

Fortis Revolution Test Protocols



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Testing Protocols For Fortis Revolution

These Sample Projects are meant to exploit all of the functionality in Fortis Revolution. The tasks may at times seem repetitive, but the reason for that is three fold:

1. We believe that familiarity with Fortis will increase work efficiency.
2. We are always searching for ways to improve Fortis so that it will become a tool that translators love to use.
3. We desire to continue to find and fix bugs, in order to refine our code base.

Our next great desire as the Multiling Development team is that users would develop and submit their own protocols to further user-support, and development efforts.

Simple Test Scenarios

This set of protocols is deigned to help you test and get acquainted with the basic functionality of the Fortis Revolution Editor.

Check Profile Settings

1. Run Fortis Revolution.
2. Select **Options > Profile Settings**
3. In the **Preferences** tab you can set your Profile Name, User Name, and initials. Look at the last white box in the **Preferences** tab. By selecting text types from the drop-down menu, and changing the Color and Background, you can customize the look of your Fortis Revolution Editor window. Leave the default settings for now.
4. Click the **View** tab. Fortis Revolution comes with five default screen layouts. As you click the radio buttons (1-5), the layout of the boxes in the preview window should change to reflect your selection. Choose the one that best suits you.
5. Click the **Fuzzy** tab. The Fuzzy Threshold in the Profile Settings dialog sets the minimum match requirement for the segments that will be included in the assoref file. Leave the Threshold at the default value (70%) for now.
6. Click **Save** to keep any changes you made to your Profile.
7. Click **OK** to close the Profile Settings dialog.

Project Settings

This is one of the most heavily trafficked dialogs in Fortis Revolution, and one with which you will likely become very familiar.

1. Go to **Options > Project Settings**. The **Project Settings** dialog should appear.
2. You should be at the **Project** tab. This tab contains the name, optional description, and file path of the project definition you are using.
3. The **Working Folder** is the default browse location for this project. Click the **Browse...** button and choose **C:\development\projects**. The **Language Settings** are broken into groups, **Source** and **Target**. Many languages have variants which are under **Region**.
4. Set the **Source** to English, and **Region** to United States.
5. Set the **Target** to Russian, and **Region** to Russian Federation. You have now set your working folder and language settings.

If you suspect any of these features did not perform as described, explain the problem, the steps to recreate the problem, and the results on the [Multiling Trac](#) website.

This is sufficient to continue with this test scenario. We will use the rest of the **Project Settings** dialog in the next test scenario. Click **OK** to accept the changes you made to this project definition and exit the **Project Settings** dialog.

Open File

1. Still in the Fortis Revolution main editor window, click on **File > Open Language Pair**
2. The browser should open to your working directory, **C:\development\projects**. Click on **Nothing_Gold_en.fff**. The file name should appear in the 'File name' text box.
3. Click **Open**
4. The language pair for **Nothing Gold** should open in the Fortis Editor. The window layout you chose in **Project Settings** should be displayed here. The Source window should contain the original English text, and the Target window should contain the XYZ document. (I'll need to have them set a language in Project Settings First.)

Editor Views

1. With the language pair still open:
2. Click **Window** and hover the mouse over **Arrange Windows**
3. A submenu that contains the numbers 1-5 should drop down.

4. Choose window layout 1. If the Fortis editor windows are not already in arrangement 1, they should shift to the arrangement 1 default.
5. Choose each of the window arrangement options in turn. The window layout should change with each selection.

N.B. Choosing the window arrangement from this menu will affect the window arrangement for this translation session only. To change the default arrangement, you need to make the change in the **Profile Settings** dialog.

Fonts

1. Click **Options > Codepages\Fonts**
2. Fortis Revolution allows you to assign separate fonts to separate scripts. Any languages not specifically designated will use the font defined in **Common**.
3. Double-click **Common**. Another window should appear. It contains a font drop down menu that is populated from your system fonts. If you need fonts that are not displayed in the list, make sure that they are installed on your system first.
4. Choose 'Bookman Old Style', and click **OK** to close the window.
5. Click **OK** in the **Font Selection** dialog to accept your change.
6. Close and Reopen the language pair for the font change to take effect.

N.B. When characters are not rendering properly, it is most likely a font selection problem. Choose a font that you are sure supports the intended characters and reopen the language pair. Other solutions may be found on our [FAQ](#) page.

