 'Language', 'Status', 'Progress', 'Reviewers', and 'Issues'. The languages listed are Dutch (Netherlands), French (France), German (Germany), Italian (Italy), and Spanish (Spain). Each language has a status of 'Open', a progress of '0%', and '0' issues. A 'Delete review task' button is visible for the Spanish row.

Language	Status	Progress	Reviewers	Issues
Dutch (Netherlands)	Open	0%		0
French (France)	Open	0%		0
German (Germany)	Open	0%		0
Italian (Italy)	Open	0%		0
Spanish (Spain)	Open	0%		0

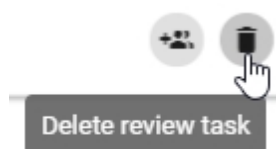
Per language, the following is specified:

- *Status: open or closed*
- *Progress: percentage of previews with translations that the Language Tester has verified.*
- *Reviewers: names of the Language Testers for a particular language.*
- *Issues: number of issues that were reported for this language.*

2. Select languages.

When you create a new review pack, all project languages are added automatically.

1. Click **Delete review task**.





This will remove the language from the language pack.

2. Click **Add tasks**.

This offers the ability to add unlisted languages in the project to the review pack:

Add tasks

Select the languages that need to be reviewed.

<input checked="" type="checkbox"/> Select all	<input checked="" type="checkbox"/>  Dutch (Belgium)
<input checked="" type="checkbox"/>  Dutch (Netherla...	<input checked="" type="checkbox"/>  Greek (Greece)

Cancel

Create

The languages are added to the reviewpack.

If the pack already contained all project languages, then you will get the following message:

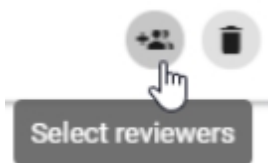
Add tasks

It is not possible to add another language. This review pack already contains all target languages that are defined for this project.

Cancel

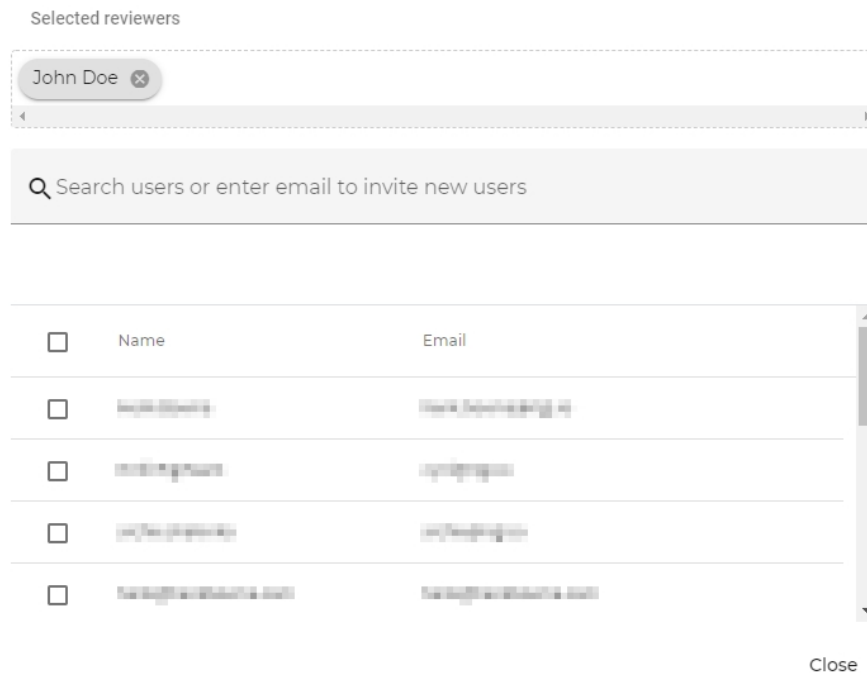
Create

3. Click **Select reviewers** to select one or more Language Testers for a language.



This will show the following dialog:

Select reviewers -  Dutch (Netherlands)

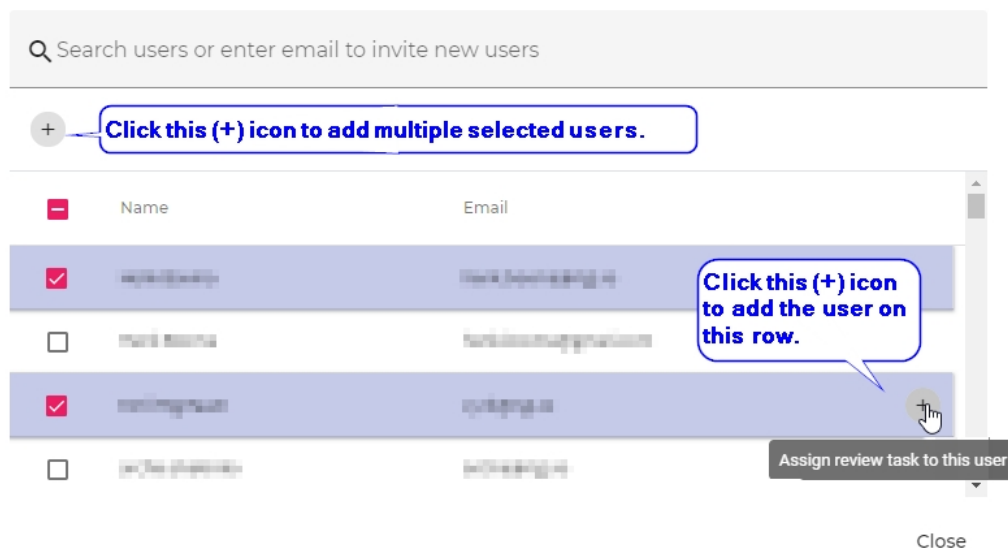


4. Select Language Tester.

You can select Language Testers from a list, or invite them by entering their email.

1. Option 1: Select from list of known users.

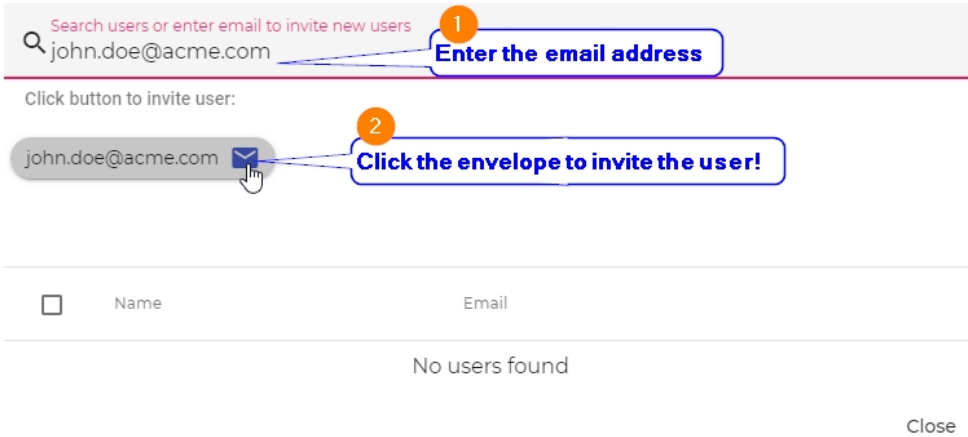
Select reviewers -  Dutch (Belgium)




Do not forget to click the  -button to add the users!

2. Option 2: Enter an email address.

Select reviewers - Dutch (Belgium)



Search users or enter email to invite new users
john.doe@acme.com **1** Enter the email address

Click button to invite user:
john.doe@acme.com  **2** Click the envelope to invite the user!

<input type="checkbox"/>	Name	Email
No users found		

Close

Do not forget to click the  -button to invite the user!

The selected users are shown for the task:



 Dutch (Belgium) Open 0%  

User **By Email** john.doe@...com

The selected and invited users are listed in the selected reviewers area. You have the option to unassign selected reviewers.

Select reviewers - 🇧🇪 Dutch (Belgium)

Selected reviewers

[Click here to unassign reviewers](#)

john.doe@...com

Search users or enter email to invite new users

<input type="checkbox"/>	Name	Email
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Close

5. Click **Close**.

The selected Language Testers are now shown in the task list:

🇧🇪 Dutch (Belgium) Open 0%

[Click here to unassign reviewers](#)

User **By Email** john.doe@...com

Continue with [step-by-step instructions to select the HTML previews](#).

Steps - Select Previews


The Project Manager selects HTML Previews that must be tested during the Language Acceptance Test.

1. Open **Previews tab**

This view contains the HTML Previews that must be reviewed.



There are no previews selected for this review pack.
Click [here](#) to add previews.

- The -icon is shown as long as no HTML Previews are selected.

2. Click **Add previews**.

This opens a dialog with all HTML Previews for this project that are not part of this reviewpack.

