Manage Translations

Contents

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Chapter

1

Overview

Topics:

About Manage Translations Page Tasks

You can use the **Manage Translations** page to manage all the translatable strings that are displayed throughout APM for all Security Users whose APM Culture and Language settings correspond to a set of installed translation files. You can access this page from the Configuration Manager.

You can perform the following tasks on the **Manage Translations** page:

Note: You must belong to MI Configuration Role Security Group to access this page.

- Download the following types of translations to a Microsoft Excel file, which you can use to review and customize the translations:
  - Baseline metadata or UI string translations
  - Custom metadata or UI string translations
  - Selected metadata or UI string translations
  - Untranslated metadata strings
- Upload custom metadata string translations to APM:

Any changes that you make to a translation file using this tool will be applied wherever the affected translation is used.

The **Manage Translations** page contains the following workspaces:

- **UI Strings**: Provides options that you can use to manage UI string translations.
- **Metadata Strings**: Provides options that you can use to manage metadata string translations.

About the Microsoft Excel File for Translations

UI string and Metadata string translations are stored in APM as MTM files. You can download the translations to your local machine, where they will be converted to Microsoft Excel files so that you can work with the translations. After you are finished, you can upload the Microsoft Excel file, and the APM system will create or update the MTM files stored in the APM as needed.

The name of each Microsoft Excel file appears as <Language>.xlsx, where, <Language> is the language into which the UI or metadata content is translated.

Each row in the Microsoft Excel file represents one string that is translated into the language indicated by the file name. For each string, additional information is displayed in the following columns:

- **Word**: The default string. This is the string whose translation you can manage in that row.
- **Translated Word**: The translation for the string that appears in the **Word** cell in that row. This is the only value that you should modify in the Microsoft Excel file. Before you customize a translation, you should know how to work with translations in the Microsoft Excel file.
- **Name**: This value is used by APM system.
- **Path**: This value is used by APM system.
- **Accessed**: This value is used by APM system.
- **Fit**: This column is not used.

Important: Except for values in the **Translated Word** column, you should not modify any of the values in the Microsoft Excel file.

About Working with Translations in the Microsoft Excel Files

When you open a Microsoft Excel file containing translations for a language, you should modify only the strings that are stored in the **Translated Word** column. Before you do so, you should review the following guidelines:

- If a string includes {0}, {1}, {2}, and so on, you should not modify the numeric value or remove the brackets { }. These values are used by APM system.
- If a string includes an ampersand (&), such as (&S), you should not remove the & symbol, change the letter of the alphabet that appears beside the & symbol, or remove the parentheses that appear around the & symbol and the letter of the alphabet. These values are used by APM system.
- If a string includes special characters such as a colon (:) or ellipsis (...), you should not remove these characters. These characters are used by APM system.

Note: If you remove the characters described in the preceding bullet points, when you try to upload the Microsoft Excel file containing that translation, all the translations will be uploaded to theAPM, with the exception of the translation from which the required characters are missing. In this case, an error message will appear, indicating which translations were skipped for this reason. If you see this message, you can use the list of skipped translations in this message to correct the issues in the Microsoft Excel file, and then upload the translations again. If all the errors are corrected, all of your translations will be uploaded to APM.

About the APM Culture and Language Settings

The APM Culture setting is the value in the **Culture** drop-down list box in APM Security User records. The APM system uses this setting to determine the time zone and number formats that are displayed when a user logs in to a APM. This setting does not affect the language that users see in APM.

The APM Language setting is the value in the **Language** drop-down list box in APM Security User records. This list contains only the translations that you have purchased and installed. The APM system uses this setting to determine the language that users see in the interface.

Before a user can see the translated strings in APM, their Security User record must be updated to the corresponding Language setting.

The following table translations are currently available for APM:

- Chinese (simplified)
- Dutch
- French
- German
- Italian
- Japanese

    Note: Japanese is not currently available for Rounds Data Collection on Windows mobile devices.
- Portuguese (Brazilian)
- Polish
- Russian
- Spanish

About the Translation Files

Translations for APM are stored in files with the .MTM extension. By default, two files are provided for each supported language that you purchase:

- One file stores the baseline translations for UI strings.
- One file stores the baseline translations for metadata strings.