Text and Background Colors

1. Open the **Stopping_by_the_Woods** file pair.
2. Click **Options > Profile Settings**.
3. Click the **Editor** tab.
4. The bottom half of the dialog box should contain one empty text box to the left of **Color...**, and a larger scrolling text box to the left of **Background**. The scrolling text box should show several boxes with colored dots in the middle. To the right of the colored boxes and dots, the text type is defined. The color settings you see are the default settings that are loaded upon installation. From this tab, the editor colors are customizable.
5. Click **Text**. The word **Text** should appear in the blank text box.
6. Click **Color...** and select the fourth color down on the far left hand side.
7. Click **OK**.
8. Now click **Apply** in the **Profile Settings** dialog. The main text should appear as the color you selected.

9. Scroll down the list of text options until you come to **Active Segment**. Select it and click **Background**.
10. Select the third color down, second from the left. It should be a dark orange color.
11. Click **OK** to accept the changes in the **Color** dialog and **Apply** in the **Profile Settings** dialog to activate your changes.
12. Click **OK** in **Profile Settings** to keep your changes for this translation session. To permanently keep these settings, click **Save**.
13. Click around on a few different segments. The segments you choose should have the brown text and orange background you selected.
14. You may repeat the instructions above and choose a color scheme that makes Fortis Revolution comfortable for you.

N.B. You can create a custom color palate by selecting **Add Custom Colors >>** from the **Color** dialog.

Cursor movements

1. With the current file pair still open, click between 'see' and 'me' in the middle of the fifth segment. The cursor should blink there until you take further action.
2. Press the Up Arrow. The cursor should move up one line.
3. Press the Down Arrow. The cursor should move down one line, and be back in its original position in the fifth segment.
4. Press the Right Arrow. The cursor should move one position to the right for each press.
5. Press the Left Arrow. The cursor should move one position to the left for each press.
6. Press the Plus (+) key on the keypad. This will advance the cursor to the next segment.
7. Press the Minus (-) key on the keypad. This will move the cursor to the previous segment.
8. Put the cursor in the middle of segment ten and press Home. The cursor will move to the beginning of the current line.
9. Now press End. The cursor will be at the end of the current line.
10. Put the cursor back in the middle of the segment and press Enter. The cursor will be on the new line with the second half of the segment.
11. Press ALT+Left Arrow. Even though the segment spans more than one line, the cursor will move to the beginning of the segment.
12. Press ALT+Right Arrow to move to the end of the segment.
13. Move back to the beginning of the segment, and press Page Up. This will move the cursor to the top of the current display window. Pressing Page Down will move the cursor to the bottom of the viewable window.

14. Pressing CTRL+Home will move the cursor to the beginning of the file, and CTRL+End will move to the end of the file.
15. Press Page Up once to move the cursor to the top of the window. Pressing it again will shift the view up one screen.
16. Pressing Page Down once will move the cursor the end of the screen. Pressing it again will shift the view down one screen.
17. Put the cursor in the middle of segment ten again. Press CTRL+Left Arrow. The cursor will move the the beginning of the word if it was in the middle of a word, or to the beginning of the preceding word if it was in between words.
18. Pressing CTRL+Right Arrow will move the cursor to the following word.

Text Block Manipulation and Some segment shortcuts (next untr. seg.) need to be demonstrated with another file.

Hide/Display Tags

Fortis Revolution protects the formatting information in a document by inserting tags. Full tags are the default display option and are write-protected by default, to prevent the user from inadvertently disturbing the formatting information. To make the tags less obtrusive, however, you can hide tags, or display portions of them.

1. Click on the Target window to make sure it is the active window
2. Click **View > Tag Settings**. The **Tag Settings** dialog box will appear. You will see two sets of three radio buttons. The buttons next to **Formatting/font Tags** will change the settings for all of the formatting tags. The **Segment Limit Tags** will change the settings for the segment markers.
3. Under **Formatting/Font Tags** click **Show First Character of Tag** and then **OK**. All of the formatting tags should be displayed as a left angle bracket. Go back to the **Tag Settings** dialog and select **Do Not Display Tags**. Only the segment tags will be visible at this point, since all of the formatting tags are being hidden.
4. To display the formatting tags, go to the **Tag Settings** dialog and select **Display Full Tags**.
5. Follow the same steps under the **Segment Limit Tags** heading to change the segment tag settings.
6. The tags for the Source and Target windows must be set individually. Follow the same steps for the Source window as you did for the Target window.

Cut

1. In segment seven, highlight the word 'without'.
2. Go to **Edit > Cut**. 'Without' will disappear, and be stored in the clipboard.