Add previews to the review pack

The interface includes a search bar at the top left and a blue button labeled 'Add all (16) previews' at the top right. Below the search bar is a navigation bar with a plus icon, 'Items per page: 25', '1 - 16 of 16', and navigation arrows. The main area is a table with the following columns: Name, Date created, Nr strings, and Tags. Two rows are selected, indicated by checkmarks in the first column. A tooltip 'Add to review pack' is visible over the plus icon in the third row. A 'Cancel' button is located at the bottom right.

<input type="checkbox"/>	Name	Date created	Nr strings	Tags
<input checked="" type="checkbox"/>	P2020213_150437	02/13/2020 04:04:37	25	Feature X
<input checked="" type="checkbox"/>	P2020213_150429	02/13/2020 04:04:29	26	Feature X
<input type="checkbox"/>	P2020213_150422	02/13/2020 04:04:21	24	Feature X
<input type="checkbox"/>	P2020213_150419	02/13/2020 04:04:18	29	Feature

3. Select the previews

You can select multiple previews by tags and creation dates.

The filter menu is open, showing options for Tags, Tags mode, Date, and Date mode. The 'Tags' section has checkboxes for 'Feature Y' and 'Feature X'. The 'Tags mode' section has radio buttons for 'OR' (selected) and 'AND'. The 'Date' section has a 'Select date' field with a calendar icon. The 'Date mode' section has radio buttons for 'older' (selected) and 'newer'.

- **Tags**
 - *OR: HTML Previews are shown that contain at least one of the selected tags.*
 - *AND: HTML Previews are shown that contain all selected tags.*
- **Date**
 - *Enter a date and specify to see HTML Previews that are older or newer.*

4. Click **add selected previews to review pack**.

Add previews to the review pack

Search ▼ Add all (16) previews

+ Add selected previews to review pack

Items per page: 25 ▼ 1 - 16 of 16 |< < 1 > |>

	Name	Date created	Nr strings	Tags
<input checked="" type="checkbox"/>	P2020213_150437	02/13/2020 04:04:37	25	Feature X
<input checked="" type="checkbox"/>	P2020213_150429	02/13/2020 04:04:29	26	Feature X
<input checked="" type="checkbox"/>	P2020213_150422	02/13/2020 04:04:21	24	Feature X
<input checked="" type="checkbox"/>	P2020213_150419	02/13/2020 04:04:18	29	Feature X

Cancel

Result:

rigi.io
The Coffee Factory / Review / Release Q1 / Previews
Report bug

Tasks
Previews
Issues
118n issues
Description

Export issues
Activate review pack

Search ▼ Delete duplicates Add previews

Items per page: 25 ▼ 1 - 16 of 16 |< < 1 > |>

	#	Name	Nr strings	Tags	Date created	Review packs	Issues
<input type="checkbox"/>	1	test	25	Feature X	02/13/2020 04:04:37	Release Q1	0
<input type="checkbox"/>	2	P2020213_150422	24	Feature X	02/13/2020 04:04:21	Release Q1	0
<input type="checkbox"/>	3	P2020213_150429	26	Feature X	02/13/2020 04:04:29	Release Q1	0
<input type="checkbox"/>	4	P2020213_150419	29	Feature X	02/13/2020 04:04:18	Release Q1	0

Per HTML Preview, the following is defined:

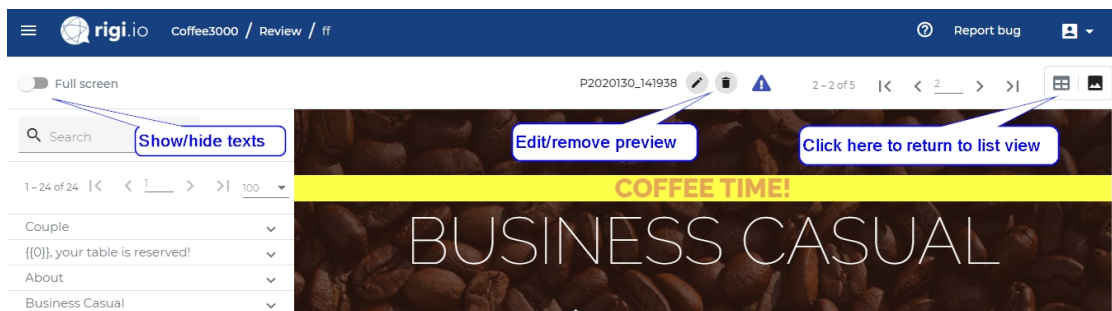
- Order (#). The preview-by-preview navigation will be done in this order.
- Name of the preview.
- Number of strings that are present on this HTML Preview.
- Tags
- Timestamp that the HTML Preview was created.
- Number of issues that were entered for this preview for this task (will be 0 on creation).

5. [optional] Edit / view / remove HTML Previews

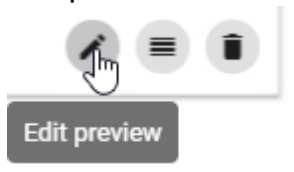
o View the preview

#	Name	Status	Nr strings	Tags	Date created	Issues
1	P202016_105738	Open	30	Feature X	01/06/2020 11:57:37	2

This will open a preview window, where you can step through the previews in the same order as the Language Testers see them. In that view it is also possible to edit the preview and/or remove it from the Language Acceptance Test.



o Edit preview

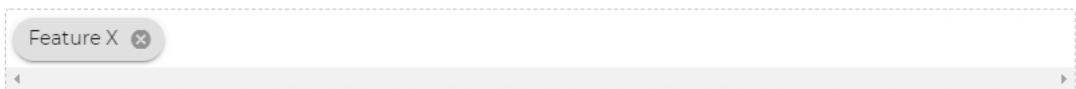


Opens the dialog to edit the attributes of this preview.

Edit context preview

Preview name
test

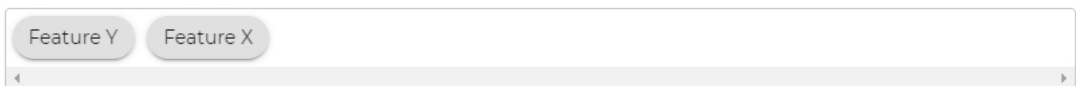
Tags



Enter your tag name here

Add

Tags used in this project

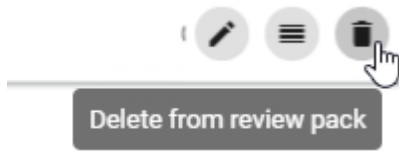


You can drag and drop tags to the Tags-field

Cancel

Save

o Delete from review pack



6. [optional] Click **Delete duplicates**

Some previews may contain the exact same strings on it. To prevent the Language Testers from seeing duplicates, it is possible to remove duplicates and preserve the most recent one.

7. [optional] Click **Reorder previews**

Each Language Tester reviews the previews in the specified order (column #). There are 2 ways to reorder previews:

- o Click action **Reorder preview**

<input type="checkbox"/>	#	Name	Nr strings	Tags	Date created	Review packs	Issues
<input type="checkbox"/>	1	test	25	Feature X	02/13/2020 04:04:37	Release Q1	0
<input type="checkbox"/>	2	P2020213_150429	26	Feature X	02/13/2020 04:04:29	Release Q1	0
<input type="checkbox"/>	3	P2020213_150422	24	Feature X	02/13/2020 04:04:21	Release Q1	0
<input type="checkbox"/>	4	P2020213_150419	29	Feature X	02/13/2020 04:04:18	Release Q1	0

- o Click list action **Reorder selected previews**

<input type="checkbox"/>	#	Name	Nr strings
<input checked="" type="checkbox"/>	1	20191209_154315_On-Off-Cross-Boarding_slide 55.html	48
<input checked="" type="checkbox"/>	2	20191209_143028_On-Off-Cross-Boarding.html	35
<input type="checkbox"/>	3	20191209_142225_On-Off-Cross-Boarding_slide2.html	39

Opens the dialog to move the preview to another location.

Steps to move the selected previews to another location:

1. Click the **position in the list** where to move the previews to.

This will indicate the position where the previews will be moved to.

Reorder previews

Click the position in the list where to move the selected previews.

#	Name	Tags
1	test	Feature X
2	P2020213_150429	Feature X
3	P2020213_150422	Feature X
The preview will be moved here.		<input type="button" value="↑"/> <input type="button" value="↓"/>
4	P2020213_150419	Feature X

Cancel

Reorder

Use the arrow buttons to move one up or down.

2. Click **reorder**

The preview is now at the new position.

<input type="checkbox"/>	#	Name	Nr strings	Tags	Date created	Review packs	Issues
<input type="checkbox"/>	1	test	25	Feature X	02/13/2020 04:04:37	Release Q1	0
<input type="checkbox"/>	2	P2020213_150422	24	Feature X	02/13/2020 04:04:21	Release Q1	0
<input type="checkbox"/>	3	P2020213_150429	26	Feature X	02/13/2020 04:04:29	Release Q1	0
<input type="checkbox"/>	4	P2020213_150419	29	Feature X	02/13/2020 04:04:18	Release Q1	0

Continue with [step-by-step instructions to provide a task description](#).

