Béatrice de Saint Sauveur & Henri Wirbel

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WORK EXPERIENCE

Editors	**Tasks**
	Translation and localization

Lotus Development Corporation/IBM Software Group

- in France, in Ireland (Dublin) and in England (Staines),
- first as senior translators (software, help, documentation),
- then as proof-readers/reviewers and Linguistic Consultants,
- we have also acted as project leaders on several Lotus products, in France and abroad.
- we have provided technical training & support to translators/translation vendors, in France and abroad.

Since 1987, we have been involved in all Lotus products/versions:

- from Manuscript, Symphony, Freelance Graphics, WordPro,1-2-3, SmartSuite to Domino/Notes, QuickPlace, Workflow, Domino.Doc, e-Notes, non-Windows products (KDS, K-station, DSS, etc.), Mobile Technology products (such as DEES, DEAS, etc.), Sametime, LearningSpace, etc.
- on all types of support/media (software files, documentation, on-line help, courseware, exams, technotes, sellsheets, reference cards, education products, etc.)
- on all types of platforms and operating systems.

Editors	**Tasks**
	Translation
Rank-Xerox	
Hewlett-Packard	
Canon	
The Santa Cruz Operation	
Cincom Systems	
Mac Cormak and Dodge	
Workshare Technology	White papers & datasheets

Computer Magazines	**Tasks**
Exapublications (PC News)	Translation
Micro-Systèmes (Byte)	
PC Expert (Ziff-Davis)	
etc.	

Technical books	**Tasks**
Cedic Nathan	Translation
Edimicro	
etc.	

SERVICES OFFERED

- Translation (software, help, documentation, sellsheets, etc.)
- Test and validation
- Language and products consultants
- Technical and linguistic support
- Localisation, co-ordination, project management

Software and on-line Help	Translation Layout Edition/review/proof-reading Adaptation of examples to country requirements Testing & validation Technical support Translators support and training Quality Assurance & Linguistic Consultancy
Documentation	Translation (manuals, reference cards, sellsheets, datasheets, whitepapers...) Generation of screendumps Proof-reading, edition and reviewing of translated documentation

HARDWARE/SOFTWARE SPECIFICATION

Hardware:

4 desktops connected via a LAN, 2 laptops, Hard disk space: 30 GB, 6 GB. Processors: 700, 300 MHz

Current installed software:

- Operating Systems: French**:** NT4 Server, NT4 Workstation, 98SE, 95OSR2, Warp 4 / US**:** Warp Connect 3.1.

- Applications (French Domino Server R5.07a (Intl)/R4.6.4, Lotus Notes R5.07a (Intl)/ R5.05 (Intl)/ R4.6.4 + R5.0.8(US), Lotus SmartSuite 9.6 (French/US) / QuickPlace / Domino.Doc / Workflow / Sametime, MS Office, Adobe Acrobat 4.0

- Internet Browsers: French IE 5.x/Netscape 4.7

- Other Translation Tools: Lxp UI Suite 2.0, Lotus DGW

Communications equipment:

Modem: 56K V90

ISDN line: (ADSL line contemplated)

FTP client: WS_FTP Pro 6

EDUCATION AND QUALIFICATIONS

BEATRICE DE SAINT SAUVEUR

Year	University, city and country
1973	Lycée International de Saint-Germain-en-Laye, France **Degree** Baccalauréat Economique - Mention Bien
1973-1977	European Business School (EBS), Paris (France), Frankfurt (Germany), London (Great Britain) **Degree** **1975**: British Chamber of Commerce (passed with merit) **1977**: European Business School Diploma
1982-1985	Université de la Sorbonne Nouvelle Paris III **Degrees** **1982 :** DEUG Anglais, Option Traduction **1983 :** Licence Anglais, Option Traduction **1985 :** Juin 1985 : Certificat d'Etudes Supérieures 2e cycle : "Questions de traduction et de stylistique comparée", "Mention Très bien". Octobre 1985 : Maîtrise Anglais, option Traduction, Mention Bien, after completion of the following research work : Translation of two short stories from Angela Carter (Fireworks) Stylistic work entitled 'Commentaire de stylistique comparée : la traduction des métaphores'.
1985-1986	Université de Paris VIII, France : Technical Translation in Computer Science **Degree** DESU – niveau Maîtrise : Traducteur Technique Mention Informatique, mention Très bien

HENRI WIRBEL

Year	University, city and country
1972	**Degree** Baccalauréat Economique Mention Bien
1982-1986	Université de la Sorbonne Nouvelle Paris III **Degrees** **1983:** DEUG Anglais, Option Traduction **1985:** Licence Anglais, Option Traduction **1986**: Maîtrise Anglais
1986-1987	Université de Paris VIII, France : Technical Translation in Computer Science **Degree** DESU – niveau Maîtrise : Traducteur Technique Mention Informatique
1998	Lotus Domino System Administration course (provided by QA Training, in Ascott, a Lotus Authorised Education Centre)

Rates for 2002

1. Localization tasks that cannot be measured in words	**Euros**	**Comments**
Hourly Rate (Paris office)	€ 40,00	Examples of tasks included : translation and localization tasks that cannot be measured in words, linguistic consultancy, technical verification & validation of the translated product, functional testing, performance evaluation, etc.
Hourly Rate out of our Paris office	from € 40,00 to € 44,00	plus travel, boarding & lodging expenses
2. Translation		
A) Word rate (Doc and Help)	from € 0,10 to € 0,12	This task includes translation, use of supplied terminology, and checking technical correctness & software consistency, when possible.
B) Word rate (Software)		
Translation and layout	from € 0,12 to € 0,15	This rate applies to user interface, tours, tutorials, etc. It includes resource editing, adhering to maximum length restrictions, translating hit letters and acceleration keys (ensuring no duplication), use of supplied terminology, checking technical correctness and layout.