



CCJK

Global Multilanguage Localization Service Provider



CONTENTS



About Us



Service List



Service Advantages



Quality Assurance



CCJK

CCJK focuses on AI industry, multimedia localization, document translation, localization, DTP desktop typesetting, website construction, software engineering and other businesses, extending its reach to Europe, The United States and Asia, building a barrier-free communication bridge for Chinese enterprises to go global and for foreign enterprises to enter China. After years of development, the company has a very perfect, strict localization translation job processing system and process, which can realize the success of most of Asian and European languages translation, localization into a global leader in the industry, customers all over the world, in all walks of life, success in many international famous company's high trust and long-term cooperation.

Our customers all over the world, the United States, the United Kingdom, Germany, South Korea, Singapore, Malaysia, Japan and many other countries, the company and many well-known enterprises have cooperation, including: Huawei, SF express, Samsung, Honda, Mini Cooper, Bentley, Miele, Sanyo, Citibank, Asia Banker, Liberty International Underwriters, Cisco, Nokia, Broadcom, Intel and so on

About Us • Company Department



Pakistan Branch

R&D、 Operation Marketing



Engineering Department

Localization Engineering Processing Center



Sales Department

Customer Development



Finance Department

Finance



Resource Department

Global Translators Development and Management



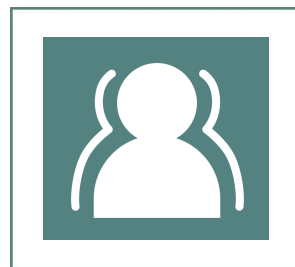
Language Department

Language Translation



Project Management Department

Project Processing Center



Human Resources Department

Recruitment、 Administration

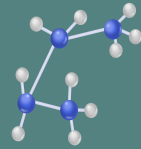
About Us • Client

Telecom industry



Huawei
VIVO

Biology and medicine



Johnson medical
Mindray Bio-
Medical Electronics

Mechanical automation



FANCU
BOSCH

AI

AI

Taojin
AppTekSCH

Energy chemical



General Electric
EVOQUA

Gaming



Changyou
Riot Game

E-commerce



Alibaba Group
Ebay

Multimedia



Chaoshen
Global Voice

Service List

Localization Testing

Test Plan Development
Expert User Testing
Localization Testing
Linguistic Testing:
1. Translation completeness
2. Spelling, grammar, punctuation, style, consistency
3. Terminology

Other Language Service

Glossary Creation
Terminology and Translation Management
Style Guide Creation
Linguistic Quality Assurance (LQA) Service
Certified Translations
Bilingual Testing
Technical Writing
Linguistic Validation
SEO Digital Marketing

Multimedia Localization

Transcription
Voiceover
Narration
Voice Dubbing
Dubbing
Subtitling
Audio
Postproduction
Video
Postproduction
Script Translation
Graphics Adaptation
Captioning
Audio Description

Translation & Localization

Audio localization
Video localization
Animation Localization
Media Localization
Software Localization
Website Localization
Mobile apps Localization
Game Localization
E-learning Localization
Marketing and training materials localization
Document Localization
Software Localization
Social media Localization
Text & Metadata Localization
Graphics Localization
Digital Localization

Service List

Voice Recording

Record Voice from the Microphone

Desktop Publishing and Layout Service

Multilingual Desktop Publishing (DTP)

Editing or Proofreading

Formatting checking
Light Post Editing
Full Post Editing

MTPE

Full Machine Translation
Post Editing
Light Machine Translation
Post Editing

Data Labeling

Data labeling, in the context of machine learning, is the process of detecting and tagging data samples

Interpretation

Consecutive
Simultaneous
On-site
Telephone and remote video

Transcreation

Copywriting
Marketing materials
Brand names evaluation
Design adaptation

Data Collection

Image Collection
Audio Collection
Video Capture
Text Collection
Questionnaire Collection
3D Point Cloud Data Acquisition

Service Industry

Anime & TV series

SubtitleDubbing
Script
ContractOther
information
Websites

AI

Natural language
processingLanguage
speech library
Language library
Font collection
Websites
Video
Other information
collection

Automotive

Registration documents
Vehicle insurance
Vehicle manual
Design resources
Safety documentation
Marketing material
Proposals
Contracts
Engine repair guidelines

Consumer product

Owner' s manual
Assembly instructions
Training materials
Product repair or recall
information
Maintenance and
troubleshooting guides
Storage or disposal information
Product safety rules and
regulations
Standard and technical
regulations
Consumer product reports

Service Industry

Technology

Process documents
User documents
Internal development
documentation
Marketing material
Troubleshooting report
Product feature
document
Release notes
Application Programming
Interface (API)
Contractual agreements

Business & Finance

Auditor reports
Finance claims
Financial assessments
Financial spreadsheets
Business plans
Business policies
Corporate policies
Financial compliance
manuals
Investor
Presentations
Company press releases

Travel & Tourism

Destination Guides
Travel Guides
Tour Descriptions
Travel Maps
Tourism Websites
Travel Brochures
Hotel Websites
Newsletters
Country Descriptions
Promotional Campaigns