Steps - Task description

Enter instructions for Language Testers what to review.

1. Open **Description tab**

The screenshot shows the 'Description' tab in the rigi.io interface. The header includes the rigi.io logo, the project name 'The Coffee Factory / Review / Release Q1', and a 'Report bug' link. Below the header are tabs for 'Tasks', 'Previews', 'Issues', '118n issues', and 'Description'. A blue 'Activate review pack' button is visible. The 'Description' tab is active, showing a form with three text areas: 'Name *' containing 'Release Q1', 'Description' containing 'Features X, Y and Z', and 'Additional instructions' containing 'Please pay extra attention to the style of the texts in the popups!'. Below the form is a toggle switch for 'Hide texts that are on verified HTML Previews' which is currently turned on. At the bottom, there is a 'Project manager' section listing 'John Doe (john.doe@acme.com)' and 'Elvis Presley (elvis@acme.com)', and a blue 'Save' button.

2. You can modify the following:



- **Name.** You can rename the name of this language pack.
- **Description.** Optional description of this pack.
- **Additional instructions.** Optional for Language Testers.

An additional instruction could be, for example, to pay extra attention to specific areas.

3. Enable **Hide texts**.

This setting specifies the strings that Language Testers will see in the string list for a selected HTML Preview.

Note: independently of what the Project Manager chooses, the tester can change the displayed status anytime.

Setting	Description	Filter during Language Test
 Hide texts	Reviewed or Validated strings will not be shown in the list (i.e. filtered by status).	Status Untranslated <input checked="" type="checkbox"/> Translated <input checked="" type="checkbox"/> Reviewed <input type="checkbox"/> Validated <input type="checkbox"/>
 Hide texts	all strings will be shown.	Status Untranslated <input checked="" type="checkbox"/> Translated <input checked="" type="checkbox"/> Reviewed <input checked="" type="checkbox"/> Validated <input checked="" type="checkbox"/>

Continue with [step-by-step instructions to activate the review pack](#).

Steps - Activate review pack

1. Click **Activate review pack**.

A pack can be activated once. After activation, each Language Tester gets an email notification to execute a Language Acceptance Test.

If you add Language Testers to an active LAT, they will immediately receive a notification by email.

Continue with [step-by-step instructions how to execute the LAT](#).

Steps - Execute LAT

The Language Testers execute their Language Acceptance Tests accordingly the steps in their [how to guide for Language Testers](#).

You will receive an email notification when a Language Tester completed a task.

1. Navigate to the tasks-page.

Language	Status	Progress	Reviewers	Issues
German (Germany)	Completed	<div style="width: 100%;"></div>	KR	3
Dutch (Netherlands)	Completed	<div style="width: 100%;"></div>	HB	5

The Language Testers may have reported two types of issues:

1. Linguistic issues that need to be corrected by a translator, and/or
2. i18n issues, such as hardcoded strings, that need to be fixed by a developer.

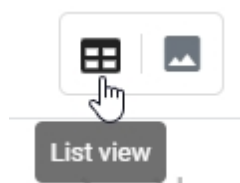
The Project Manager should have a quick look at those issues to get an understanding of the efforts to get them corrected.

2. [Inspect the linguistic issues](#).
3. [Inspect the i18n issues](#).
4. Continue to (any order)
 - o [correct the reported issues](#)
 - o [correct the i18n issues](#).







Inspect linguistic issues

The Language Testers have reported issues.

Select



to see the list view:

<input type="checkbox"/>	Original translation	Suggestion	Comment	Status	Date created
<input type="checkbox"/>	Mein Kaffee	-	Looks strange	Open	02/03/2020   
<input type="checkbox"/>	Shop	Laden	Not xlated	Open	02/03/2020 01:47:52
<input type="checkbox"/>	Starten	Start	Contextual translation error	Open	02/01/2020 08:12:28
<input type="checkbox"/>				Open	01/14/2020 09:27:43

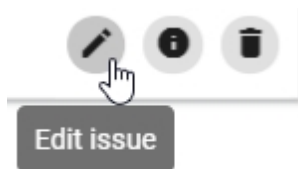
or select the [Preview view](#).

List items

- Original translation
- Suggested translation by the Language Tester.
- Comment that was entered by the Language Tester.
- Creator of the issue.
- Status: Open or Closed.
- Timestamp that the issue was created.

List actions

- Edit issue



This will show the following dialog:

Edit issue

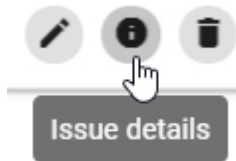
Comment
Looks strange

Suggestion

Current translation
Mein Kaffee

Cancel Update

- Issue details



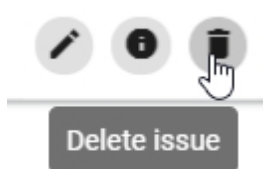
This opens the following dialog:

Issue details

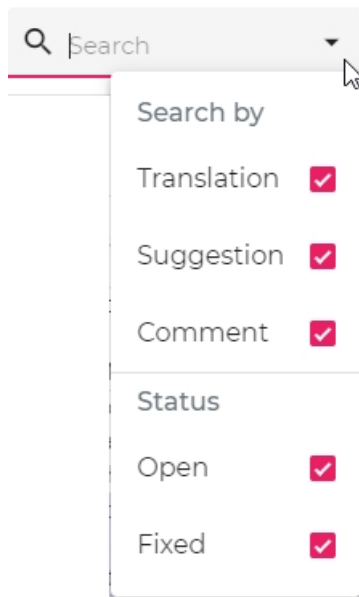
Status	Open
Pack title	-
Creation date	03.02.2020:13.48
Created by	Henk Boxma
String ID	en.HEADER.NAVBAR.MY_COFFEE
Source text	My coffee
Original translation	Mein Kaffee
Comment	Looks strange
Suggestion	-

Close

- Delete issue



Filter



Select items by

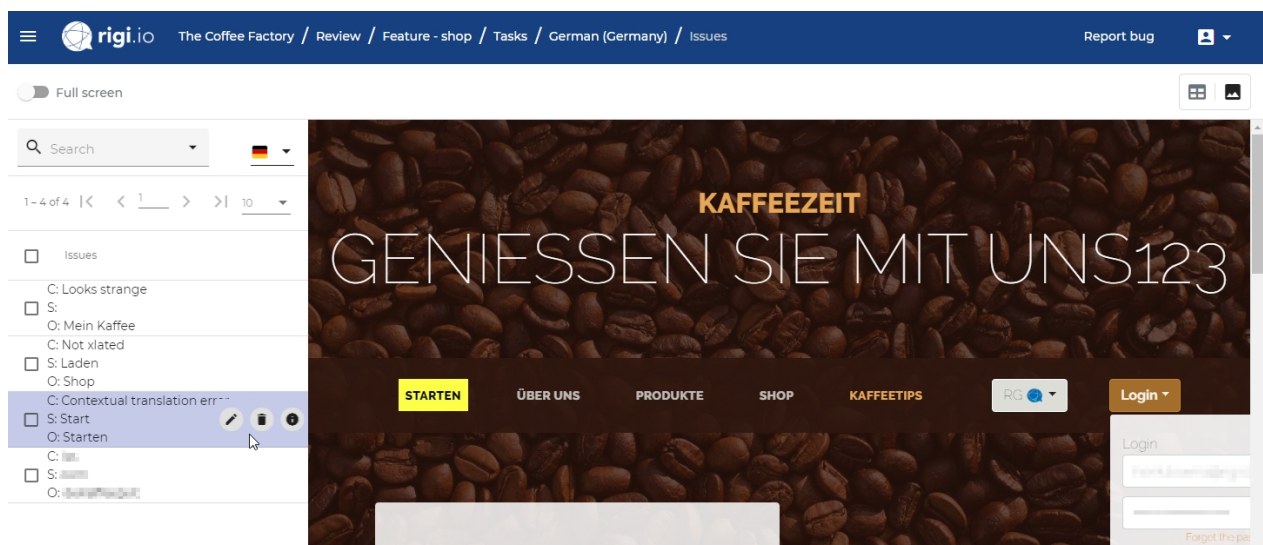
- Status
 - Issues that are open or fixed.

[Preview view](#)

Select



to see the preview view:



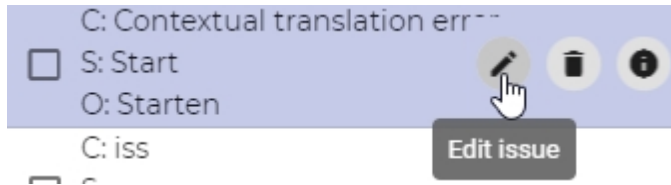
or select the [List view](#).