Paste

1. Leaving the cursor where it is, click **Edit > Paste**. 'Without' will be inserted in its original location.

Copy

1. Highlight the text in segment 7.
2. Click **Edit > Copy** in the Menu bar.
3. Put the cursor at the beginning of segment 9. Click **Edit > Paste**.
4. Segment 7 will remain in its original position, with a copy of segment 7 pasted in front of segment 9.

Find & Find Next

1. Place the cursor at the beginning of the document.
2. Click **Edit > Find**. Type 'ice' into the **Find what** field. Leave the other settings at their default values for now.
3. Click **OK**.
4. The first item that should be highlighted is 'Ice' in segment 2.
5. Click **Edit > Find Next**. Continue clicking 'find next' through the rest of the document.

The rest of the highlighted elements are (in order):

- The whole word 'ice' in segment 4.
- 'ice' as part of the whole word 'twice' in segment 9.
- The whole word 'ice' in segment 11.
- 'ice' as part of the whole word 'suffice' in segment 13.

After Fortis has displayed these results, you will see a pop up box that says, "'ice" was not found."

6. Click **OK**.

Replace

1. Place the cursor anywhere in the document.
2. Click **Edit > Replace**.
3. Type 'i' in the 'Find what' box, and 'EYE' in the 'Replace with' box.

4. in the 'Search' section, select **All**. (By default Fortis searches a document from the cursor position to the end of the document. Selecting **All** causes the search to wrap around the document, and end at the original cursor position.)
5. Leave the other settings at their default values for now.
6. Click **OK**.

Segments 6-13 should look like this:

From what EYE've tasted of desEYere<@BR>{6}

EYE hold wEYeth those who favor fEYere.{7}

<@BR>{8+}

But EYef EYEt had to perEYesh twEYEce,<@BR>{9}

EYE thEYenk EYE know enough of hate<@BR>{10}

To say that for destructEYEon EYEce<@BR>{11}

EYEs also great<@BR>{12}

And would suffEYEce. {13}

7. Perform another Find and Replace to change all of the 'EYE's back to 'i's.

Save

1. Click on **File > Save**. This will overwrite the old file with the same information you see in the Fortis editor windows.

Close File Pair

1. Click **File > Close** to close the active file pair.

N.B. If changes have been made since the file was opened, Fortis Revolution will prompt you to save changes before closing the file pair.

Reset Project Settings

1. Hover your mouse over each of the toolbar buttons in turn. A text box with a short description of the button should appear as long as you hover the mouse over a button.
2. Find the button that says "Open Project Settings Window". Click on it. The **Project Settings** dialog should appear. Up until now we have been using the menu bar to access all of the Fortis dialogs. Now we will begin to make you familiar with the toolbar.
3. The **Profile** tab should be the active tab. Leave our **Source** language alone, but set the **Target** language to French and **Region** to Canada.

Browse to Working Folder

1. Click the ... button next to the **Working Folder** text box. The **Browse For Folder** dialog will pop up, showing the file structure of your computer. Use these folders to navigate to **c:/development/projects/shallow medium/deep**.

Simple Import

1. Click **File > Import Documents**
2. Click the File Button on **Select Files to Import**.
3. The **Open File** dialog should pop up and open directly to the working folder. Select **Stopping_By_The_Woods.doc**. Use a Windows Explorer window to make sure that the directory contains no other files.
4. Fill the import dialog out as follows:
 5. Select files to import:
"c:\development\projects\shallow\medium\deep\Stopping_By_The_Woods.doc"
 6. include subdirectories
 - 7.
 8. Select location to save imported files: "."
 9. save an import log: "simple.log"
 - 10.
 11. Select Actions:
 12. Filter
 13. Convert
 14. Segment
 15. Pretranslate
 16. Extract
 - 17.
 18. enable multilanguage import
19. Press the import button, and wait for the import to complete.
20. Verify that the following files have been created (all should be in the working directory): **Stopping_By_The_Woods_en.fff**, **Stopping_By_The_Woods_fr.fff**, **Stopping_By_The_Woods.cod**, **simple.log**. Any missing or other additional files indicate a bug.

Change Working Folder-Paste in File Path

1. Open a Windows Explorer window and navigate to **c:\development\projects\shallow\medium**.
2. Highlight the file path.
3. Right click and select **Copy**.
4. In Fortis Revolution, click **File > Import Documents**.
5. In the **Select Files to Import** box, right click and paste the file path. Type **\Fire_And_Ice.doc** at the end of the file path to specify the file to import.