Medical & Healthcare

Patient Reports
Physical
Examination Reports
Test Procedures
Clinical Trials
Discharge Summaries
Medical Researches
Drug Packaging and
Labels
Pharmacological
Studies
Medical Websites
Healthcare Surveys

Service Industry

Game

Online Games
Game Websites
Mobile Games
Console and PC Games
Gaming Software
Gaming Controls and GUIs
Promotional Material
Gaming Brochures
Newsletters
Gaming Instructions

Advertising & Marketing

Brochures
Press releases
Newsletters
Public Relations documents
Marketing plans
Business cards
Market researches
Sponsorship agreements
Websites
Advertising Software

Software

Software User interface (UI)
Resource Files
Software User Manuals
Website and Web Pages
Mobile Applications
Computer Applications
XML, HTML database files
Procedure
Manuals
Software Specifications
Programming Files

Technical & Engineering

Engineering Specifications
Bill of Materials
Material Safety Data Sheets
Installation Manuals
Operating Manuals
Safety Manuals, Documents
Engineering Data Sheets
Technical Proposals
Engineering Proposals
Construction Contract Quality agreement
Raw material specifications
Standard operating procedures
Force majeure
Mutual indemnification
Commercial terms
Confidential information
Intellectual property ownership
Master batch record

Service Language

A

Afrikaans
Albanian
Arabic
Armenian
Assamese
Asturian
Azeri

B

Basque
Belarusian
Bengali
Bosnian
Bulgarian
Burmese

C

Catalan
Chinese
Simplified
Chinese
Traditional
Croatian
Czech

D

Danish
Dutch

E

English
Estonian

F

Filipino
Finnish
French

G

Galician
Georgian
German
Greek

H

Hebrew
Hindi
Hmong
Hungarian

I

Icelandic
Igbo
Indonesian
Inuktitut

J

Irish
Italian
Japanese

K

Kazakh
Khmer
Kiswahili
Korean
Kurdish
Kyrgyz

L

Lao
Latvian
Lithuania
Luxembourgish

M

Macedonian
Malay
Malayalam
Maldivian
Maltese
Marathi
Mongolian

N

Nepali
Norwegian

O

Oriya

P

Persian
Persian(Farsi)
Polish
Portuguese
Punjabi

Q

Quechua

R

Romanian
Russian

S

Scottish Gaelic
Serbian
Sesotho sa Leboa
Setswana
Sinhala
Slovak

T

Tagalog
Tajik
Tamil
Tatar
Thai
Turkish
Turkmen

U

Ukrainian
Urdu
Uyghur
Uzbek

V

Vietnamese

W

Welsh
Wolof

X

Xhosa

Y

Yoruba

Z

Zulu

Service Advantages



20 years' experience in localization



160 + languages



Good at Asian languages



Strict quality management system
Complete Localization Process



Much experience in AI localization and Multimedia project localization



20,000 + native translators



Customize your language and localization service solutions



IT support:
Cloud Office project management system and online translation tool

2. Intelligent resource matching

Intelligent matching of appropriate linguists based on the industry and associated project records

1. Clear professional division

For each industry, reserving senior native linguists and establishing a strict elimination mechanism to ensure the overall quality

3. Human Quality Assurance

Check minor errors: numbers, spelling, typos, amount, date, font, format, etc; Check for missing translation, etc

4. Expert review

Check industry terms, professional expression, improve the quality, and make it conform to the writing habits of the target language



Quality Assurance • Solutions

At CCJK, client satisfaction is our priority and we pay special attention to provide every client with a frictionless experience with us. Our quality control system is in compliance with the ISO: 9001-2008 standards and we offer a blend of reliable, fast and affordable services.

To ensure seamless quality, we follow a carefully designed 5-step process and maintain high professional standards for every single project. Special measures are taken and content is reviewed twice before sending the completed project to the client to make sure it is free from errors and meets the highest industry standards.



Translation

We assign your project to our native experts who have expertise in your required language and translate your content meticulously while maintaining the tone and impact of the original text.



Editing

After all the major and minor errors are omitted, the editors compare the translated documents with the original text to ensure the delivery of consistent and flawless results that have the same impact in a different language.



Proofreading

After all the major and minor errors are omitted, the editors compare the translated documents with the original text to ensure the delivery of consistent and flawless results that have the same impact in a different language.



Final Review

As soon as the industry-specific experts are done with editing the content, the files are thoroughly reviewed by the designated project manager as the final check. He ensures that your requirements are met in order to maintain professional quality standards.



In-time Delivery

After the go-head by the project manager, we send you the translated files within the promised time.



1. Precisely Categorized Resources

Restructured our resource pool into 30 major industries and 3 quality levels. Each level has set the bottom line of quality score.



2. Upgraded translator rating system

Splitting quality rating from service rating, each translator has two ratings. Once trigger the bottom line of rating or top line of rating, RM will evaluate and increase/decrease/disable resources accordingly.



3. Team Restructuring

Separate PM team from AM team, set up PM Department and QA Department to improve delivery quality and resource quality.



ISO Quality Control System

Our quality control system strictly follows the ISO standards to ensure the quality and speed of every project



Strict Working Flow

CCJK's structured work-flow ensures consistency of quality across projects no matter the size. Every client enjoys the best we have to offer.



