Mission. Logotec Language Services is an expert multilingual partner for your communication needs. We facilitate your interaction with customers and clients, providing strategic multilingual communication solutions to support the growth of your business into new markets. We place all of our experience and knowledge at your service to offer customized, powerful integrated solutions that will contribute to the development of your business on an international scale.

History. Logotec Language Services is established in 2001. Thanks to the innovative marketing efforts of the management team and to its quality-oriented services, Logotec Language Services becomes known on an international scale, significantly increasing its income and clientele. Its modern and flexible business model has continued to develop through the hard work and commitment of its qualified team. Our company’s motto is quality-targeted services at fair prices.

Team. Our team includes carefully selected professional translators and interpreters, desktop publishing (DTP) experts, and specialized proofreaders with additional studies in engineering, mechanics, IT, electronics, medicine, chemistry, law, finance, banking, and more. These professionals have at least 5 years’ experience in their fields and work only in their mother tongue in order to assure accurate work and high quality services. Moreover, Logotec LS has established partnerships with more than 100 worldwide professional language providers in order to attain the highest degree of professionalism and efficiency while adapting to target markets and cultures.

Logistics. We support the quality of our services with state-of-the-art computers (OS: Win XP, Vista Home Premium, Mac OS X), CD-RW and DVD-RW units, external drives and storage media for backups, standard software packages (including dictionaries, MultiTerm glossaries and encyclopedias), laptops, laser printers, scanners, faxes, a large bandwidth ADSL connection with an ISDN option and full internet access 24 hours a day. We use multi-trackware detection tools and an antivirus system, which is constantly updated and fully active for all incoming and outgoing information that we exchange with our clients and collaborators. All information submitted to us is therefore carefully stored, protected, and kept strictly confidential.

Profile

1. over 10-year tradition, experience and presence on the translation market
2. Use of professional translation resources (CAT tools, hard-copy or CD-ROM specialized dictionaries, online and internal reference materials and glossaries)
3. Use of exclusively native speaker language collaborators with more than 5-years’ full-time professional experience
4. Specific database/glossary creation and maintenance for every client
5. General database/glossary creation and maintenance for each field of expertise
6. Terminological consistency and uniformity with each new project for the same client (database updates and adherence to client-specific terminology)
7. Wide offer of single or package services, speed and flexibility
8. Concomitant management of multilingual projects by project managers
9. Professional second revision by field-specialists in the target languages
10. Orientation towards the customer and his needs

Quality Assurance

Achievements

Thanks to our commitment to quality-oriented services and the dedication of our professional staff, we have succeeded in:

- increasing our sales by more than 20 times as compared to the foundation year
- completing important multilingual projects of more than 3 million words every year, including additional custom-tailored services
- expanding our clientele and external collaborators all over the world, a result of an efficient international marketing policy

Work distribution per field of expertise

Our clients’ origin

Law, EU matters
Various
Technical field
Business
Finance
Medicine
USA and Canada
Australia
Japan
EU countries

Profile

History

Team

Logistics

Quality Assurance
Focusing on meeting the demands of an increasingly global marketplace, we offer a broad range of language solutions that facilitate international business communications.

**Translations**

At Logotec Language Services we seek to satisfy all of your translation needs for the most important linguistic combinations in a wide variety of specialist areas. From a simple communicative letter to the complex process of a software localization or a multilingual technical manual, we can provide you with internationalized content structure and multilingual delivery, thanks to our team of professional translators & our extensive network of international collaborators.

**Software Localization**

Unlike written documentation, localization is a complex process involving the work of more teams (project managers, translators and localization specialists). We can help you to localize your product and maximize your business in the target country. We localize manuals, marketing materials, branding, software interfaces, and websites for specific languages and countries. Only through this process does your product become technically adapted, linguistically precise, culturally appropriate, and easily accessible to target markets.

**Project Management**

The Project Manager plays a key role in coordinating the relationship between the translator, proofreader, and client and is responsible for the workflow process preparation. Usually a translator himself, he manages multilingual projects from beginning to end, keeping clients updated on the progression of the project and assuring the completion of the work in accordance with its deadline and quality requirements.