Simple Import, saving an Import Log to an Alternate Location

1. In the **c:\development\projects** directory create the subdirectory 'log_files'
2. Open the **Import Documents** dialog.
3. Select **Fire_and_Ice.doc** in the working directory. The directory should contain no other files.
4. Make sure that the 'Save an Import Log' box is checked.
5. Name the log 'simple.log'.
6. Fill the import dialog out as follows:
 7. Select the files to import: "c:\development\projects\shallow\medium\Fire_and_Ice.doc"
 8. include subdirectories
 - 9.
 10. Select location to save imported files: "c:\development\projects\shallow\medium"
 11. save an import log: "c:\development\projects\log_files\simple.log"
 - 12.
 13. Select Actions:
 14. Filter: Microsoft Word 2003
 15. Convert
 16. Segment: Word2003, by sentences
 17. Pretranslate
 18. Extract
 - 19.
 20. enable multilanguage import
21. Press the import button, and wait for the import to complete.
22. Verify that the following files have been created (all should be relative to the working directory):
 - o Fire_and_Ice_en.fff, Fire_and_Ice_fr.fff, Fire_and_Ice.cod.
 - o projects\log_files\simple.log
23. The only additional files should be the original Fire_and_Ice.doc. Any missing or other additional files indicate a bug.

Change Working Folder-Drag in File Path

[Feature not currently supported]

Simple Import with Reference

1. Set the **Target** language back to Russian.
2. Set the Working Folder to **c:\development\projects\shallow**.
3. While still in **Project Settings**, go to the **PreTrans** tab.
4. In the **Reference Memories** section, click **Add...** and browse to **c:\development\projects\Frost_Reference**.
5. Click **OK**
6. The Frost Reference File Path should now show up in the **Reference Memories** section.
7. Click **OK**.
8. Import **Nothing_Gold.doc**. The Import dialog should look like this:
 9. Select the files to import: "c:\development\projects\shallow\Nothing_Gold.doc"
 10. include subdirectories
 - 11.
 12. Select location to save imported files: "c:\development\projects\shallow"
 13. save an import log: "simple.log"
 - 14.
 15. Select Actions:
 16. Filter: Microsoft Word 2003
 17. Convert
 18. Segment: Word2003, by sentences
 19. Pretranslate
 20. Extract
 - 21.
 22. enable multilanguage import
23. Click the **Import** button and wait for the Import to complete. You should notice that the import takes a little bit longer. That is because Fortis needs to build the Fuzzy Network - a system which indexes and compares the information in you Reference Memory against the document you are importing.
24. Examine the import log. You should have non-zero numbers in the **Pretranslated** section of the import log.
25. Record the numbers from the Import Log to the Import Report Worksheet included with the test files.
26. You should see an 'assoref' file for each half of the language pair along with the language pair and the .cod file. Any extra or missing files indicate a bug and should be reported on the [Multiling Trac](#) website.

A Note About Reference Memory Files

Fortis Revolution uses pretranslated language pairs as memory. In the previous task, you selected a Reference Memory location. The folder you selected contained portions of the poem that had already been translated. Fortis Revolution will use that folder and recursively search any subfolders within that

folder to find file pairs. We recommend keeping an organized folder of your translated work so that you can leverage as much of your work as possible. This is where Fortis becomes an indispensable tool for increasing your translation efficiency.

Open Language Pair

1. Find the **Open File Pair** button in the toolbar and click it.
2. The **Open Language Pair** dialog box should open to the working directory.
3. Select **Nothing_Gold_en.fff** and click **Open**. When you open the file, you will notice that the majority of this file is blue and that the segment tags have a plus sign (+) after the segment number. This indicates that the segment was pretranslated, or, had a 100% match in the Reference Memory.

Begin Fuzzy Network with ALT+INS

1. Place your cursor anywhere in segment one and press ALT+ENTER. This will start the fuzzy engine, and show any fuzzy results for the active segment.
2. Segment one should show a 99% match (percentage visible at the bottom of the Fuzzy Translation suggestion in the Fuzzy Network Window).

Insert Fuzzy Translation

1. Double-click on the suggested translation, and it should appear in segment one of the **Target** window.

Mark Active Segment as Translated

1. With segment one as the active segment, press ALT+INS. The segment will be highlighted in green, an asterisk (*) will appear after the segment number, and the next translatable segment will become the active segment.

A green background is the default color for manually translated segments, and the asterisk is the segment tag indicator for a manually translated segment.