List items

- Comment that was entered by the Language Tester.
- Suggested translation by the Language Tester.
- Original translation

List actions

- Edit issue



This will show the following dialog:

Edit issue

Comment

Looks strange

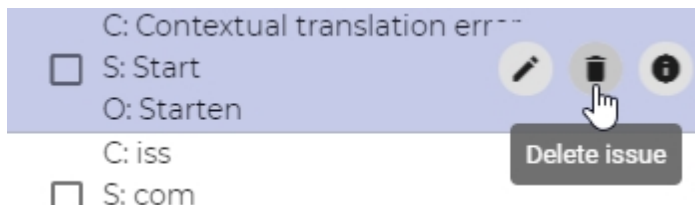
Suggestion

Current translation

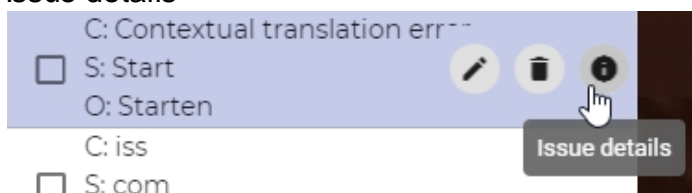
Mein Kaffee

Cancel Update

- Delete issue



- Issue details



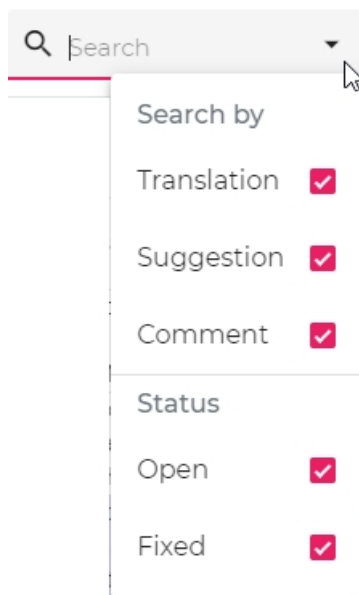
This opens the following dialog:

Issue details

Status	Open
Pack title	-
Creation date	03.02.2020:13.48
Created by	Henk Boxma
String ID	en.HEADER.NAVBAR.MY_COFFEE
Source text	My coffee
Original translation	Mein Kaffee
Comment	Looks strange
Suggestion	-

Close

Filter



Select items by

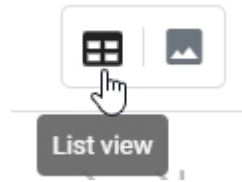
- Status

- Issues that are open or fixed.

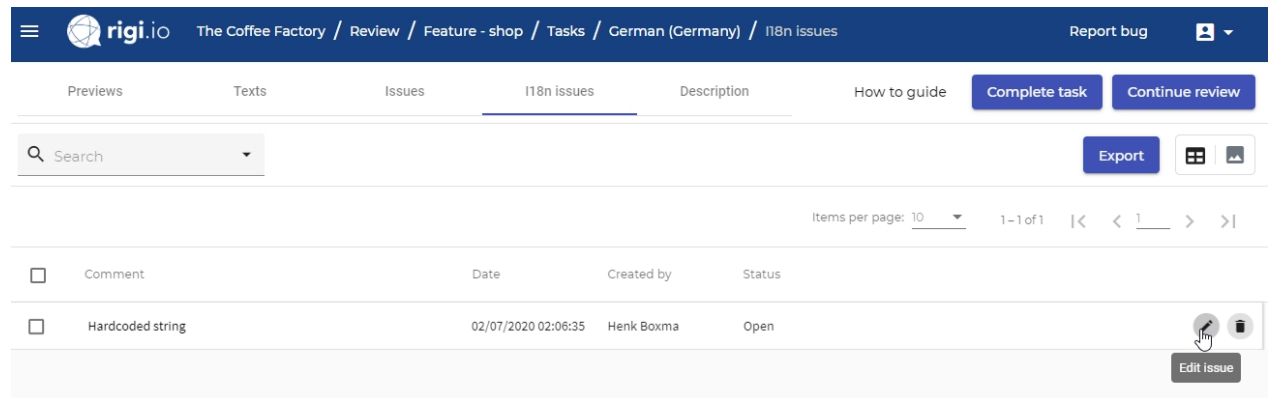
Inspect i18n issues

The Language Testers have reported internationalization (i18n) issues.

Select



to see the list view:



or select the [Preview view](#).

List items

- Comment that was entered by the Language Tester.
- Status: Open or Closed.
- Timestamp that the issue was created.
- Creator of the issue.

List actions

- Edit issue

This will show the following dialog:

Edit issue

Comment *

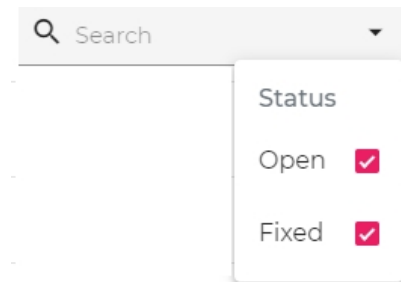
Hardcoded string

Cancel

Save

- Delete issue

Filter



Select items by

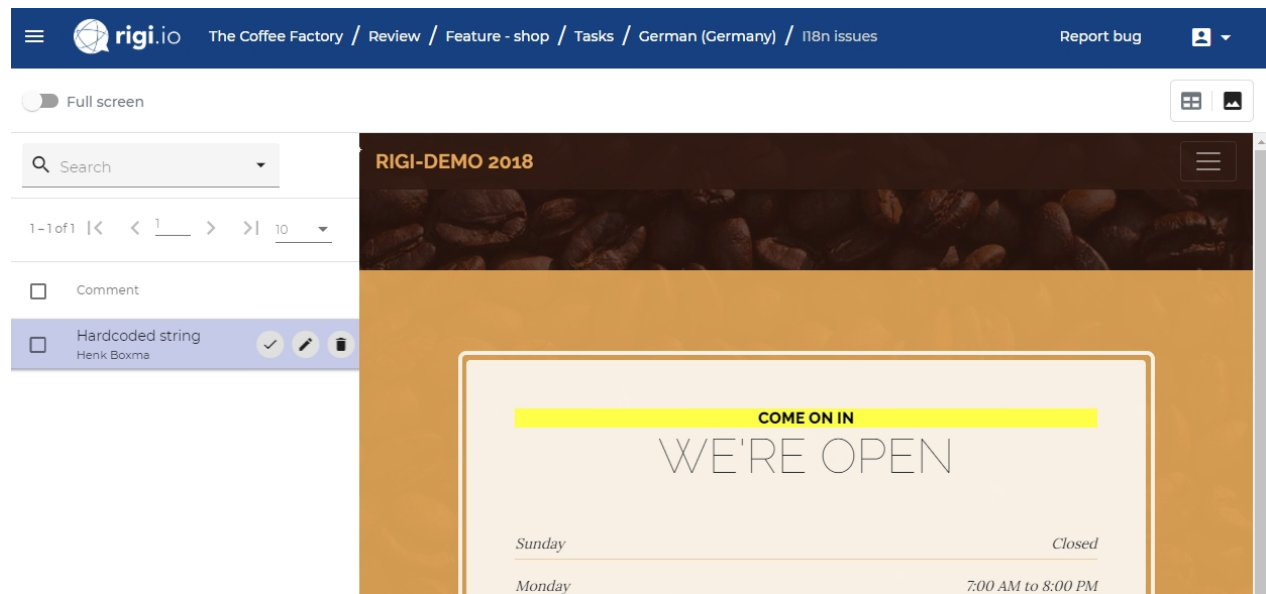
- Status
 - Issues that are open or fixed.

[Preview view](#)

Select



to see the preview view:



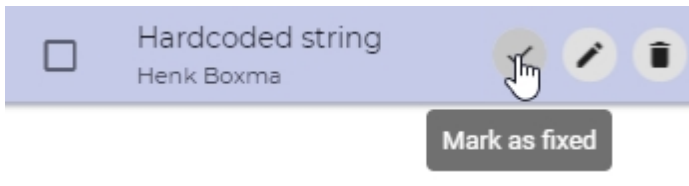
or select the [List view](#).

List items

- Comment that was entered by the Language Tester.
- Creator of the issue.

