



for Episerver
Version 10.2.0

User Guide

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About this Guide

The images and topics contained in this guide are not representative of every GlobalLink[®] product installation. Each GlobalLink product installation is configured to meet the needs of the intended users, who may or may not require certain features and options. Therefore, the features and options covered in this guide may differ from those available on your GlobalLink product installation.

Conventions




Typographical

The following table explains the typographical conventions used in this guide.

| | |
|---------------|--|
| Bold | User interface controls, commands, and keywords in body text. |
| <i>italic</i> | Represents an input field where user input is expected. |
| <...> | Generic parameters that must be replaced by specific code or text. |

Icons

The following table explains the icon conventions used in this guide.

| | |
|---|--|
|  | Note: This icon designates a note or helpful suggestion or reference relating to the surrounding text. |
|  | Best Practice: This icon designates a suggestion for best practice relating to the surrounding text. |
|  | Alert: This icon designates a warning or alert relating to the surrounding text. In this situation, the user should exercise caution to avoid an undesirable result. |

1. Overview

GlobalLink Connect serves as a bridge between your back-end systems and our industry-leading Globalization Management System, allowing you to use the full functionality of your CMS, DMS, e-commerce, PIM, and database platforms to manage multilingual content.

GlobalLink Globalization Management Suite

The GlobalLink® Globalization Management Suite (GMS) is a modular set of translation technology products that provide enterprise solutions for organizations. The GlobalLink Suite is available in a Software as a Service (SaaS) model.

The GlobalLink Globalization Management Suite consists of the following server components:

- **GlobalLink Project Director**
Project Director is the flagship of the globalization management suite. It is an automated translation workflow system that leverages and communicates with the other GlobalLink products through a published Web services API. It is a web-based application, which can be offered as a managed service in the cloud or installed on site.
- **GlobalLink TM Server**
TM Server is a robust scalable server-based translation memory solution. It provides a centrally managed system to store and share Translation Memories (TMs) in real time across an organization. By making these assets available to all individuals involved in the translation process, companies can achieve the maximum amount of content leveraging.
- **GlobalLink Term Manager**
Term Manager is a web-based terminology management tool that allows any translation manager to modify, review, search, or delete existing terms. It provides a collaborative environment where all parties involved in the translation process can share glossary assets in real-time.
- **GlobalLink TransStudio Online**
TransStudio Online is a web-based translation tool that offers translators instant access to translation memories and terminology lists. This helps translators achieve a higher level of accuracy by providing valuable resources while removing the configuration and setup necessary with desktop applications.
- **GlobalLink TransStudio Review**
TransStudio Review is a web-based translation review tool with an intuitive user interface that allows translated content to be reviewed quickly and effectively. It features access to translation memories, terminology lists, and in-context preview for previewing translations in the original source context.
- **GlobalLink Translation & Review Portal**
Translation & Review Portal is a web-based, collaborative application that streamlines the linguistic review process. The online environment eliminates the exchange of large file sets through email and allows reviewers to review and verify content in a centralized online environment.