Dedicated Project Manager

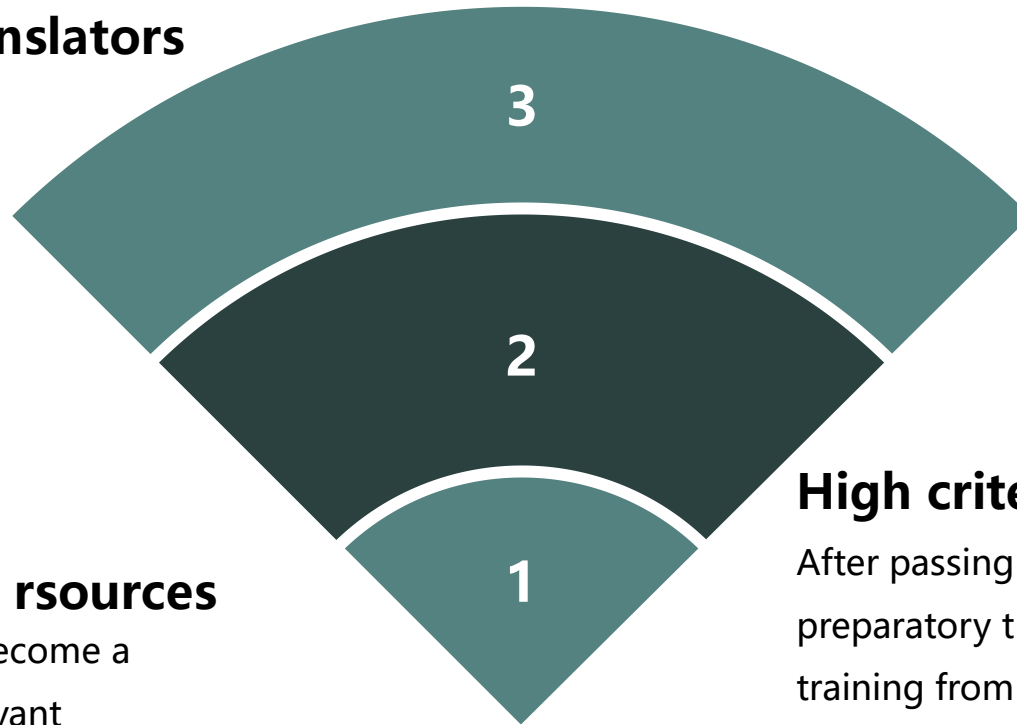
A dedicated project manager is assigned to each CCJK client, monitoring the work performed and responding to clients' ongoing/changing needs.

Quality Assurance • Resource Management

CCJK's resource management features: strictly control the standards of translators in various industries, update the level of translators in real time, and adopt strict promotion and elimination mechanisms to ensure the quality of Mars' delivery to customers.

The elimination system of translators

The elimination of translators whose score less than 3.2 points.



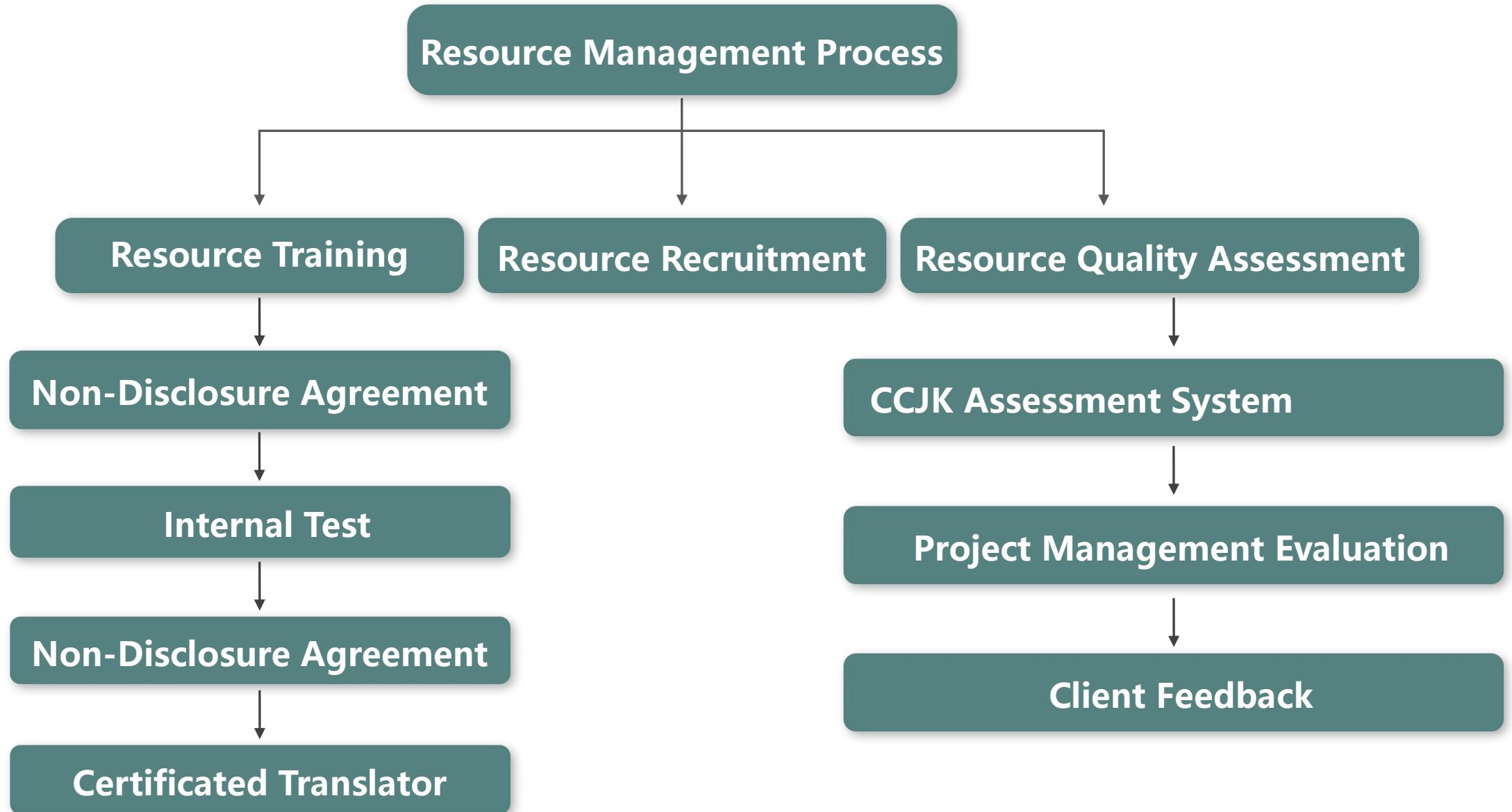
High criteria to entry for new resources