Fortis will also automatically query the fuzzy network for the next translatable segment. (If there is a fuzzy match for segment twelve, it will be displayed in the Fuzzy Network window.)

Simple Export Test

1. Make sure that The file pair, the assoref files, the extract files, the original document and the four tran files (transfiles, transindex, transmatrix, and transegment) are the only files in the working directory.
2. Click **File > Export Documents**. The **Fortis Export** dialog will appear.
3. In **Select files to export**, choose **Nothing_Gold_ru.fff**
4. Fill the export dialog out as follows:
 5. Select files to export: "c:\development\projects\shallow\Nothing_Gold_ru.fff"
 6. include subdirectories
 7. Select location to save exported files: "c:\development\projects\shallow"
 8. Select Actions: Desegment
 9. Convert encoding to CYRILLIC
 10. Export: Microsoft Word 2003
11. Press the export button, and wait for the export to complete.
12. Verify that **Nothing_Gold_ru.doc** has been created. The only additional files should be those mentioned in step one. Any missing or other additional files indicate a bug.

Review Language Pair

1. Open a Windows Explorer window and go to **c:\development\projects\shallow**.
2. Double-click **Nothing_Gold_ru.doc**. This is the product of the export you just did.
3. Verify these parameters in the new document:
 - o The entire text is black.
 - o The text is left-justified.
 - o The Title is size 18 Times New Roman font.
 - o There is a blank line in between the title and the beginning of the poem.
 - o The main body of the poem is size 12 Times New Roman font in italics.
 - o There is a blank line in between the end of the poem and the last line.
 - o The last line of the poem is in English, and says "Nothing gold can stay".
 - o The last line (which is 'Robert Frost' in Cyrillic characters) is in size 12 Times New Roman font (no italics).
4. Any departures from these parameters should be reported to the Multiling Development Team.

Multiple Files Scenario

Create new Profile

1. Click on **Options > Switch Profile**.
2. Select **<Create New Profile...>** and click **OK**.

3. Enter “MultiTest” as the **New Profile Name** and click **OK**.
4. Use the **Profile Settings** toolbar button to bring up the **Profile Settings** dialog.
5. First, check the **Profile Path** at the bottom of the **Profile Settings** dialog. It should end in “MultiTest.prf”.
6. At the top of the **Preferences** tab, type in the **Profile Name** “Multiple”, **User Name** “Multi”, and **User Initials** “MPL”.
7. Under the **Fuzzy** tab, uncheck the **Translate 100% Matches Automatically** box.
8. Save your new profile by clicking the **Save** button.
9. Click **OK** to close the window.

Switch Profiles

1. Go to **Options > Switch Profile**.
2. Select "Multi.prf" from the **Switch Profile** menu and click **OK**.
3. Check the **Profile Path** in the **Profile Settings** window to make sure that the proper profile is loaded.

Create new Project Definition

1. Click **Options > Switch Project**.
2. Select <Create New Project...> and click **OK**.
3. Enter “Multi-Frost” in the **New Project Name** and click **OK**.
4. Open the **Project Settings** dialog.
5. Set the working folder to **c:\development\MultiFile**.
6. Make sure that the target language is Russian.

Set Dictionary

1. Under **Dictionaries**, click **Add**, and browse to **c:\development\MultiFile\Frost.sdt**. Select the dictionary and click **Open**.

Switch Projects

1. Go to **Options > Switch Project**.
2. Select **Multi-Frost** and click **OK**.

Multiple Import Files

1. Make sure that "Nothing_Gold.doc", "Fire_And_Ice.doc", and "Stopping_by_the_Woods.doc" are in the working directory. The only other file in the working directory should be "Frost.sdt".
2. Click the folder button on **Select the files to import** and select the working folder.
3. Fill the import dialog out as follows:
 4. Select files to import
 5. c:\development\MultiFile*.doc
 6. include subdirectories
 - 7.
 8. Select location to save imported files
 9. save an import log
 10. multi.log
 - 11.
 12. Select Actions
 13. Filter: Microsoft Word 2003
 14. Convert encoding from LATIN1
 15. Segment: Word2003, by sentences
 16. Pretranslate
 17. Extract: create extract file(extract.fff)
 - 18.
 19. Enable Multi-Language Import
20. Press the import button, and wait for the import to complete.
21. Verify that the following files have been created (all should be in the working directory):
 - o Nothing_Gold_en.fff, Nothing_Gold_ru.fff, Nothing_Gold.cod
 - o Fire_And_Ice_en.fff, Fire_And_Ice_ru.fff, Fire_And_Ice.cod
 - o Stopping_by_the_Woods_en.fff, Stopping_by_the_Woods_ru.fff, Stopping_by_the_Woods.cod
 - o assoref_en.fff, assoref_ru.fff
 - o multi.log.