The translation files are named according to the abbreviation for the culture associated with the language that is stored in that file. For example, the Spanish translation file is named es.MTM, where es is the abbreviation for Spanish.

If you customize baseline translations or add new translations, custom translation files will be created automatically to store those translations. For example, suppose that for Spanish, you want to modify the translation for the baseline string Equipment. Suppose that the same string Equipment appears both as a button label (UI string) and as a datasheet caption (metadata string).

To modify a translation, you can download to your local machine the translations stored in the appropriate translation file from the APM. These translations will be downloaded to a Microsoft Excel file, which you can use to modify the translations. After you modify the translation strings, you can upload the Microsoft Excel file, and the APM system will automatically convert that file to a translation file (that is, with the extension MTM) and save it.

The APM system will display only the strings that are stored in translation files in APM. If you have uploaded custom translation files, the APM system will use your custom translations instead of the baseline translations.

About Types of Strings in APM

APM contains the following types of strings:

- UI Strings

  APM displays textual content on various user interface components such as pages, buttons, links, tiles, and so on. If a translation file is installed, the text will be displayed in the language that is based on the language setting for the APM Security User. You can customize these translations.
- Database Strings

  APM displays the database content, such as asset strategy templates, inspection recommendation content, taxonomy reference tables, APM query results, and so on. The database content is not translated.

  Note: The content within baseline records are not translated (for example, if we have a baseline record that contains a field, Location, and the field contains a value, the string Location is translated, but the value in that field is not translated).
- Metadata Strings

  APM displays the metadata content, such as datasheet captions, family captions, field captions, error messages, system codes, states, and so on. These strings appear throughout APM. If the associated translation files are installed, the metadata strings will be displayed in the language based on the language setting for the APM Security User. By default, metadata strings are translated for all supported languages. You can customize these baseline translations.

  If you create your own metadata content (for example, a new family with fields and datasheets), for each string that you use, if a baseline translation does not exist, you must provide the translation in each language in which you want the string to appear. If a string does not exist in the translation file for

any language that you have installed, the string will be displayed in English to all users, regardless of their APM language setting.

About Translatable Metadata Strings

When you create or customize metadata string translations, a custom metadata string translation file is created automatically in APM. If you want custom translations to appear in APM, you will need to upload your custom metadata string translations to the APM.

You can translate metadata strings from the following locations:

- The **Manage Translations** page in the Configuration Manager: From this location, you can download the baseline metadata string translations to a Microsoft Excel file, modify the translations, and then upload the Microsoft Excel file to the APM. You can also use download your custom metadata string translations, customize the translations, and then upload the modified file.

- The **Localize <Strings>** window, which is accessible from the 🌐 buttons that appear throughout APM wherever you can translate a metadata string. From this location, you can add or modify metadata string translations using a grid, and they will be uploaded to APM automatically.

Custom translation files will be used instead of the baseline translation files. Because only one custom metadata string translation file can exist per language, after you create a custom metadata string translation file, if you want to make further changes, you should download your custom metadata string translation file, customize the translations, and then upload it again. The most recent file that you upload will be the file that is used by the APM system.

Metadata strings are case sensitive. This means that if the metadata string translation file contains a translated string that contains a capital letter, and you create a translation for the same string except it contains a lowercase letter, the string with the lowercase letter will be considered a new custom string (because it did not already exist in a translation file). For example, if the string, Produce (capitalized) exists in a translation file, when you create a query named produce (lowercase) and translate it, the string produce and its translations will be added to a custom translation file.

The following lists identify the metadata strings that can be translated. You can use these lists as a reference when you are translating metadata strings.

In Configuration Manager, you can provide translations for the following items:

- Family captions
- Field captions
- Field help text
- Datasheet captions (standard datasheets and custom-layout datasheets)
- Datasheet section captions
- Unit of measure (UOM) captions
- System Code Table descriptions
- System Code descriptions
- State captions
- State roles captions
- State operations captions

About UI String Translations

You can modify the baseline UI string translations using the **Manage Translations** page in the Configuration Manager. On this page, you can download the baseline UI string translations to a Microsoft

Excel file, customize the translations, and then upload the Microsoft Excel file to the APM. When you do so, a custom application string translation file will be created automatically, and will contain all the UI string translations, including your custom translations. This custom translation file will be used instead of the baseline translation file.