After passing the online test, he/she can become a preparatory translator and will receive relevant training from Mars Academy (common translation tools such as TRADOS and XBENCH).

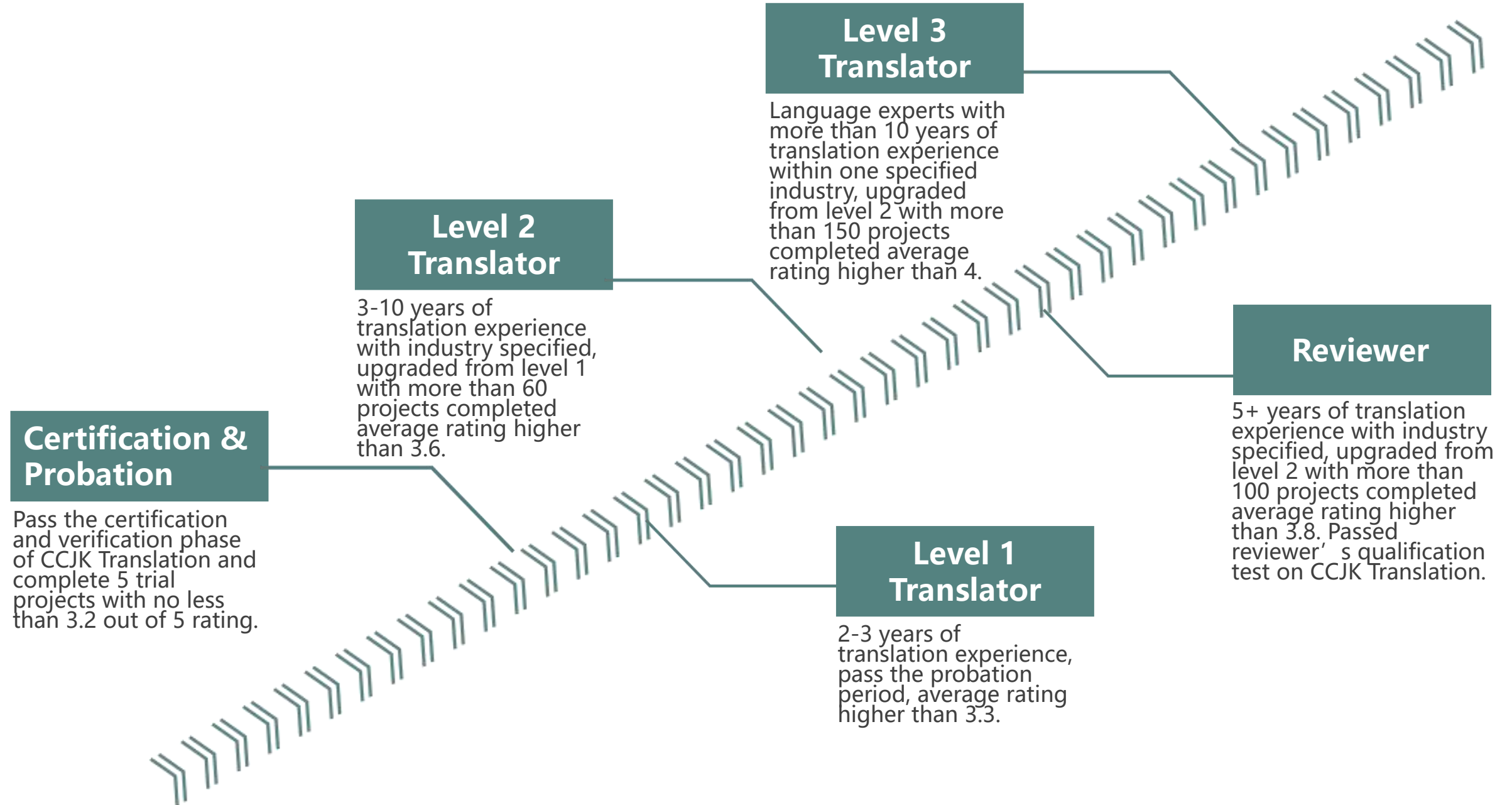
High criteria to entry for new resources

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Quality Assurance • Resource Management



Quality Assurance • Translator Level





Tailored to provide different resources allocation for different delivery requirements.