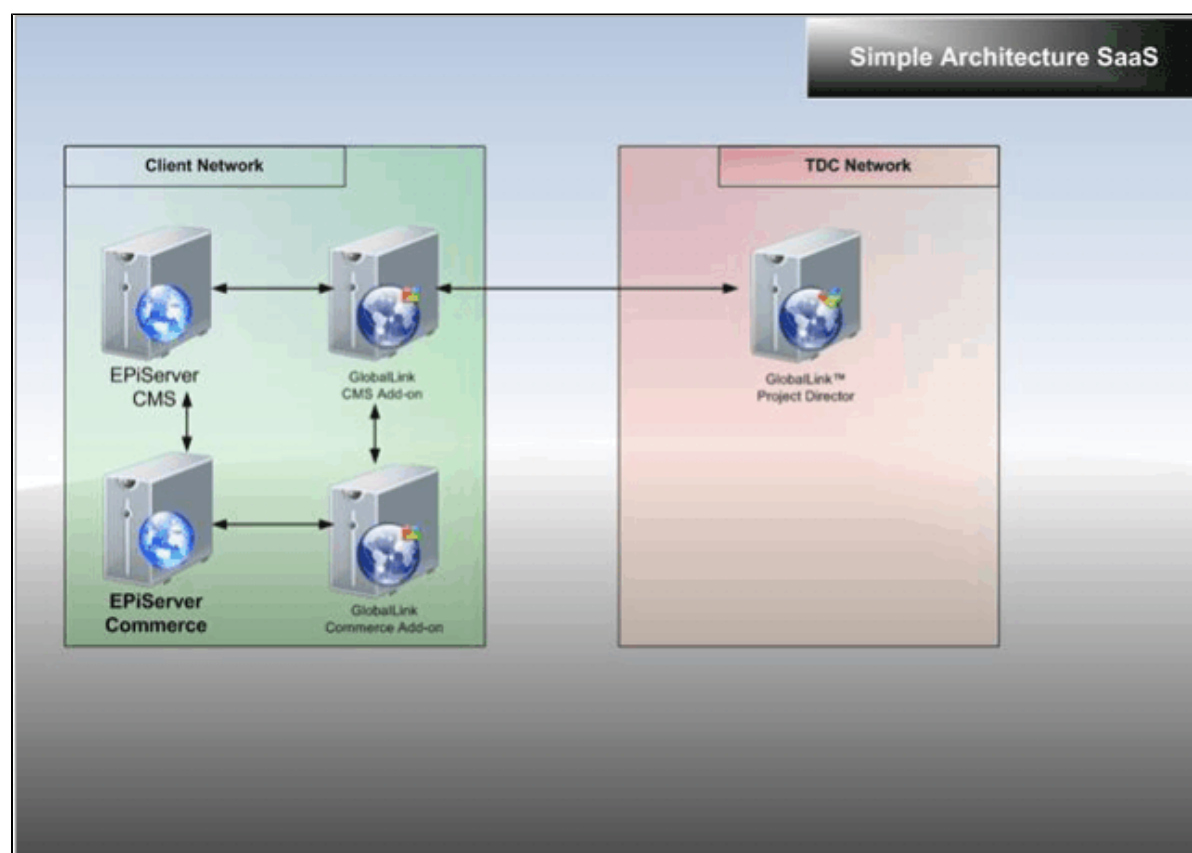
The integration with EPiServer involves Web services communication between EPiServer and GlobalLink Project Director (PD).

About GlobalLink Connect for Episerver

Translations.com's flagship Globalization Management System, GlobalLink, offers a workflow adaptor for Episerver, providing users with a powerful solution to initiate, automate, control, complete, and track all facets of the translation process. The unique combination of the robust Episerver CMS functionality and the extended localization workflow capabilities of GlobalLink gives Episerver customers a comprehensive platform to manage web content for markets around the globe.

Design Overview

The schematic below displays a visual representation of the high level architecture of the solution.



You can initiate translation workflows through GlobalLink without leaving the Episerver User Interface. Within the Episerver CMS, you can create and track translation projects, access reports describing the timeline of nodes and products sent, and access the translation history for each piece of content.

Software Requirements

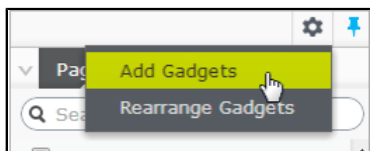
GlobalLink Connect for Episerver requires the Episerver software version 10.0 or newer to function.

2. Add the GlobalLink Gadget

The GlobalLink Gadget is a powerful add-on that sends and receives translation submissions between the Episerver CMS and GlobalLink Project Director and displays a summary of the translation nodes with their status on the dashboard.

