Subject: Translating cases/ stories in different Indian languages in 3 simple steps

Dear Friend, Request for translation help

## Translating cases/ stories in different Indian languages following 3 simple steps

**Step 1.** Click on the URL: <u>https://smgi.in/futkarb1.pdf</u>. You will get the landscape of stories to be translated. (in order of

following priority (1. Yellow blanks, 2. Blue blanks, 3. Red Blanks)

a) Click on the title or code number of the case/ story you wish to translate to download the file.

b) Enter its Password to open the file (in English)

Step 2. Click on URL: <u>https://translate.google.co.in/</u>

a) Copy the first para of the case/ story opened as above. Paste in the left blank of the google translate.

b) Select the language in which you want to translate on the right side blank. You will get translated version.

c) Copy the translated line/ para. Open a word file and paste copied line/ para on it.

d) Repeat step 2a) to 2c) till the entire case/ story is translated.

Step 3. Now read the case/ story to edit it. Advisable to take a print out to raed.

a) Mark the changes you want to make (delete, add, modify) in the case/ story.

b) Now click on URL <u>https://smgi.in/translationhelp.pdf</u>.

c) Now click on the URL of the language in which you are translating.

d) Type in english character the word you want to write changes you want to make.

e) Press return after every word you type. It will appear in the language you have selected.

f) Copy the word(s) and paste them at appropriate place in the word file you have created in step 2 above.

g) After you have made all corrections/ changes, save the file.

You have the translated version of the case/ story with you.

Be kind enough to forward it to me at <a href="mailto:ekenadic-eke

Krishna Kumar KK at 74+ 9696561946