01



02

Check project progress online in real time, Break communication barriers, Communicate with project manager and interpreter in real time.



Plenty of resources, flexible combination, expert final check, meet the delivery time and quality balance.

03

04



Record and follow up the translators, reviewers and project managers of each project in the online project management system, Appeal to many objects.

Quality Assurance • Process Management

CCJK's structured work-flow ensures consistency of quality across projects no matter the size. Every client enjoys the best we have to offer.

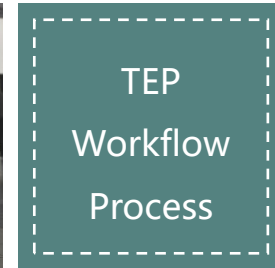
In the process of handling projects, we strictly follow industry standards:

- Select three high quality translators for translation, editing and proofreading;
- The content is reviewed twice to reduce the error rate and reach the highest standards in the industry.

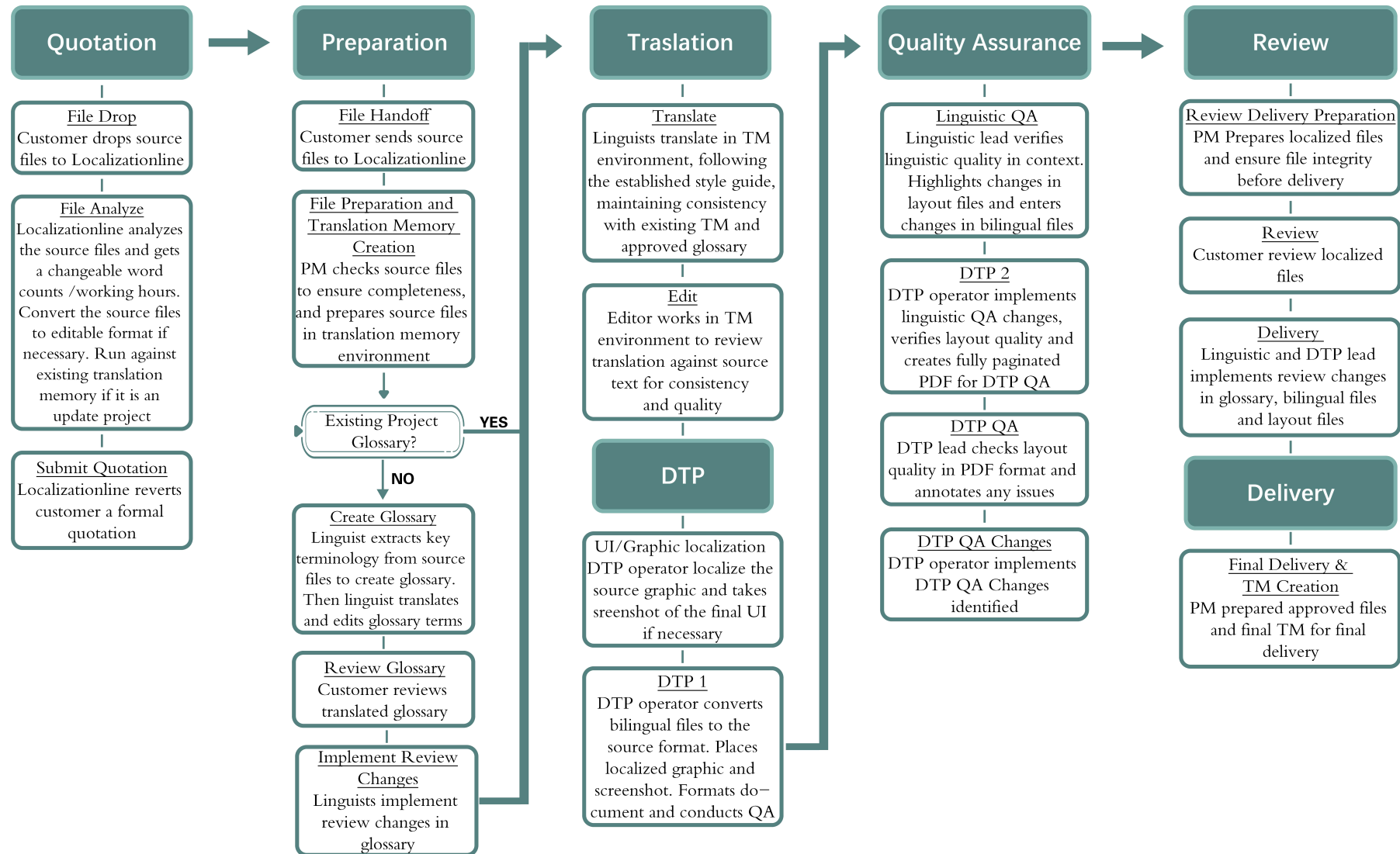
As an ISO certified company and a member of American Translators Association (ATA), each of our projects will be guaranteed the translation to be both technically and grammatically accurate.