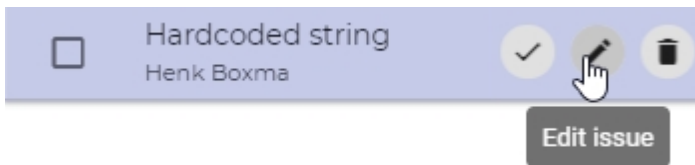
List actions

- Mark as fixed



*This will change the status to **fixed**.*

- Edit issue



- *This will show the following dialog:*

Edit issue

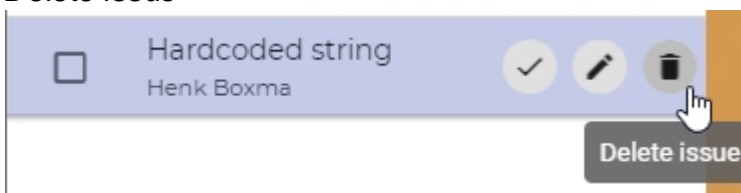
Comment*

Hardcoded string

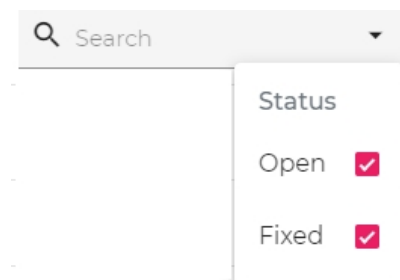
Cancel

Save

- Delete issue



Filter



Select items by

- **Status**
 - Issues that are open or fixed.

Steps - Correct issues

The translators need to correct the reported linguistic issues.

There are two scenarios. Translators use either a

- [translation editor with a connection to the Rigi Viewer](#). This is the most common and recommended scenario;
- [translator editor that does not have a connection to the Rigi Viewer](#). In this scenario, the Project Manager exports a report that the developers can open in Excel.

Steps - Editor with Rigi Viewer

The most common scenario is that translators work from a translation editor that has a connector to the Rigi Viewer.

1. **Instruct the translators** to process the issues in their translation editor.

They can view the issues via the Issues tab in their Rigi Viewer

The screenshot shows the Rigi Viewer interface. At the top, there are tabs for 'Context', 'Issues', 'Previews', and 'Live'. The 'Issues' tab is selected and highlighted with a red box and an arrow. Below the tabs, there is a search bar and a list of issues. The first issue is selected and highlighted with a blue box. A callout box points to this issue with the text: 'Here are all issues that were reported for this language. The translator processes each of them and closes the issue.' The main preview area shows a website snippet with a green banner 'WE'RE OPEN' and a table of opening hours.

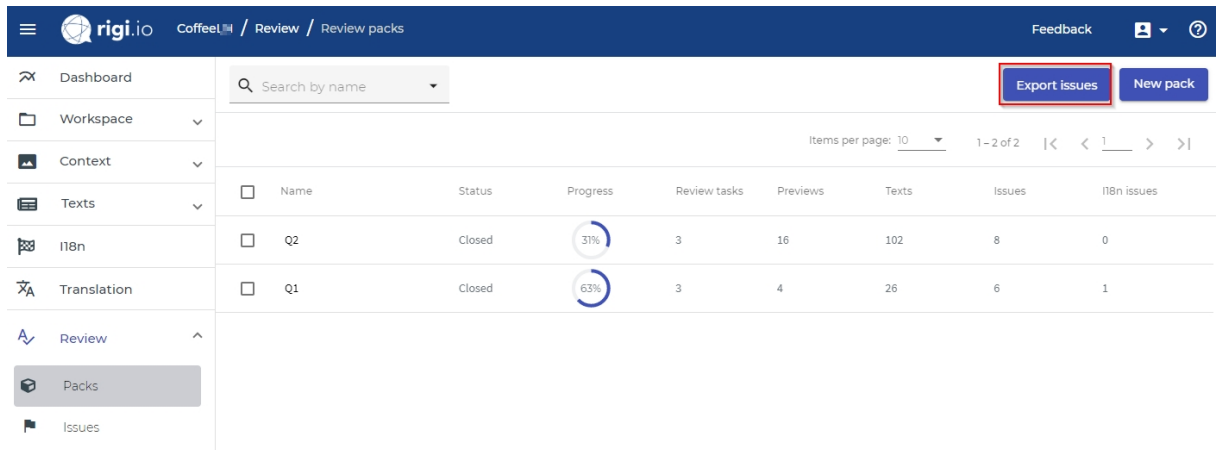
Day	Opening Hours
Sunday	Geschlossen
Monday	Von 7:00 AM bis 8:00 PM
Dienstag	Von 6:30 AM bis 7:30 PM
Wednesday	Von 7:30 AM bis 8:15 PM
Thursday	Von 7:00 AM bis 9:00 PM
Friday	Von 7:00 AM bis 9:00 PM
Saturday	Von 8:00 AM bis 10:00 PM

When the translator selects an issue, the text in the preview will be highlighted and the text in the editor will be selected. The translator can now copy the suggested translation to the editor.

Steps - Editor without Rigi Viewer

In some cases, the translators use an editor that does not have a connector to the Rigi Viewer.

1. Open **Review > Packs**.



2. Click **Export issues**

Export the issues for the selected review packs and languages to the CSV file format

Export I18n issues

Export one file per language

Include issues from deleted packs

Select review packs:

Select all Q2
 Q1

Export languages that have no issues associated

Select target locales:

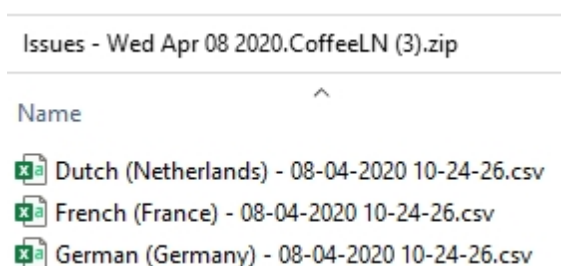
Select all Dutch (Netherlands) French (France) German (Germany)

Cancel










Export

3. Click **Export**.



This will generate a ZIP file with CSV files





4. Open Settings > Access rights

-  Settings 
-  General
-  Strings recognition
-  Review workflow
-  Translation providers
-  Access rights
-  Rigi script
-  Permissions



Configure access rights

Project link 
<https://rigidev3.rigi.io/projects/5e8c34b296112d0c05935066> 

API key  


View HTML Previews and review comments

Unregistered users can access review comments and previews by entering an access code

