

Much more than a first-class translation company

English Services is a leading translation company based in the Netherlands and the preferred supplier to many well-known international companies. We offer much more than just first-class translations. In fact we provide a comprehensive package of services that will help you overcome language and cultural barriers in business.

Business communications

As most people speak English, it is all too easy to assume that communication is not going to be a problem. There are times however when speaking the same language simply isn't enough. Help and advice in cross-cultural communication can be an essential tool in avoiding awkward miscommunications and misunderstandings. Such misunderstandings can form a real barrier in international business and avoiding them is often the key to success. English Services can help you overcome these barriers.

Translation services

English Services handles all major languages. We specialise in translating legal documents (including certified and notarised translations), financial and insurance documents, technical documentation, websites and marketing materials. English Services is a member of the Association of Translation Companies, which means that we adhere to a strict code of professional conduct and carry full indemnity insurance to safeguard your interests.

Copywriting & Editing

Communication is all about choosing the right language, the right words and the right style. If you are targeting a new international audience it might be a good idea to consider working with bilingual professionals who are familiar with your business at home and in your new target markets. This is why English Services works in close collaboration with Thompson Media's experienced writers, editors and journalists to provide its customers with additional copywriting and editing services.

Consultancy services

Via our UK meets NL subsidiary we work with an extensive network of experts in a myriad of fields. We provide professional advice and practical support to companies wishing to expand to the Netherlands and beyond with the primary ambition of helping you achieve your international goals.

Please feel free to contact us with any questions you may have about cross-border business and multi-lingual translation services.

CHECKLIST

WHAT REALLY NEEDS TO BE TRANSLATED?

Translation is a vital element when communicating in a foreign language and for business documentation we recommend you use text wisely.

You could consider translating only the most relevant sections of existing documents, for example, to help produce new documents in the language(s) used in your target markets.

PLAN AHEAD

If your company has its eye on markets abroad, start looking for a professional translation company now. And once you start producing texts for translation, give them as much lead time as possible.

Consider producing an in-house glossary in advance. This is a great way to increase consistency and to ensure that the right terminology is used by the translator.

WHAT LANGUAGE DO YOUR READERS SPEAK?

Portuguese or Brazilian Portuguese? Dutch or Flemish? Register is also important. English for doctors or for healthcare consumers? For mechanics or car users?

EXPLAIN WHAT THE TRANSLATION IS FOR

A speech is not a website. A sales brochure is not a technical manual.

Style, word choice, phrasing and sentence length will all vary depending on where your text will appear and what you want it to achieve.

Professional translators are effective bridges between the languages they work in; they render the message of the original text, with appropriate style and terminology, in their native language.

FINALISE YOUR TEXT BEFORE STARTING THE TRANSLATION

Sometimes you have no choice. Sometimes deadlines are so tight that work on a translation must begin before you have finalised the original text. If this is the case, be sure to clearly mark any changes.

AN INQUISITIVE TRANSLATOR IS GOOD NEWS

No one reads your texts more carefully than a translator. Along the way, he or she may find sections or sentences that need clarification. This is good news for you, since it will allow you to improve the original.

RESIST THE TEMPTATION TO DO IT YOURSELF

Speaking is not writing. Oral fluency is unfortunately not enough to guarantee smooth, stylish writing. Even if you regularly negotiate successfully in English, French, German or Spanish, and spend lots of time in the countries where those languages are spoken, 9 times out of 10, once you write it down, it is immediately recognisable as "foreign".

RESIST THE TEMPTATION TO USE ONLINE TRANSLATIONS

Programs such as Google Translate are becoming increasingly popular. They can be extremely helpful for getting the gist of a message but should never be used for websites or outgoing written communications as they do not always make sense and can affect people's perception of your company.

TEACHERS AND ACADEMICS

Be careful who you ask to help you profile your company abroad. Teaching a foreign language is a demanding activity that requires a different set of skills to those needed to produce a smooth, stylish translation.

PROFESSIONAL TRANSLATORS WORK INTO THEIR NATIVE LANGUAGE

If you want a catalogue translated into Russian or Polish, the work will be done by a native speaker Russian speaker and a native Polish speaker.

PROOFREADING & EDITING

Have the final copy proofread by the translation company. Well-meaning non-linguists can sabotage an otherwise effective document.

Many printers and office staff may automatically 'adjust' foreign-language texts to bring them into line with their own standards.

French, for instance, has a space between a word and the colon that follows. In German, nouns take a capital. In Spanish and French, neither the months nor day of the week take capital letters.

HOW MUCH WILL IT COST?

Be realistic. How much time did it take to produce the original? How many words can a translator translate a day? Is it a rush-job, and does it need editing? The added value that a translation company offers has a price-tag, but it can save you hours of work.