Because only one custom UI string translation file can exist per language, after you create a custom UI string translation file, if you want to make further changes, you should perform the following steps:

1. Download your custom UI string translation file.
2. Customize the translations.
3. Upload the translations again. The most recent file that you upload will be the file that is used by the APM system.

If you delete a custom UI string translation file, the APM system will automatically use the baseline UI string translation file.

Access the Manage Translations Page

Procedure

In the **Applications** menu, navigate to **ADMIN** > **Configuration Manager** > **Manage Translations**. The **Manage Translations** page appears.

Baseline Translations Customization Workflow

This workflow provides the basic, high-level steps for using this feature of Configuration Manager. The steps and links in this workflow do not reference every possible procedure. For more procedures, refer to the links in the Related Information section.

1. Download the baseline UI or metadata string translations.
2. Open the Microsoft Excel file and review the translations.
3. Make changes to translations as needed.
4. Upload the Microsoft Excel file containing your UI or metadata string translation changes to APM.

Custom Metadata String Translation Workflow

This workflow provides the basic, high-level steps for using this feature of Configuration Manager. The steps and links in this workflow do not reference every possible procedure. For more procedures, refer to the links in the Related Information section.

1. Download your untranslated metadata strings to a Microsoft Excel file.
2. Open the Microsoft Excel file and provide translations as needed.
3. Upload the Microsoft Excel file containing your translations to APM .

Note: As you create custom metadata content in APM, you can translate those individual custom metadata strings from the **Localize <Strings>** window.

Add a Language

About This Task

This topic describes how to add a language for translation and download the baseline strings for UI and metadata of a pre-existing feature, which are then sent to the vendor.

Procedure

1. Access the **Manage Translations** page.
2. Select ╋.
   The **Add New Language** window appears.
3. Select the language that you want to add.
4. Select 🖫.
   The language is added.
5. If you want to download the baseline strings for UI and metadata of a pre-existing feature:

   a) Select ⤓.
   b) Select **Download Baseline Translations**.

   The baseline translations are downloaded an Excel spreadsheet and sent to the vendor.

Chapter

2

Manage the Customization of the Baseline Metadata String and UI String Translations

Topics:

Download Baseline Metadata or UI String Translations

About This Task

The following instructions provide details on downloading the Metadata or UI string translations that are provided by APM to a Microsoft Excel file.

You can use this file to review the baseline metadata or UI string translations and make changes, if needed. If you modify the baseline translations, you can upload those changes so that the APM system can use your custom translations.

Procedure

1. Access the manage translations page.
2. Select the language from the drop-down list box whose translations you want to download.
3. Select either the **Metadata Strings** or **UI Strings** section.
4. Select ⬇.
   A list of download options appears.
5. Select **Download Baseline Translations**.

Results

The Microsoft Excel file containing the baseline Metadata or UI string translations for the language that you selected appears.

Download Custom Metadata or UI String Translations

About This Task

After your system contains custom Metadata or UI string translations, you may want to review these custom translations. The following instructions provide details on downloading to a Microsoft Excel file the existing custom Metadata or UI string translations that are stored on APM.

Procedure

1. Access the Manage Translations Page.
2. Select the language from the drop-down list box whose translations you want to download.
3. Select either the **UI Strings** or **Metadata Strings** section.
4. Select ⬇.
   A list of download options appears.
5. Select **Download Custom Translations**.

Results

The Microsoft Excel file containing the custom Metadata or UI string translations for the language that you selected appears.

Download Selected Metadata or UI String Translations

About This Task

You can download an individual Metadata or UI string from the database by selecting the check box provided in each row. The following instructions provide details on downloading to a Microsoft Excel file the selected Metadata or UI string translations that are provided by APM.

You can use this file to review the selected Metadata or UI string translations and customize them, if needed. If you customize the translations, you can upload those translations, and APM system will then use your custom translations.