The only additional files should be the original Nothing_Gold.doc, Fire_And_Ice.doc, and Stopping_by_the_Woods.doc. Any missing or other additional files indicate a bug.

22. Click **OK** and close the **Fortis Import** dialog.

Open Multiple Language Pairs in Global View Only

1. Open the **Open Language Pair** dialog.
2. Hold down the CTRL button and click on the three files you just imported.
3. Click **Open**.
4. A window will appear that offers you the choice to open these language pairs in **Separate View** or **Global View**. Select **Global View**.

N.B. Global View opens multiple files into one set of windows. You will scroll down to view the separate files. The segment numbers will reset with each file and when you save the files, they will save to their individual locations. Global view is for ease of use when you are dealing with many separate files pairs.

Insert Translations from Glossary

1. Activate segment ten. Four glossary entries should show up in the **Dictionary** window. Words in the editor that have counterparts in the dictionary are displayed in red.
2. Put your cursor in the word 'Between' in the **Target** window.
3. Press ALT+T. 'Между' will be inserted in place of 'Between'.
4. Do the same for 'woods'.
5. Put your cursor in the word 'frozen' and use **Terminology > Translate Term** to insert the term from the dictionary.
6. Do the same for 'lake'.

Close All Files

Close all files using one of the following two methods:

1. Click the **Close All Files** toolbar button to close all of the files open in Global View.
2. The other option to close all files is to use **File > Close All** from the menu bar.

N.B. Clicking the 'X' button in the top-right corner of the global view windows will not close the files. It will only minimize the global view windows. If you want to open any of the already-opened files in Separate View, you need to first close all of the files using one of the two methods explained above.

Open Multiple Language Pairs In Separate View

1. Go to **File > Open Language Pair**. The **Open Language Pair** window should open to the working folder.
2. Choose all three of the files to open, and click **Open**.
3. Choose to open the files in **Separate View**. The files will each open in their own set of editor windows.

List Language Pairs

1. Click **Window > List Language Pairs**. This will display a list of all of the open language pairs.
2. Select **Nothing_Gold_ru.fff** and click **OK**.

Previous Language Pair

1. Click **Window > Previous Language Pair**.
2. Do the same thing two more times. You should be back at the beginning file. (Need to fix bug to give file names of files user should see)

Next Language Pair

1. Click **Window > Next Language Pair**.
2. (Need bug fix to accurately describe following actions)

Multiple Export Files

1. Click **File > Export Documents**.
2. Select the folder button under **Select files to export**.
3. Select **c:\development\Multifile** for **Select location to save exported files**.
4. Click **Export** and wait for the export to finish.
5. The export log will not report statistics the same way that the import log did. You will see **Task Complete** at the top of the dialog.
6. Open a Windows Explorer window and browse to **c:\develop\MultiFile**. Check to make sure that the exported files (the **_ru.doc** files) have a file size greater than 0 KB. They should be around 18 KB per file. Open each of the files and compare it with the original English file. Formatting differences are a bug and should be reported, along with copies of the files.

If you have trouble exporting, see our [FAQ](#) page for help troubleshooting the problem.

Close All Files

1. Use the **Close All Files** toolbar button to close all of the open files.

Recursive Scenario mirroring directory structure

Reset Fuzzy Threshold Value to 30%

(waiting for a bug fix to enable this feature.)

Recursive Import Files mirroring directory Structure

1. Set the working directory to **c:\development\Recursive**
2. Check to make sure that **Nothing_Gold.doc** is in **c:\development Recursive\shallow**, **Fire_and_Ice.doc** is in **c:\development\Recursive\shallow\medium**, and **Stopping_by_the_Woods.doc** is in **c:\development\Recursive\shallow\medium\deep**. Any extra or missing files may indicate a bug and should be reported to the development team.
3. Open the **Import** dialog.
4. Click the folder button under **Select files to import**.
5. Select **c:\development\Recursive** and click **OK**. The file path will have ***.doc** at the end, indicating all of the files with the .doc extension.
6. Check the **Include Subdirectories** button.
7. The import dialog should be filled out as follows:
 8. Select the files to import
 9. c:\development\Recursive*.doc
 10. include subdirectories
 - 11.
 12. Select location to save imported files
 13. save an import log:
 14. mirror.log
 - 15.
 16. Select Actions
 17. Filter: Microsoft Word 2003
 18. Convert encoding from LATIN1
 19. Segment: Word2003, by sentences
 20. Pretranslate
 21. Extract
 - 22.
 23. Enable Multi-Language Import
24. Press the import button and wait for the import to complete.
25. Verify that the following files have been created (directory listed before each file set):