**Database Maintenance**

With the help of our professional translation tools, we are able to create and maintain comprehensive client-oriented or field-oriented databases as well as terminological glossaries, allowing us to fulfill individual client requests for specific choices of terminology in the target language. This ensures a high quality service with terminological consistency and precision throughout the partnership period, satisfying even the most exigent expectations.

**Desktop Publishing (DTP)**

The DTP is handled by specialists working in close contact with translators and project managers in order to adapt text and graphics wherever necessary in order to match the requirements of individual languages. We are experienced in text and image processing, desktop publishing, as well as in operating and managing various software in the field. We can manage formats for programs like FrameMaker, PageMaker, QuarkXpress, Photoshop, Adobe Acrobat, Interleaf, Visio, Illustrator, and others.

**Interpreting Services**

Logotec Language Services offers simultaneous or consecutive interpreting services for its clients who wish to succeed on an international scale. These services cover official or unofficial corporate meetings, conferences, workshops, vocational training courses, assistance to fairs or trades, and so forth. Our network of fully qualified technical and scientific interpreters covers most European languages.

**Language Courses**

Our language courses are mostly tailored to suit individual clients using the one-to-one tuition formula, or involve small groups with a limited number of students. Our native speaking tutors are highly qualified to offer language tutoring, focusing on the client’s field of work or his general interests in the target language or country. The student’s learning interests are stimulated through a pleasant and agreeable approach towards the subject matter with the support of a variety of teaching tools (CDs, course units and language books, audio or video cassettes, etc) combined with grammar, reading, and listening comprehension exercises.

**Subtitling**

Subtitling is the process of superimposing a written translation on a film that has dialogue in another language. The completed work can be supplied either as an electronic word file or as a text only file. Working with language specialists who provide subtitles in various target languages, Logotec Language Services offers a wide range of target languages to meet your requirements in this field.

**Transcriptions**

Logotec Language Services offers a fast and reliable transcription service. Working from CD’s, audio and videocassettes or electronic audio files, we can provide highly accurate transcriptions of all your audio and video recordings such as speeches, interviews, verbal questionnaires, advertisements, various meetings, and so forth. The completed transcription may be subsequently translated into other languages according to your needs. All transcriptions are completed by native speakers, and they are carefully reviewed and proofread before being delivered to the client.
Thanks to our team of professional native speaker translators and interpreters and to our extensive network of worldwide collaborators, we provide a wide range of services into and from the following primary and secondary languages (listed in alphabetical order):

### All the European Languages

<table>
<thead>
<tr>
<th>Country</th>
<th>Language</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albania</td>
<td>Albanian</td>
<td>SQ</td>
</tr>
<tr>
<td>Bulgaria</td>
<td>Bulgarian</td>
<td>BG</td>
</tr>
<tr>
<td>Croatia</td>
<td>Croatian</td>
<td>HR</td>
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<tr>
<td>Czech</td>
<td>Czech</td>
<td>CS</td>
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<td>Denmark</td>
<td>Danish</td>
<td>DA</td>
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<tr>
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<td>Dutch</td>
<td>NL</td>
</tr>
<tr>
<td>The UK/USA</td>
<td>English</td>
<td>EN</td>
</tr>
<tr>
<td>Estonia</td>
<td>Estonian</td>
<td>ET</td>
</tr>
<tr>
<td>Finland</td>
<td>Finnish</td>
<td>FI</td>
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<tr>
<td>France</td>
<td>French</td>
<td>FR</td>
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<tr>
<td>Germany</td>
<td>German</td>
<td>DE</td>
</tr>
<tr>
<td>Greece</td>
<td>Greek</td>
<td>EL</td>
</tr>
<tr>
<td>Hungary</td>
<td>Hungarian</td>
<td>HU</td>
</tr>
<tr>
<td>Italy</td>
<td>Italian</td>
<td>IT</td>
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<tr>
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<td>Latvian</td>
<td>LV</td>
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<tr>
<td>Lithuania</td>
<td>Lithuanian</td>
<td>LT</td>
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<tr>
<td>Macedonia</td>
<td>Macedonian</td>
<td>MK</td>
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<tr>
<td>Malta</td>
<td>Maltese</td>
<td>MT</td>
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<tr>
<td>Moldavia</td>
<td>Moldavian</td>
<td>MO</td>
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<tr>
<td>Norway</td>
<td>Norwegian</td>
<td>NO</td>
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<tr>
<td>Poland</td>
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<td>Portugal</td>
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<td>PT</td>
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<tr>
<td>Romania</td>
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<td>Russia</td>
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<td>RU</td>
</tr>
<tr>
<td>Serbia</td>
<td>Serbian</td>
<td>SR</td>
</tr>
<tr>
<td>Slovak</td>
<td>Slovak</td>
<td>SK</td>
</tr>
</tbody>
</table>