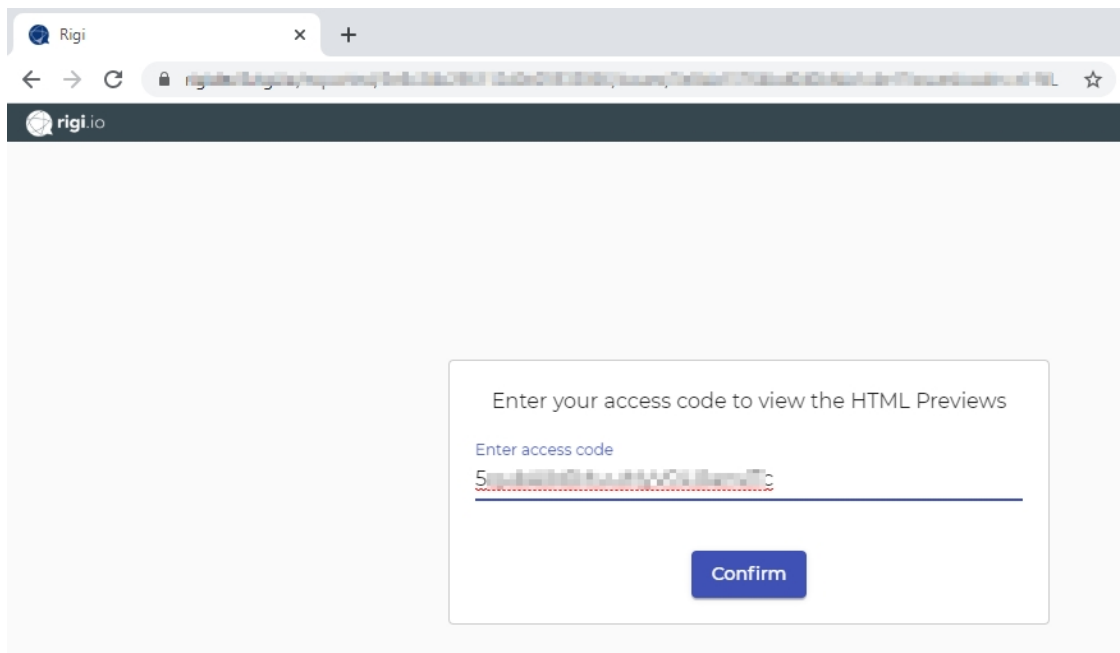
1  

Auto-login for 3rd party tools

Specify previews that translators can see

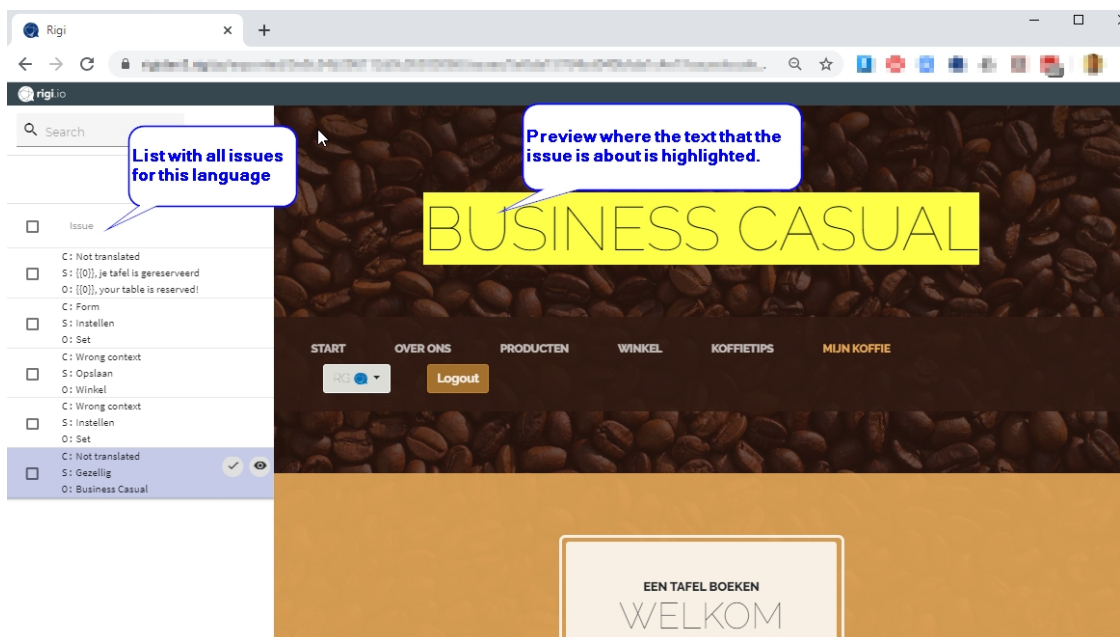
2 

5. Enable that **unregistered users can access review comments and previews by entering an access code**.
6. Click **Save**.
7. Copy the Access code to the clipboard.
8. Send the following to the translators:
 - o One of the URLs in column G (and/or the CSV file), and
 - o Access code.
9. The translator performs the following steps:
 1. The translator enters the URL and is requested to enter the access code.

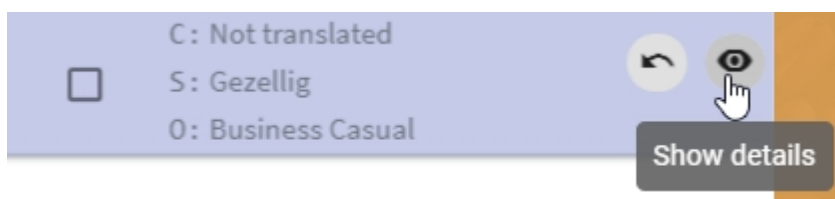


2. The translator clicks **Confirm**.

This shows an overview of all reported issues. The translator can select an issue in the list.



3. The translator clicks the **show details icon**.



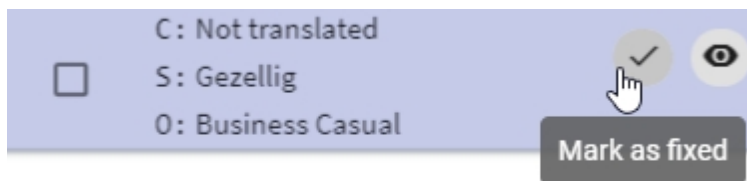
This will show the details about this ticket.

Issue details

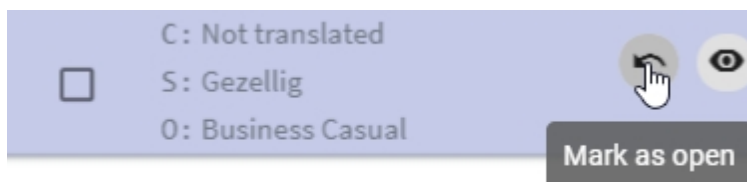
Status	Fixed
Pack title	-
Creation date	08.04.2020:12.03
Created by	John Doe
String ID	en.HEADER.SITE_HEADING.BUSINESS_CAS...
Source text	Business Casual
Original translation	Business Casual
Comment	Not translated
Suggestion	Gezellig

Close

4. The translator applies the correction in his editor.
5. The translator clicks the **fix issue icon** to mark it as fixed.



Note: it is possible to reopen an issue that was marked as fixed:



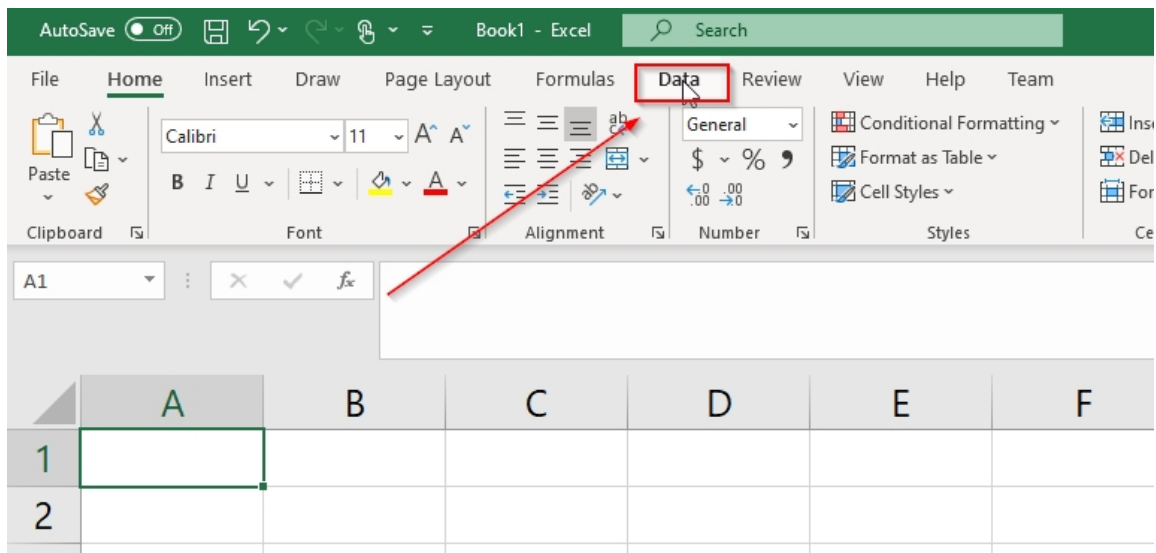
CSV file

CSV, or comma separated values, is a common format for storing and transmitting content including contacts, calendar appointments and statistical data. Excel reads CSV files by default but in most cases when you open a CSV file in Excel, you see scrambled data that is impossible to read.

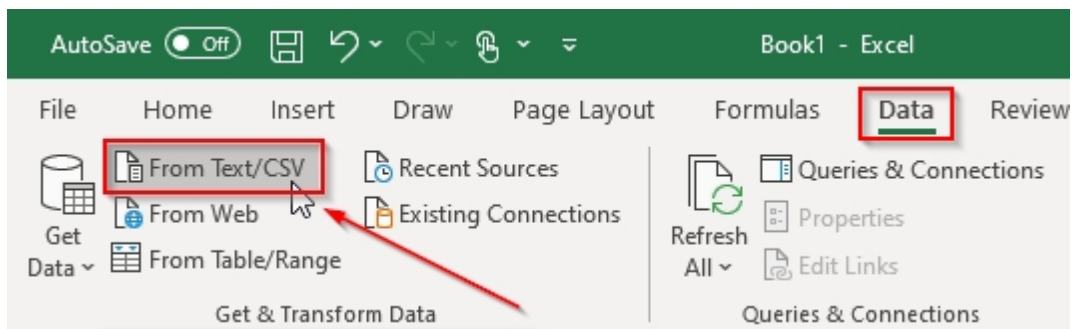
How to open a CSV in Excel?

This article shows the steps to properly **open CSV files in Excel** and view them without the need to convert anything.