c:\development\Recursive

- o recursive.log
- o assoref_en.fff, assoref_ru.fff
- o extract_en.fff, extract_ru.fff

c:\development\Recursive\shallow

- o Nothing_Gold_en.fff, Nothing_Gold_ru.fff, Nothing_Gold.cod

c:\development\Recursive\shallow\medium

- o Fire_and_Ice_en.fff, Fire_and_Ice_ru.fff, Fire_and_Ice.cod

c:\development\Recursive\shallow\medium\deep

- o Stopping_by_the_Woods_en.fff, Stopping_by_the_Woods_ru.fff
Stopping_by_the_Woods.cod

26. The only other files should be the original *.doc files. Any other files, or missing files indicate a bug.

Recursive Import with alternative output folder

1. Set the working directory to **c:\development\Recursive**
2. Check to make sure that **Nothing_Gold.doc** is in **c:\development Recursive\shallow**, **Fire_and_Ice.doc** is in **c:\development\Recursive\shallow\medium**, and **Stopping_by_the_Woods.doc** is in **c:\development\Recursive\shallow\medium\deep**. Any extra or missing files may indicate a bug and should be reported to the development team.
3. Open the **Import** dialog.
4. Click the folder button under **Select files to import**.
5. Select **c:\development\Recursive** and click **OK**. The file path will have ***.doc** at the end, indicating all of the files with the .doc extension.
6. Check the **Include Subdirectories** button.
7. Click the folder button under **Select the files to import**.
8. Select **c:\development** and click **Make New Folder**.
9. Name the new folder "Recursive Output" and click **OK**.
10. The import dialog should be filled out as follows:
 11. Select the files to import
 12. c:\development\Recursive*.doc
 13. include subdirectories
 - 14.
 15. Select location to save imported files
 16. c:\development\Recursive Output
 17. save an import log:
 18. mirror.log
 - 19.
 20. Select Actions
 21. Filter: Microsoft Word 2003
 22. Convert encoding from LATIN1

23. Segment: Word2003, by snetences
24. Pretranslate
25. Extract
- 26.
27. Enable Multi-Language Import
28. Press the import button and wait for the import to complete.
29. Verify that the following files have been created (directory listed before each file set):

c:\development\Recursive

- o recursive.log
- o assoref_en.fff, assoref_ru.fff
- o extract_en.fff, extract_ru.fff

c:\development\Recursive Output\shallow

- o Nothing_Gold_en.fff, Nothing_Gold_ru.fff, Nothing_Gold.cod

c:\development\Recursive Output\shallow\medium

- o Fire_and_Ice_en.fff, Fire_and_Ice_ru.fff, Fire_and_Ice.cod

c:\development\Recursive Output\shallow\medium\deep

- o Stopping_by_the_Woods_en.fff, Stopping_by_the_Woods_ru.fff
Stopping_by_the_Woods.cod

30. There should be no other files in the output folders. Any extra files, or missing files indicate a bug.

Recursive Export Files

1. Open the Export dialog.
2. Under **Select files to export** click the folder button.
3. Set this folder to **c:\development\Recursive Output**.
4. Check the **Include Subdirectories** box.
5. Set **c:\development\Recursive Output** in **Set location to save exported files**.
6. Click the export button and wait for the export to finish.

7. Check the Recursive Output folder and make sure that the following files have been created:

c:\development\Recursive Output

- o Nothing_Gold_ru.doc
- o Fire_and_Ice_ru.doc
- o Stopping_by_the_Woods_ru.doc

8. Any missing or additional files may indicate a bug, and should be reported.

Multi-Language Scenario

Simple Multi-Language Import

1. Set the working directory to **c:\development\MultiLang**
2. Fill the import dialog out as follows:
3. Select files to import
4. c:\development\MultiLang*.doc
5. include subdirectories
- 6.
7. Select location to save imported files
8. c:\development\MultiLang
9. save an import log
10. mlang.log
- 11.
12. Select Actions:
13. Filter: Microsoft Word 2003
14. Convert encoding from LATIN1
15. Segment: Word2003, by sentences
16. Pretranslate
17. Extract: create extract file (extract.fff)
- 18.
19. Enable Multi-Language Imports
20. Selected Languages: zh-tw, zh-cn, fr-fr, ja-jp, ru-ru
21. Press the import button, and wait for the import to complete.
22. Verify that the following files have been created:

c:\development\MultiLang

- o mlang.log

- `assoref_en.fff, ..._fr.fff, ..._ja.fff, ..._zh.fff,`

c:\development\MultiLang\shallow

- `Nothing_Gold_en.fff, ..._fr.fff, ..._ja.fff, ..._zh.fff, Nothing_Gold.cod`

c:\development\MultiLang\shallow\medium

- `Fire_and_Ice_en.fff, ..._fr.fff, ..._ja.fff, ..._zh.fff, Fire_and_Ice.cod`

c:\development\MultiLang\shallow\medium\deep

- `Stopping_by_the_Woods_en.fff, ..._fr.fff, ..._ja.fff, ..._zh.fff,`
`Stopping_by_the_Woods.cod`

23. The only additional files should be the original .doc files in their respective directories. Any missing or other additional files indicate a bug. (N.B. Multi-Language Importing will override the target language you have selected in your Project Settings. If you want to import the language you have specified in Project Settings, you must include it in the Multi-Language import list.)

Simple Multi-Language Import, with alternative output folder

1. Set the working directory to: `c:\development\MultiLang`
2. Create a folder in **c:\development** named **MLang Output**. We will use this directory as an alternative output folder.
3. Fill the import dialog out as follows:
 4. Select files to import
 5. `c:\development\MultiLang*.doc`
 6. include subdirectories
 - 7.
 8. Select location to save imported files
 9. `c:\development\MultiLang\MLang Output`
 10. save an import log
 11. `mlang.log`
 - 12.
 13. Select Actions:
 14. Filter: Microsoft Word 2003
 15. Convert encoding from LATIN1
 16. Segment: Word2003, by sentences
 17. Pretranslate
 18. Extract: create extract file (extract.fff)
 - 19.
 20. Enable Multi-Language Imports
 21. Selected Languages: zh-tw, zh-cn, fr-fr, ja-jp, ru-ru
22. Press the import button, and wait for the import to complete.

23. Verify that the following files have been created:

c:\development\MultiLang\MLang Output

- o mlang.log
- o assoref_en.fff, ..._fr.fff, ..._ja.fff, ..._zh.fff,

c:\development\MultiLang\MLang Output\shallow

- o Nothing_Gold_en.fff, ..._fr.fff, ..._ja.fff, ..._zh.fff, Nothing_Gold.cod

c:\development\MultiLang\MLang Output\shallow\medium

- o Fire_and_Ice_en.fff, ..._fr.fff, ..._ja.fff, ..._zh.fff, Fire_and_Ice.cod

c:\development\MultiLang\MLang Output\shallow\medium\deep

- o Stopping_by_the_Woods_en.fff, ..._fr.fff, ..._ja.fff, ..._zh.fff,
Stopping_by_the_Woods.cod

24. The only additional files should be the original .doc files in their respective directories. Any missing or other additional files indicate a bug.

(N.B. Multi-Language Importing will override the target language you have selected in your Project Settings. If you want to import the language you have specified in Project Settings, you must include it in the Multi-Language import list.)

Multi-Language Export

1. Open the Export dialog.
2. Under **Select files to export** click the folder button.
3. Set this folder to **c:\development\MultiLang\MLang Output**.
4. Check the **Include Subdirectories** box.
5. Set **c:\development\MultiLang** in **Set location to save exported files**.
6. Click the export button and wait for the export to finish.
7. Check the MultiLang folder and make sure that the following files have been created:

c:\development\MultiLang

- Nothing_Gold_ja.doc, ..._fr.doc, ..._zh.doc
- Fire_and_Ice_ja.doc, ..._fr.doc, ..._zh.doc
- Stopping_by_the_Woods_ja.doc, ..._fr.doc, ..._zh.doc

8. Verify that the finished files look like the originals, and are free of errors.
9. Any missing or additional files may indicate a bug, and should be reported.
10. For problems, consult our [FAQ](#) page, or log a bug on the [Multiling Trac](#) system.

Working with Regular Expressions

Creating Regular Expressions

Segmentation Rules

Segmentation Exceptions

Find all email addresses in document

Find all email addresses containing a particular provider's name

Hide and View Segments using regular expressions

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