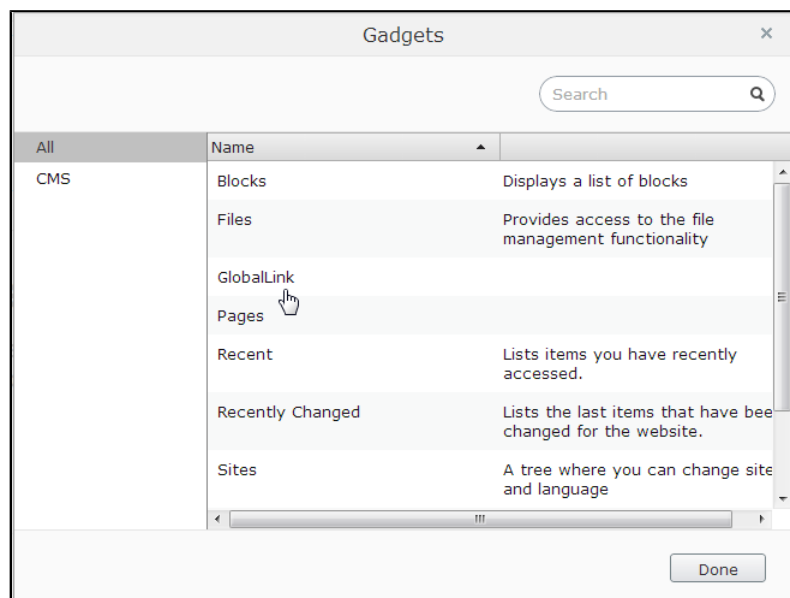
To add the GlobalLink Gadget:

1. Log in to the Episerver CMS and go to **Edit > Pages**.
2. On the **Gadgets** menu, select **Add Gadgets**.

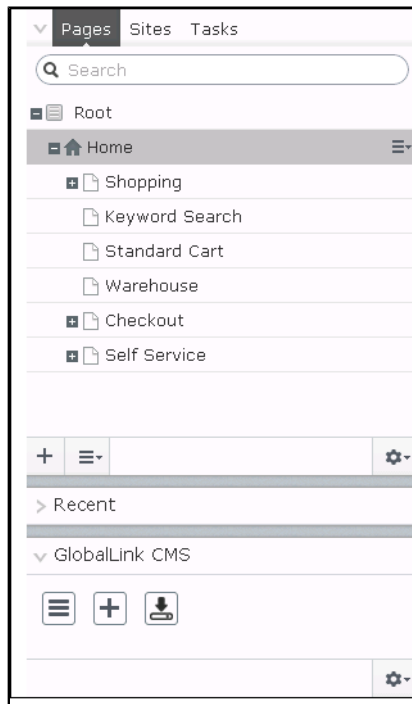


3. On the **Gadgets** list, select the **GlobalLink Gadget**, and click **Done**.

You can also add the GlobalLink Gadget to the Blocks pane.



The GlobalLink Gadget is now displayed in your CMS.



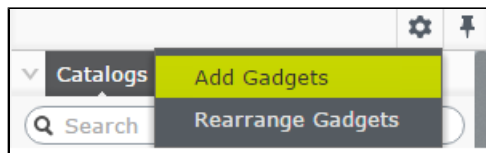
If you cannot access GlobalLink Gadget, check the Security settings in the GlobalLink configuration.

3. Add the GlobalLink Commerce Gadget

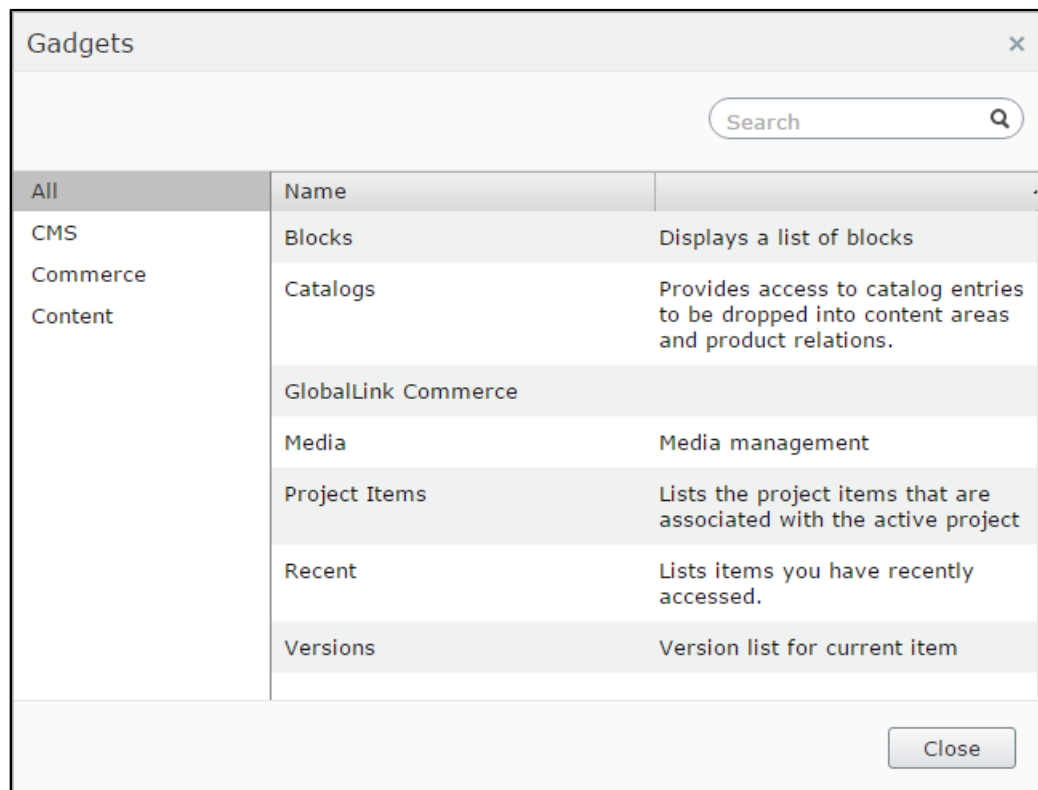
The GlobalLink Commerce Gadget is a powerful add-on that sends and receives translation submissions between your Episerver Commerce site and GlobalLink Project Director.