Please refer to our diagram for detailed project management process. They are:

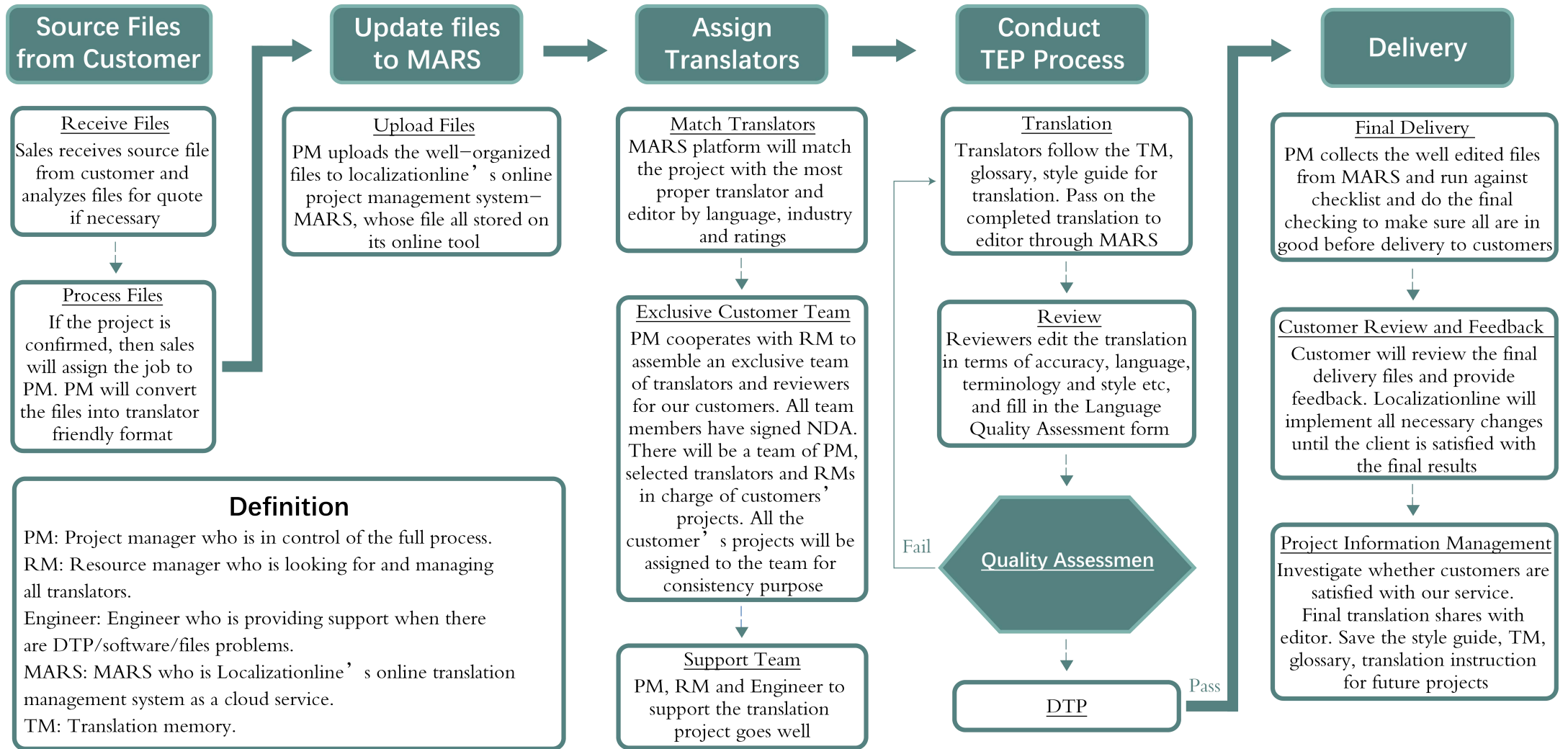
- Localization Process
- TEP Workflow Process
- Multimedia Localization Process
- Voiceover Process
- Data Collection Process