Procedure

1. Access the Manage Translations Page.
2. Select the language from the drop-down list box whose translations you want to download.
3. Select either the **UI Strings** or **Metadata Strings** section.
4. Select one or more check boxes on each row for which you want to download the translations.
5. Select ⤓
   A list of download options appears.
6. Select **Download Selected Translations**.

   Note: If you select the **Download Selected Translations** option without selecting the check box, an empty Microsoft Excel file is downloaded.

Results

The Microsoft Excel file containing the selected Metadata or UI string translations for the language that you selected appears.

Download Untranslated Metadata Strings

About This Task

Untranslated Metadata strings are translatable metadata strings that you have added to your database for which no translation currently exists. The following instructions provide details on downloading untranslated metadata strings to a Microsoft Excel file. When you do so, the APM system will download to a Microsoft Excel file only the translatable strings that exist in your database and that do not have a corresponding translation. You can use this file to provide translations for your untranslated custom metadata strings.

Procedure

1. Access the Manage Translations Page.
2. Select the language from the drop-down list box whose translations you want to download.
3. Select the **Metadata Strings** section.
4. Select ⤓
   A list of download options appears.
5. Select **Download Untranslated Metadata**.

The upper-right corner of the page displays the downloading progress and after **Download Successful** status, the Microsoft Excel file gets downloaded on your system.

Results

The Microsoft Excel file containing the untranslated Metadata string for the language that you selected appears.

Upload Custom UI or Metadata String Translations

About This Task

The following instructions provide details on uploading your custom UI or Metadata string translations to APM. These instructions assume that your machine contains a Microsoft Excel file in which you have customized UI or Metadata string translations in the respective string translations file.

After you upload your custom UI or Metadata string translations, the APM system will use your custom translations.

Procedure

1. Access the Manage Translations Page.
2. Select either the **UI Strings** or **Metadata Strings** section.
3. Select **Upload Custom Translations**.
   The **Upload Custom File** window appears.
4. Select **Select File** or drop the file in the **Drop file here** box.
   The **Open** window appears.
5. Navigate to the Microsoft Excel file containing the custom UI or Metadata string translations that you want to use, and then select **Open**.
   The selected file appears in the **Upload Custom File** window with the **Ready to upload** message.
6. Select **Upload** to send a copy of your custom translations to APM or select **Cancel** to cancel the upload.
   The uploading status appears on the **Upload Custom File** window.
7. When the **Upload Successful** message appears, select **Done**.
   The **Upload Custom File** window disappears.

   Note: To send a copy of your translations to APM automatically, you must be logged in as a Security User with a valid email address.

   Note: The **Upload Custom File** window indicates the translations that were not uploaded. Check the Microsoft Excel file, and then upload the file again.

   Note: If the app server cache is not updated while saving or uploading custom translations using the localization UI, select **Refresh Server Cache** to manually update the app server cache for UI and Metadata strings.

Customize the Translated Term Value

About This Task

You can customize the **Translated Term** value. This topic describes how to modify, undo, and save the translated term value.

Procedure

1. Access the Manage Translations Page.
2. Select either the **UI Strings** or **Metadata Strings** section.
3. Select a value from the **TRANSLATED TERM** column for the translation that you want to modify.
   The modifiable field appears.
4. Modify the field value.

   The **TRANSLATED TERM** displays the modified value and the **STATUS** column displays ✏️.
5. Select 🖫.

   The **STATUS** column again displays ✓ and **SHOW BASELINE** column displays ⓘ.

   Note: Select ⓘ to see the baseline translated term value.
6. To undo the modification, select ↰.
   Your changes will be reverted to the baseline value.

   Note: You can undo your modifications only before saving the changes.

Results

The modified Translated Term value appears for that row.

Chapter

3

Manage the Customization of Individual Metadata String Translations

Topics:

About the Localize <Strings> Window

You can use the **Localize <Strings>** window to translate the certain metadata strings that appear throughout the APM, where <Strings> indicates which string will be translated. When you translate a string in this way, you are creating a custom metadata string translation and adding it to a custom metadata string translation file.

The ⊕ button appears throughout the APM. This button typically appears to the right side of text boxes in which you will type the string that you want to translate. The string that is displayed in that text box will always be the default string (that is, the language in which it will appear). If you see this button, you can translate that string. This button provide access to the **Localize <Strings>** window.

