

OFFLINE TRANSLATION INSTRUCTIONS

Overview

SSPS Offline Translation involves several steps:

1. Download the translation template file
2. Download any required fonts (sets of letters if these differ from standard English – see list below)
3. Install the fonts on your computer
4. Open and edit the file
5. Save and upload, email or arrange for the file to be sent back to SSPS on completion

Minimum System Requirements

- Windows, Linux or Macintosh based computer
- Microsoft **Excel** 95 (or later), Openoffice.org **Calc** or other software capable of editing Microsoft Excel 95 files (.xls file extension)

Note: an Internet Connection is not required for Offline Translation once the file and fonts have been downloaded (these can be supplied on CD if preferred but is useful for uploading or emailing the file back to the server)

Required Files:

Translation Template File

1500_xl95.xls

SSPS Font Pack

SSPS3Circlev4.ttf
SSPS3Regularv4.ttf

Language-Specific Fonts (incomplete):

ISO639 code	Language	Font name	Font filename
bur	Burmese	Wwin_Burmese	ww_burn_.ttf
eng	English	Arial, helvetica, sans-serif	arial.ttf (included in Windows)
kar	Karen	KNU-Karen Normal Unique	knu.ttf
khm	Khmer	Limon R4	LMNR4.TTF
nep	Nepali	Preeti	Preeti.ttf
tib	Tibetan	Tsampa Keyboard	TSAAMKEY.TTF