### Asian languages

<table>
<thead>
<tr>
<th>Country</th>
<th>Language</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saudi Arabia</td>
<td>Arabic</td>
<td>AR</td>
</tr>
<tr>
<td>China</td>
<td>Chinese</td>
<td>ZH</td>
</tr>
<tr>
<td>Japan</td>
<td>Japanese</td>
<td>JA</td>
</tr>
<tr>
<td>Korea</td>
<td>Korean</td>
<td>KO</td>
</tr>
<tr>
<td>Vietnam</td>
<td>Vietnamese</td>
<td>VI</td>
</tr>
</tbody>
</table>
When it comes to accurate translations in specific fields (such as engineering, medicine, law and business), Logotec Language Services is the best solution. We specialize in translations for technology or pharmaceutical companies, manufacturers of medical or technical devices, legal authorities, and national or international bodies and organizations, multinational corporations or other entities. Relying on our professional team and our extensive decennial experience, we provide language solutions for the following fields (listed in alphabetical order):

### Engineering and Technology
- Advanced Technology
- Aeronautics and Space
- Agricultural Engineering
- Agronomy
- Automotive Industry
- Building and Constructions
- Civil Engineering
- Coal and Steel
- Electronics
- Engineering
- Energy
- Glass & Ceramics
- Hardware
- Industrial Engineering
- Industrial Technology
- Information Technology
- Machinery and Tools
- Mechanics
- Metallurgy
- Oil and Gas
- Paper & pulp
- Plastics and Rubber
- Printing Industry
- Systems Analysis and Program Development (SAP)
- Software Localization and Documentation
- Security systems
- Semiconductors
- Telecommunications
- Textile Industry
- Transportation
- User’s manuals and Instructions
- Water industry
- Waste disposal
- Wood industry

### Medicine
- Anatomy
- Biology
- Botany
- Biotechnology
- Biomedical engineering
- Case Report Forms (CRF)
- Chemistry and Biochemistry
- Clinical trials
- Complementary and alternative medicine (CAM)
- Data sheets
- Dentistry
- Dental Equipment
- Genetics
- Immunology
- Life sciences
- Medical Appliances and devices
- Medical Forms and Queries
- Medical Instruments
- Microbiology
- Neurology
- Oncology
- Patient Questionnaires and Information
- Pharmaceuticals
- Pharmacology
- Product labels
- Psychological evaluations
- Public health
- Radiology
- Scientific papers
- Surgery
- Toxicology
- Veterinary medicine
- Virology

### Administration and Law
- Agreements
- Authorizations
- Birth Notices
- Business Law
- Certificates
- Civil Law
- Criminal Law
- Company Statutes
- Contracts
- Copyrights
- Corporate Law
- Court Sentencing
- Death Certificates
- Declarations and statements
- Diplomas
- European Union Law
- Identification records
- Immigration Rights
- Institutional and Organizational Materials
- Intellectual Property
- Labor Rights
- Marriage Certificates
- NGO Documentation
- Official publications
- Patents
- Pharmaceutical Licenses
- Proxies
- Real estate
- Tax law
- Trademarks
- Trial Excerpts