The title bar on the **Localize <Strings>** window will vary depending on your access point. For example, if you access the Localize <Strings> window from a Caption box for the Action family in the Configuration Manager, the title bar will contain Localize Action, where Action is the caption of the Action family.

The **Localize <Strings>** window contains the following items:

- **Default Value**: A text box that contains the default string that was originally written and for which you can provide translations.
- **Culture**: Contains the names of the languages whose metadata string translation file (custom or baseline) contains a translation for the default string. Each **Culture** cell contains a list of all the languages that are available in the APM system. You can select from this list the name of the language into which you want to translate the default string.
- **Value**: Contains the translated string for the language that appears in the **Culture** cell in that row. This value is determined by the string that exists in either the custom or baseline metadata string translation files that are stored in the APM. You can enter a value directly in the **Value** cell. The combination of the translated string in the **Value** cell and the language specified in the Culture cell in that row make up the translation for the default string.

Note: If you create a custom metadata string translation for a language that is not currently available in APM, a custom metadata string translation file will be created for that language automatically. Additionally, APM will display any metadata string translation that exists in that file if your APM Culture setting corresponds to the translation file that is stored in the APM.

You can use the **Localize <Strings>** window to:

- Modify existing translations for specific strings.
- Add new translations for specific strings.

Access the Localize <Strings> Window

Procedure

- The ⊕ button appears throughout APM. Anywhere this button appears, select ⊕.
  The **Localize <Strings>** window appears.

Add New Translations for Strings

About This Task

The following instructions provide details on creating a new translation for a string using the **Localize \<Strings>** window. A new translation for a string is one that does not exist in a metadata string translation file.

After you add a new translation for a string in this way, the APM system will use your translation throughout APM.

Procedure

1. Access the **Localize \<Strings> window** from the string that you want to translate.
2. In the **Value** column, select the cell for the appropriate language, and then enter the translation for the string.
3. Select **Save**.
   The **Localize \<String>** window closes and your changes are saved. The next time a user whose APM Culture corresponds to that language, will see the string that you have translated.

Modify Existing Translations for Strings

About This Task

An existing translation for a string is one that is currently stored in a metadata string translation file that exists in the APM. If you modify a translation that is stored in the baseline metadata string translation file, a custom metadata string translation file for that language will be updated automatically, or created automatically (if a translation file does not yet exist).

The following instructions provide details on using the **Localize <String>** window to modify an existing translation for a string that appears in the APM.

Note: If you are modifying translations in a language other than the one in which the string was originally created, if you modify the original translation, that change will not be saved. You cannot modify the default string.

After you modify an existing translation for a string, APM system will use your translation throughout the application.

Procedure

1. Access the **Localize <String>** window from the string whose translation(s) you want to modify.
2. In the grid, locate the rows containing the translations that you want to modify.
3. In the **Value** column, as needed, modify the text specified against the Cultures.
4. Select **Save**.
   The **Localize <String>** window closes, and your translations will be used throughout APM.

Deployment and Upgrade

Topics:

Deployment

Deployment

Refer to the deployment information here Deploy Manage Translations for the First Time.

Upgrade

Upgrade

Refer to the upgrade information here Upgrade or Update Manage Translations to V5.1.2.0.0.

Chapter

5

Reference

Topics:

- General Reference

General Reference

Supported Languages for Translation

License Requirements

Each language for translation available in the APM system is enabled by activating a specific license. Licenses for language translation are named Language-<Supported Language>, where <Supported Language> is the name of a supported language. The following languages are supported:

- English
- Spanish
- Japanese
- Simplified Chinese
- Russian
- Portuguese
- German
- French
- Dutch
- Italian
- Polish

Field Descriptions

UI Strings and Metadata Strings Window

The following table describes the fields that are available in the **UI Strings** and **Metadata Strings** window:

Field	Description
Status	Displays status of the translation. If it is edited and unsaved, it displays ✎. Upon saving, it displays ✓.
Show Baseline	Select ⓘ to see the baseline translation from the row for which the custom translation is done.
Name	Name of the translation.
English Term	English value of the translation.
Translated Term	Translated value of the selected language.
Path	The translation path.
Date Updated	The last updated date of the translation.