

NEOATLAS®

YOUR TRANSLATION PARTNER

**NeoAtlas Traducciones, S.L.**

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# NeoAtlas®

## Corporate presentation



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# 1 – NeoAtlas presentation

## 1.1. Brief introduction

NEOATLAS TRADUCCIONES S.L. is a translating company with headquarters in Madrid, Spain. Our motto is providing quality service and personalized customer service.

We have ample experience in translating projects with renowned institutions both private (BP, Bull, D Link, Ericsson, Pearson...) and public (European Commission contractors) that demand the highest translating quality, meeting deadlines, and flexibility in the execution.

## 1.2. Mission and goals

In NeoAtlas we know how vitally important it is to care for every detail in your communications strategy. Minimizing errors involves maximizing the number of successes, and that is why we provide a team of highly qualified professionals capable of satisfying your needs and requirements, proposing a new concept in terms of translation: CUSTOMIZED TRANSLATION.

Demanding from ourselves even more than is demanded from our clients, we can offer translations that really collect and convey to the translated language all the nuances and details of the original one. Listening and responding at all times to the client's indications, and maintaining a close and permanent contact with the company, we create a fluid communication flow between NeoAtlas and the client. For this purpose we place all our available resources at your disposal: telephone, fax, email, etc. In this regard, and as a result of our experience working with multinational companies, we have learned to interact with our clients not as an external service provider, but as a part of their organizations.

*Keys to personalized translation:*

- 1. Providing quality professional services, on schedule and on budget.*
- 2. Assigning the same translators to the same clients.*
- 3. Developing a follow-up strategy to evaluate our performance.*
- 4. Unifying project terminologies and automatizing processes.*
- 5. Implementing and maintaining a quality control system with continuous internal evaluation and assessment.*

### 1.3. Services

NeoAtlas offers a wide array of translation and localization services for any type of document:

#### *General and specialized document translation*

- in electronic format, fax, and paper.
- use of translation memories with a personalized glossary for each client.

#### *Sworn translations*

- contracts, legal documents, financial statements.

#### *Software localization*

- electronic format (implementation with code and macros).
- compilation.
- code revision and debugging.

#### *Compilation and help file translation*

- electronic format (implementation with code and macros).
- compilation.
- revision.

#### *XML, HTML, web sites*

- web formats (code and macros).
- revision.

#### *DTP (final build)*

- of localizations.
- of general and specialized translations.
- of web sites.

#### *Personal assistance*

- quality control.
- personalized assistance.
- project follow up.
- creation and maintenance of glossaries and answers to terminology questions.

■ *For more information please visit our site at: [www.neoatlas.com](http://www.neoatlas.com).*



## 2.2. Quality

We are committed to providing quality translations, and place particular emphasis on the procedure followed and the professionals involved in each project. This means that we do not accept projects with unrealistic deadlines, but try instead to agree a reasonable timeframe with the client.

Once a project has been accepted, it is assigned to a translator with the required skills. This means not only the target language, but also the translator's area of expertise. We therefore work only with qualified professionals (translators with a specialist field and collaborators such as engineers, lawyers, etc. with translation experience).

Next, a proofreader checks the style, terminology, format, etc. and ensures that the client's requirements have been met. The proofreader also inspects printed samples, if the final document is to be printed, or checks that the design of a translated web site matches the original.

Finally, the changes made during proofreading are submitted to the translator as part of our ongoing development process (see flowchart above).