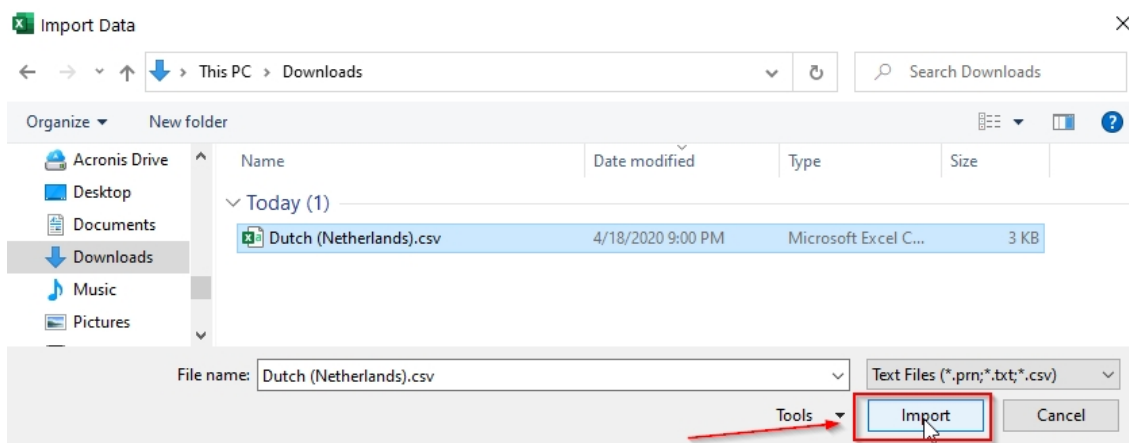
1. Open a new Excel document and navigate to the Data tab.



2. Click **From Text/CSV**.



3. Navigate to the CSV file and click **Import**.



4. From the newly-opened window, choose "Unicode" and "Comma".



Dutch (Netherlands).csv

File Origin: 65001: Unicode (UTF-8) | Delimiter: Comma | Data Type Detection: Based on first 200 rows

Column1	Column2	Column3	Column4	Column5	Column6
"stringId"	sourceText	originalTranslation	suggestion		comment
en.STORE_PAGE.TIMES.OPEN	{{0}} to {{1}}	{0} naar {1}	Van {0} tot {1}		Wrong translation
en.LOGIN_PAGE.KEEP_LOGGED	keep me logged-in	hou me ingelogd	Ingelogd blijven		Style
en.HEADER.NAVBAR.ABOUT	About	Over	Over onze zaak		Wrong translation
en.TIPS_PAGE.TIP_ONE.LOWER_HEADING	Store	Winkel	Bewaren		Contextual issue.
en.BOOKING_PAGE.BOOK_A_TABLE_BUTTON	Book a table	Boek een tafel	Boek nu!		More active
en.BOOKING_PAGE.WELCOME	Welcome	Welkom op	Welkom		Wrong translation
"String ID"					Description
N.A. i18n issue.					Login text id is reused. Should be splitted.

Buttons: Load | Transform Data | Cancel

5. Click **Load**.

	A	B	C	D	E	F
1	Column1	Column2	Column3	Column4	Column5	Column6
2	"stringId"	sourceText	originalTranslation	suggestion		comment
3	en.STORE_PAGE.TIMES.OPEN	{{0}} to {{1}}	{0} naar {1}	Van {0} tot {1}		Wrong translation
4	en.LOGIN_PAGE.KEEP_LOGGED	keep me logged-in	hou me ingelogd	Ingelogd blijven		Style
5	en.HEADER.NAVBAR.ABOUT	About	Over	Over onze zaak		Wrong translation
6	en.TIPS_PAGE.TIP_ONE.LOWER_HEADING	Store	Winkel	Bewaren		Contextual issue.
7	en.BOOKING_PAGE.BOOK_A_TABLE_BUTTON	Book a table	Boek een tafel	Boek nu!		More active
8	en.BOOKING_PAGE.WELCOME	Welcome	Welkom op	Welkom		Wrong translation

That's it; you have just imported a CSV file to Excel!

File format

It contains the following columns:

1. String id
2. Source text
3. Original translation
4. Suggested translation by the Language Tester
5. Comment by the Language Tester
6. **URL to the screenshot (screenshot link)**

`https://...xyz....?issueslocale=nl-NL`

7. User name of the Language Tester
8. Date of creation

For example:

How to Guide for Language Test Project Managers

	A	B	C	D	E
1	"stringId"	sourceText	originalTranslation	suggestion	
2	en.HEADER.SITE_HEADING.BUSINESS_CASUAL	Business Casual	Business Casual	Gezellig	
3	en.BOOKING_PAGE.SET_TIME	Set	Toneel	Instellen	
4	en.HEADER.NAVBAR.STORE	Store	Opslaan	Winkel	
5	en.BOOKING_PAGE.SET_TIME	Set	Instelling	Instellen	
6	en.BOOKING_PAGE.BOOKED.BOOKED_NAME	{{0}}, your table is reserved!	{{0}}, your table is reserved!	{{0}}, je tafel is gereserveerd	

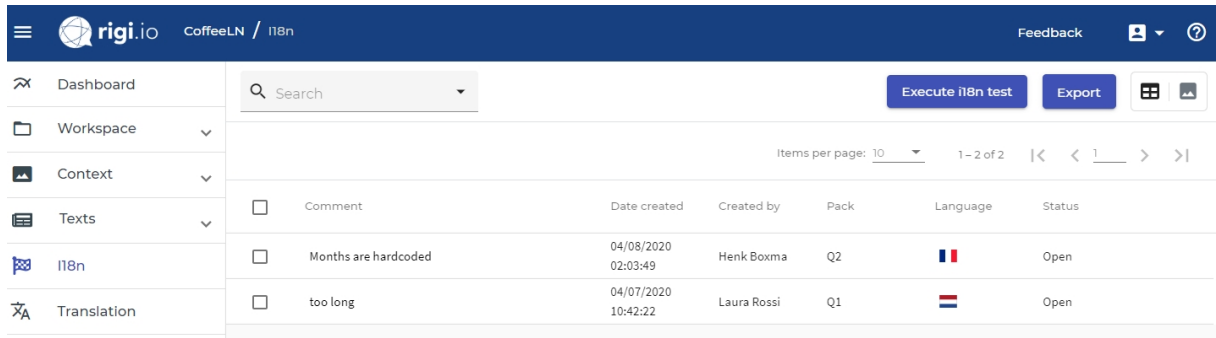
F	G	H	
comment	Screenshot link	User name	Date of creation
Not translated	https://rigidev3.rigi.io/exported/5e8c34b25	John Doe	Wed Apr 08 2020 10:03:03
Wrong context	https://rigidev3.rigi.io/exported/5e8c34b25	Jason Bourne	Wed Apr 08 2020 10:02:50
Wrong context	https://rigidev3.rigi.io/exported/5e8c34b25	John Doe	Wed Apr 08 2020 10:02:00
Form	https://rigidev3.rigi.io/exported/5e8c34b25	John Doe	Tue Apr 07 2020 10:12:40
Not translated	https://rigidev3.rigi.io/exported/5e8c34b25	Jason Bourne	Tue Apr 07 2020 08:43:29

Steps - Correct i18n issues

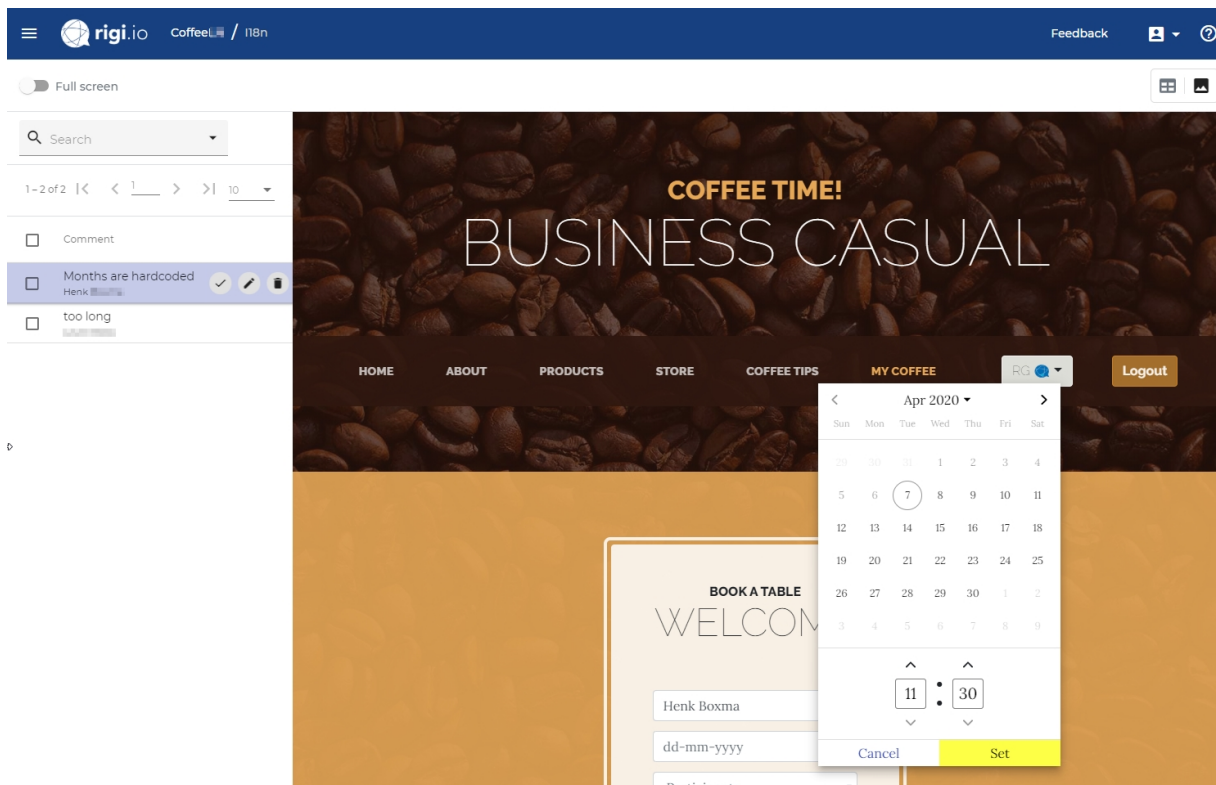
Translators may have reported internationalization (i18n) issues, such as hardcoded or concatenated strings.