### Business and Finance
- Advertising
- Authorizations
- Bank Statements
- Business contracts
- Commercial Correspondence
- Communications
- Corporate Management
- Economics
- Financial reports
- Finance
- General Business
- Hotel management
- Information management
- Insurance
- Marketing
- Media
- Public Relations
- Statistics
- Trade

### Generalities
- Athletics
- Cosmetics
- Culture
- Diplomacy
- Ecology
- Education
- Environment
- Fashion
- Food Industry
- Gastronomy
- Geography
- History
- Literature
- Natural Sciences
- Recipes
- Soccer
- Social & Human Sciences
- Tourism

### Translations
- Desktop Publishing
- Interpreting Services
- Language Courses
- Subtitling
- Transcriptions
- Professional Multilingual Solutions
- Fields of Expertise
- Marketing
- Media
- Public Relations
- Statistics
- Trade
- Etc.
We started our collaboration with Logotec Language Services in 2004 and have continued ever since to require its services for translation and proofreading into the major North, East and West European target languages. Logotec LS has always complied with our specific requirements, providing quality translations with a professional approach of the assigned projects and meeting the tight deadlines that our customers often require. We are very pleased to have Logotec Language Services as our business partner and we highly recommend its services to anyone.

Mr. Nakajima, A. Inc., Japan

I have been working with Logotec Language Services since the beginning of 2004. The first time I was lucky enough to work with them, they saved me from losing a large US customer. They are very experienced in DTP. I can send them just about any format, and it’s not a problem. From a simple PageMaker file to a highly complex Quicksilver file, I can always be rest assured that our customers will be pleased. Besides English and German into Italian, they have also supplied English into German and French, and I’ll know where to go when I need English into Romanian as well.

I know who to call when I need a high-quality, on-time and well-formatted translation. They haven’t disappointed me once after working with them on numerous occasions, and it’s always a pleasure to do business with them.

Ms. V. Graham, ZMC, USA

For over ten years our translation business has handled major projects for famous end clients such as companies and enterprises all over the world. Some examples of projects include (in alphabetical order):

**ENGINEERING & TECHNOLOGY**

**3M**
(Various translations)

**AIR CONTROL INDUSTRIES**
(Instructions guide)

**ALPINE**
(Navigation system & radio equipment)

**ARBURG**
(Injection moulding machines)

**BALLUFF**
(Transducers)

**BERNINA**
(Ironing systems)

**BODYCOTE**
(Vacuum heat treatments)

**BELRON, BOSCH, CARGALSS, NISSAN**
(Automotive industry, multilingual translations)

**CANON**
(User’s manual proofreading)

**CASTELLETTI, ALSTOM & LUXELEMENTS, AMMANN, GRUPPO MILANO**
(Building & road construction materials)

**CHAM PAPER GROUP**
(Proofreading, prospects translation)

**CISCO –SYSTEMS**
(Networking Academy Program)

**CLAAS, BOBCAT**
(Agricultural machines)

**DAIMLER CHRYSLER**
(technical and marketing material)

**DANFOSS, BECKHOFF**
(Drives)

**DELL & MICROSOFT**
(Information Technology translations)

**FONDITAL, NOVA FLORIDA**
(Radiators and boilers)

**FUJIFILM**
(On-Screen Displays)

**GEBERIT**
(Sanitary appliances)

**GEDA**
(Elevators)

**HEXAGLOT TOPTTRANSLATOR**
(Manual translation)

**HÜTTLIN GMBH**
(Manual translation)

**HOLZMA**
(Wood-processing machinery)

**HUP GmbH & Co. KG**
(Owner’s manuals for toasters, grills, etc)

**KEMPER**
(Bread-making machines)

**KEYENCE**
(Measurement sensors user’s manual)

**MSA**
(Safety appliances)

**NEG MICON**
(Wind turbine brochure)

**PANASONIC, JVC, RICOH**
(Digital camcorder manuals, DVD players, OSD translations - project managing and translation into most European languages)