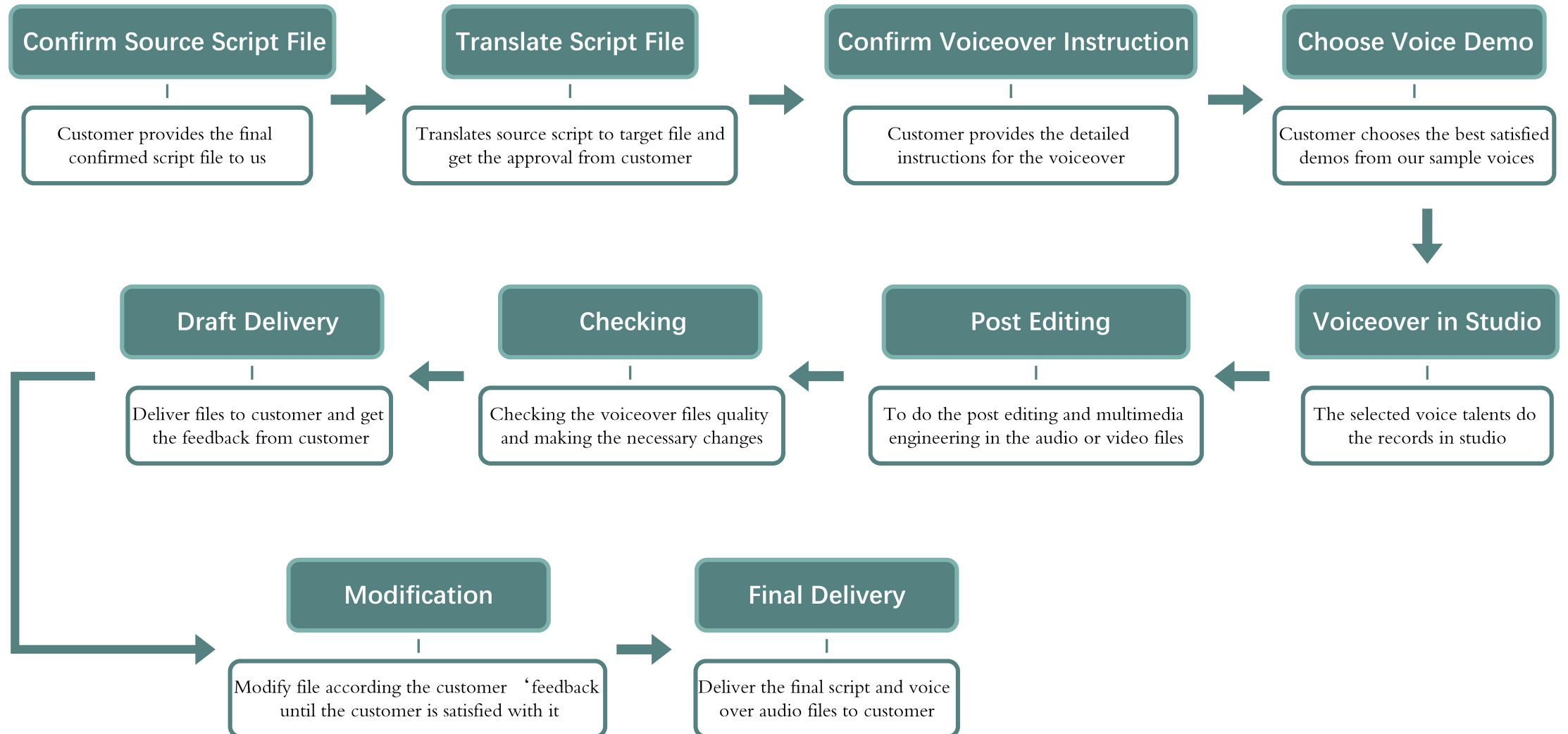
LOCALIZATION PROCESS



TEP WORKING PROCESS

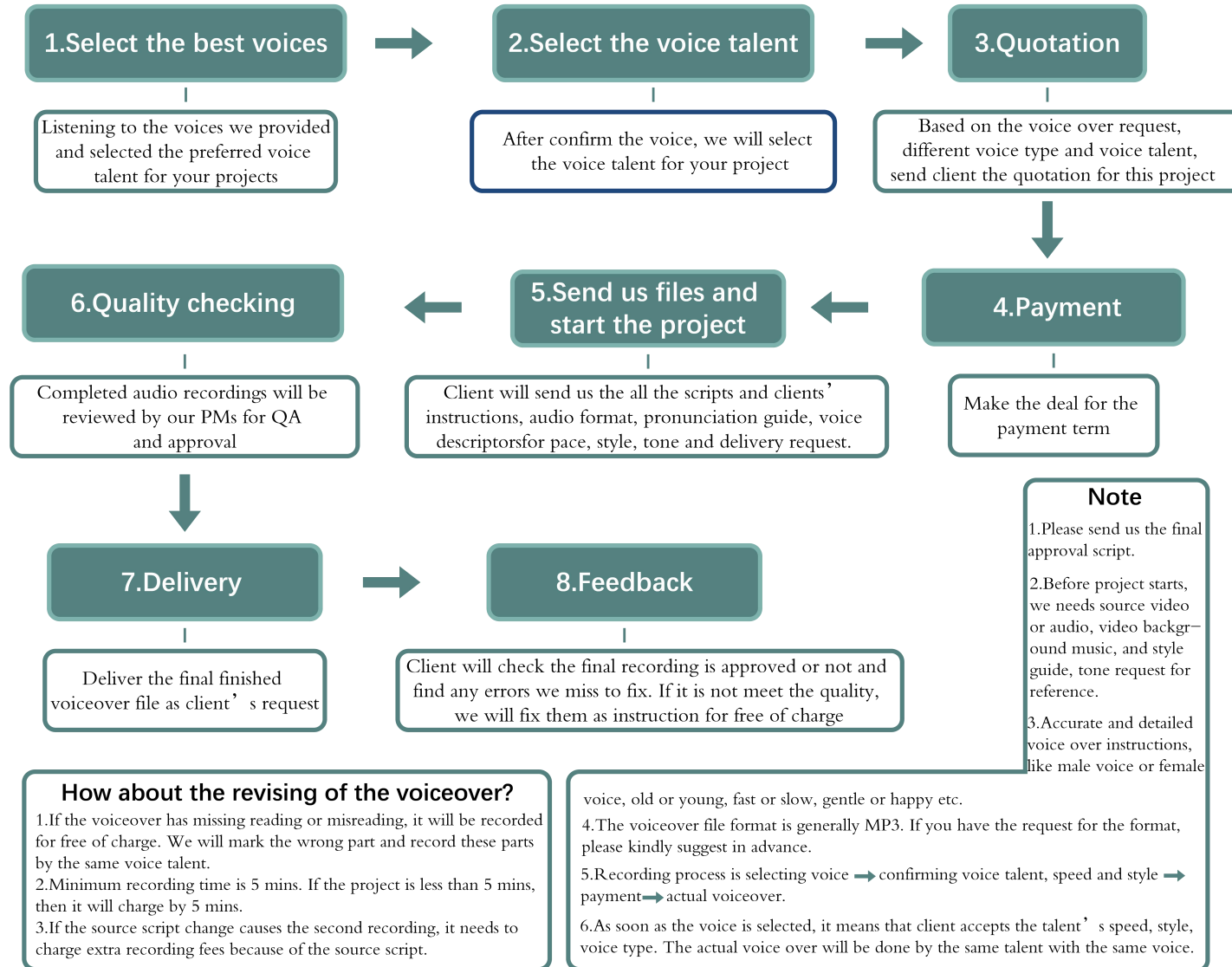


MULTIMEDIA LOCALIZATION PROCESS

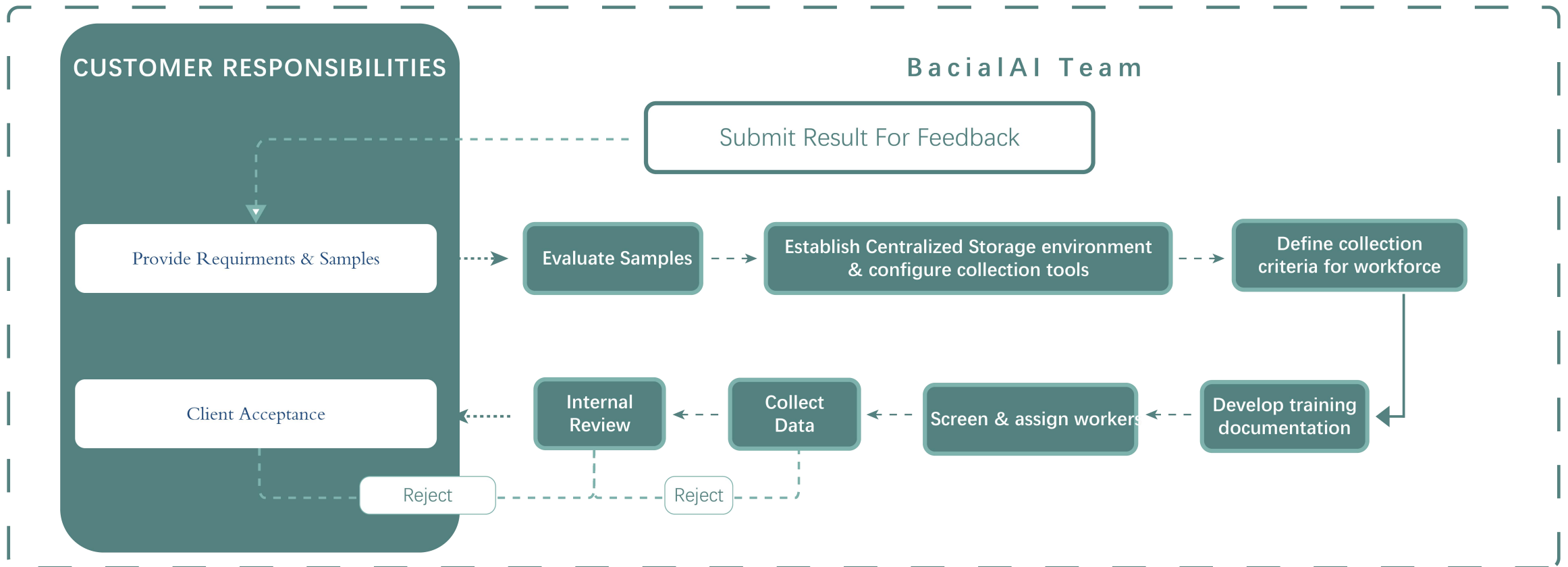


Quality Assurance • Voiceover Localization Process

VOICEOVER LOCALIZATION WORKFLOW



DATA COLLECTION PROCESS



CONTACT US



+86 151 1689 3753



rachel.long@ccjk.com



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Floor 8th, B1 China Electrical Software Zone, Yuelu Avenue, Changsha City, China