The developer logs in to the system and selects the following:

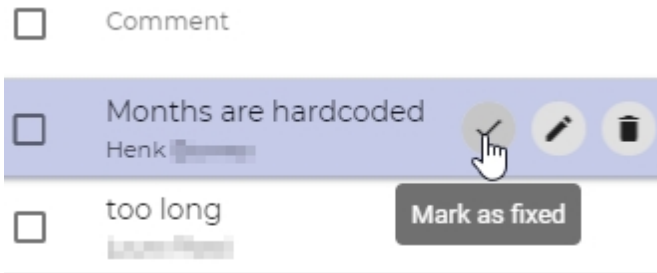
1. Open i18n.



2. Click an issue to view it:



3. Resolve the issue in the code and click **the mark-as-fixed icon**.



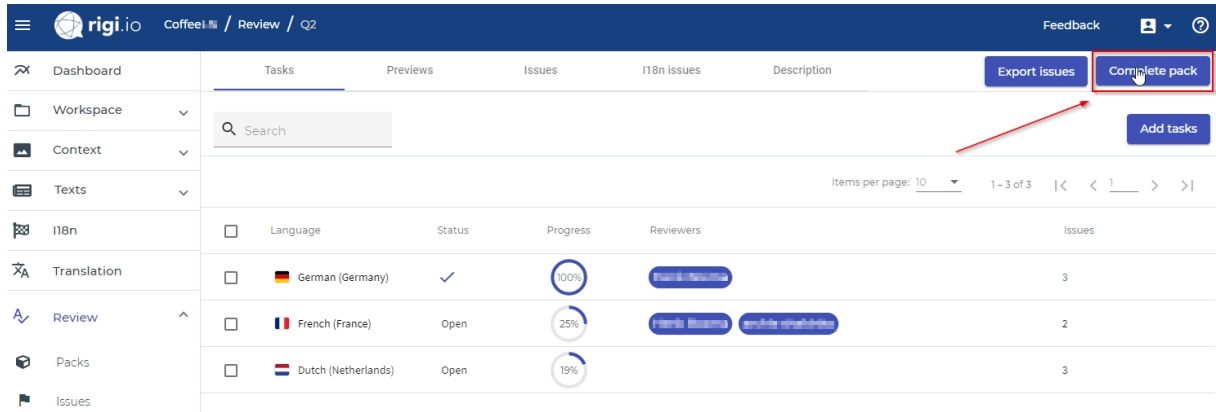
No access

It is currently not possible to access the i18n issues for non-authorized users.

Steps - Close LAT

The translators have corrected the comments from the Language Testers. The Project Manager can now close the Language Acceptance Test.

1. Select **Review > Packs > {review pack}**



The screenshot shows the rigi.io interface for a project named 'Coffee1'. The 'Review' section is active, and the 'Packs' tab is selected. A table lists three packs: German (Germany) at 100% completion, French (France) at 25% completion, and Dutch (Netherlands) at 19% completion. The 'Complete pack' button is highlighted in a red box, and a red arrow points to it from the right.

Language	Status	Progress	Reviewers	Issues
German (Germany)	✓	100%	Franki Pasotta	3
French (France)	Open	25%	Franki Pasotta, enable completion	2
Dutch (Netherlands)	Open	19%		3

2. Click **Complete pack**.

This will mark the pack as completed.

- *Language Testers cannot continue their Language Acceptance Test tasks.*

*It is possible to reopen a task (**Review > Packs > {review pack} > Reopen pack**), which enables Language Testers to continue their tasks.*

Reopen pack

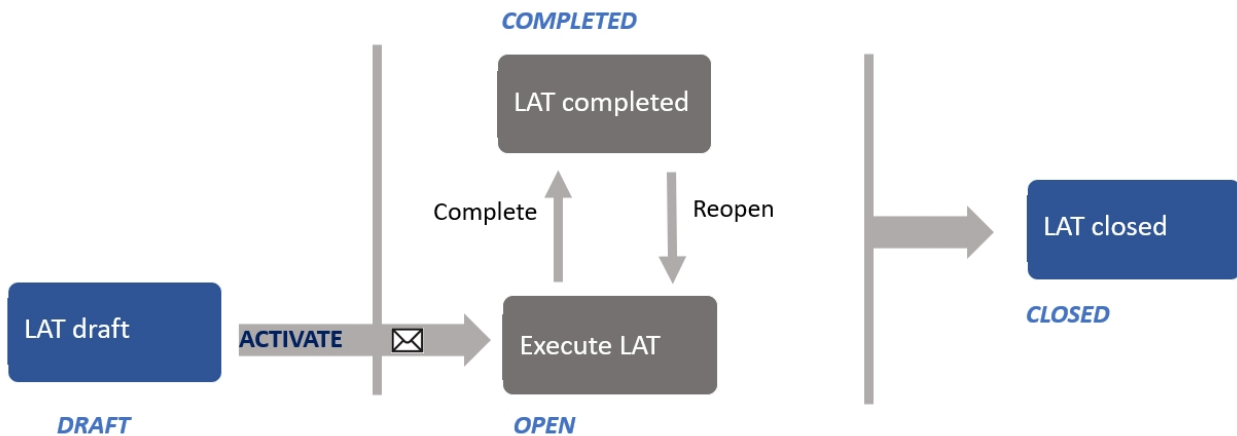
Appendix: Status

An LAT task can have the following states:

- Draft
- During LAT
 - Open
 - Completed
- Closed

State diagram

The states are shown in the following diagram.



The Project Manager activates the LAT by pressing the **Activate review pack** button. As a result:

- the Language Testers are notified that they need to perform a Language Acceptance Test.

The Language Tester completes the LAT by pressing a button when he is done. As a result:

- the LAT is marked as **completed**, and
- the Project Manager receives a notification.

As long as the LAT is not **closed**, the Language Tester can reopen the task. As a result:

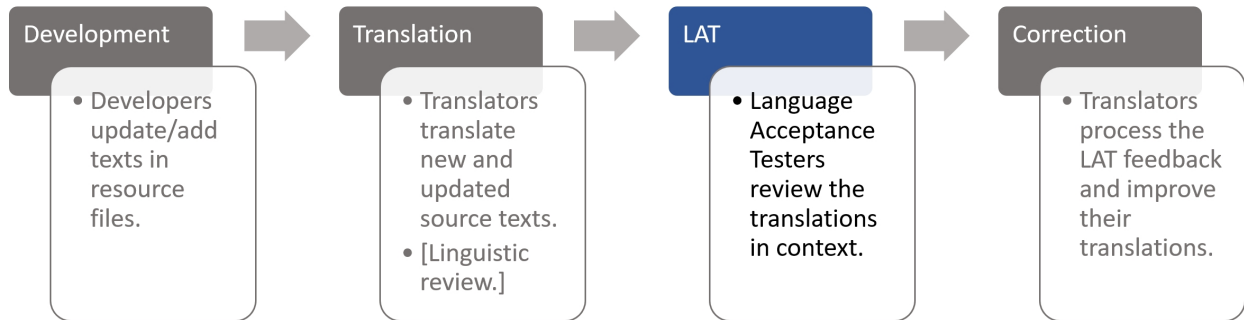
- the LAT is marked again as **open**, and
- the Language Tester can continue his review task.

The Project Manager may decide to close the LAT any time. As a result:

- the LAT is marked **closed**, and
- the Language Tester cannot make changes anymore (read-only).

Appendix: LAT process step

The following figure shows the LAT as part of the overall localization process.



Development

Developers send the complete set of resource files (e.g. json, properties) to be translated to the Project Manager.

Translation

The Project Manager creates a project and manages that translators translate new and updated source texts. That process may include an internal linguistic review.

LAT

The Project Manager (you!) sets up a Language Acceptance Test. For each language a review task is created and assigned to one or more Language Testers. Each Language Tester reviews translations in context and provides feedback. That feedback may include a suggestion for a better translation.

Correction

Translators have direct access to your feedback and directly apply the corrections in their translation editor. The translators see a preview with the text highlighted.