**PHILIPS**
(Lighting technology)

**RICOH, HEIDELBERG, KOMORI**
(Printing industry manuals)

**RYOBI**
(Line trimmers)

**SAP, CAPGEMINI**
(IT, software & business solutions)

**SIEDELE**
(Internal telephone systems)

**SIEMENS SINUMERIK**
(Automation system for machine tools)

**SKYMASTER**
(Digital receiver)

**TAYLOR MACHINE WORKS Inc.**
(Electric motors, tractors)

**THE JOHNSON CORPORATION**
(Technical specifications of various products)

**TRUMPF, DEUTA- WERKE**
(Laser technology- instruction manual)

**UNIMETAL**
(Website)

**VOSSLOH, STADLER, BELGIAN RAILWAYS SNCB, SARDINIAN RAILWAYS FdS, GERMAN RAILWAYS DB**
(Railway industry translations)

**WALTER**
(Measuring equipment, grinding machines, drills and lathes)

**WK & DAIMLER-CHRYSLER**
(Automotive industry)

**ZEISS, BIZERBA**
(Electronic scales, slicers)

**ZINSER**
(Textile machinery)

**ZF, SIEMENS**
(Mail automation)
**REFERENCES**

**MEDICINE**
- 3M (medical texts)
- **BECKMAN COULTER** (chemistry Information Manual, Clinical Systems - Instructions for Use, TQ - Prep Workstation)
- **BERCHTOLD** (electro-surgical devices and operation lamps)
- **BIOTRIN** (medical texts)
- **CYTOCELL** (various texts on cytogenetics)
- **ETERA, Romania** (pharmaceutical licenses, laboratory analyses, cosmetic products)
- **FACIT- Center on Outcomes, Research & Education** (proofreading of medical questionnaires)
- **GATREM Limoges** (medical brochure)
- **PHARMING GROUP N.V.** (medical texts and patient questionnaires)
- **SCHWARZ BIOSCIENCES FACTS** (user guide and various patient questionnaires)
- **SERONO** (*IVRS Scenario Investigation* - various projects)
- **TOSHIBA** (X-Ray laser)
- **TVC Inc.** (Management in Health Care - hospital programs - various files & brochures)
- **ADMINISTRATION AND LAW**
- **EUSEBI IMPIANTI SRL** (contract and various technical documentation)
- **CAAF CISL** (workers’ legal rights and obligations)
- **COMUNE DI TORINO** (immigration documents, brochures, various administrative documents)
- **SCEF Ticino** (EduQua certificate)
- **TAX ANALYSTS UK** (financial articles)
- **Miscellaneous**
- **GENERALITIES**
- **ALSTOM** (general texts)
- **BARILLA** (recipes)
- **CARREFOUR** (catalogue translation)
- **HILTI** (various texts)
- **ILLY Caffè** (products presentation)
- **MICHELIN** (tourist guides)
- **SIMBA TOYS** (product presentations)
- **WATER MUSEUM – Romania** (various texts)
- **Unternehmensgruppe WUND** (construction industry)
- **ZERMATT Museum – Switzerland** (museum multilingual presentation)

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"One of the most important aspects of our company is to provide translations from Italian into various foreign languages. We select our collaborators not based on territorial proximity but according to their experience, capacity and reliability.

We chose Logotec Language Services as our translation and proofreading partner for the legal-administrative field and the Italian - Romanian language combination. Logotec LS has always proven its professionalism, seriousness and capacity of understanding and meeting the specific requirements of the client. The maximum quality of the projects assigned and the prompt observation of the deadlines, even when tight, enable Logotec LS to be our ideal partner.

For our company the quality of the translations and the client's satisfaction are two essential conditions for our presence on the market. Our collaboration with Logotec LS has always satisfied both conditions and we are very pleased to rely on this company for future collaborations.

Ms. S. Giuliani, G. Sas, Italy"