

New Project Proposal Form for 2016 Budget

Proposals should be c. 2 pages.

Translation plan

- **Purpose:** To ensure the successful delivery of the translation strategy, and objective 2.6.
- **Decision required of the Steering Group:**
To approve a change in how the allocated translation budget is being spent; and the overall plan for 2016.
- **Document prepared by:**
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- **Submitted to Steering Group:**
16 December 2014
- **Urgency:**
Normal
- **Access:**
Open

Project Brief:

1. Background/Problem Statement

The Cochrane Steering Group (CSG) approved a translation strategy in January 2014. Since then, we have learned and identified critical issues where we need to improve or adapt in order to be able to make the translation strategy a success. Translation teams provided detailed input in Athens, through a questionnaire and teleconferences, and a meeting was held in Vienna with the translation advisory group. The result is the proposed plan for next steps and adaptations to address identified issues.

It is clear that we have not delivered sufficiently on a number of aspects, most notably, our translation projects are not sustainable and struggle to maintain activity; our translation technology system is not adequately meeting our team's needs; and as an organisation we have not achieved the cultural shift within all of our areas of work that is required to facilitate translation and multi-language activities. On the other hand, and despite these struggles, the achievements of our translation teams to date have been impressive, and it is clear that there is strong desire to change and to embed translations across all of our work, as we acknowledge the critical need and enormous potential.

2. Project objectives and stakeholders

We aim to make our translation activities more sustainable and effective, while ensuring up-to-date, high-quality output.

The main stakeholders are Cochrane's translation teams and Cochrane groups based in non-English speaking countries more generally. The intended users are non-English speakers.

3. Project scope and exclusions

- We will prioritise certain languages who will become eligible for limited central funding. An initial prioritisation model based on a range of criteria has been proposed and will be up for discussion with the translation advisory group at the Mid-Year Meetings in London.

- We plan to focus on languages with ongoing translation activities first, and not actively pursue new languages.
- We plan to prioritise and support translation of PLS, abstracts and cochrane.org, and accompanying dissemination activities, and not specifically support or fund translation of other content, unless otherwise agreed and funded.
- We plan to sign a Memorandum of Understanding between each translation team and Cochrane respectively, to set out the support and responsibilities of Cochrane and the translation teams.
- We plan to review our translation technology system, explore alternative solutions and agree a future solution.
- We plan to pilot language specific adaption of cochrane.org with 1 or 2 languages, e.g. to include local language news or priority Review translations.
- Once details are confirmed for the new technology platform for the Cochrane Library, we will plan the development of a multi-language platform and search, piloting with Spanish (TBC).

4. Desired outcomes and/or deliverables of project

2016 translation target:

2.4 We will pilot new models to prioritise and support translation teams to improve the sustainability of translation activities and to ensure quality.

Indicators of success:

Q1 2016: Language priority criteria, benefits, support and responsibilities agreed, MoUs signed with the different language teams and activity reported on a quarterly basis, including individual success indicators.

Q3 2016: Translation management system reviewed, and plan for adaption or new development agreed.

Q4 2016: cochrane.org pilot launched in one language featuring locally adapted content, and editorial process in place.

Q1 2017: Multi-language Cochrane Library pilot launched with Spanish.

Q2 2017: New translation management system released.

Desired outcomes:

- More sustainable and effective translation activities through stable resources, clear priorities, clear responsibilities, better support, better source content, and better technology.
- Continuous production and dissemination of high quality translations of up-to-date, relevant, priority content, in prioritised languages.
- Reliable access to evidence for speakers of those languages.
- Increased access to our translated content and by non-English speakers.

5. Description of fit with Strategy to 2020

The plan aims to ensure the successful delivery of objective 2.6 (Multi-lingual). It is also in line with Goal 1, Goal 3 and Goal 4 objectives for production, advocacy and sustainability, objective 2.1 (User centred design and delivery), and supports objective 2.5 (Accessible language).

6. Projected timelines for project

2016 initially, but if the change and plan prove successful, we aim to build on it in delivering the translation strategy beyond 2016.