To add the GlobalLink Commerce Gadget:

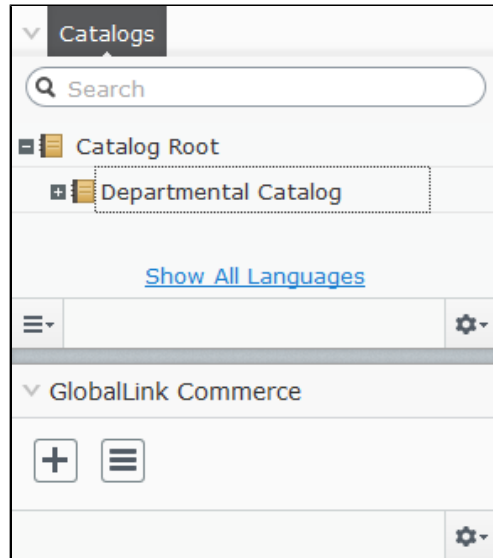
1. On the Episerver Commerce site, go to **Commerce > Catalog**.
2. On the **Gadgets** menu, select **Add Gadgets**.



3. On the **Gadgets** list, select the **GlobalLink Commerce** gadget, and click **Close**.



The GlobalLink Commerce Gadget is now displayed in your Catalogs pane.

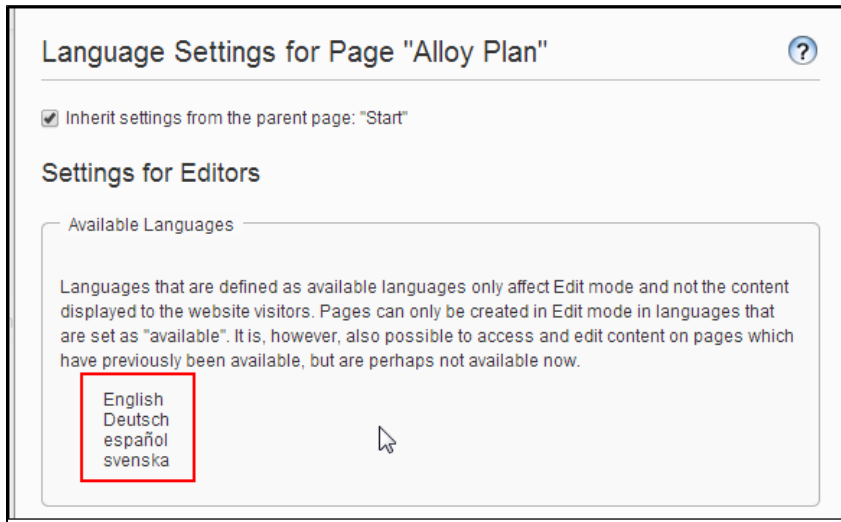


4. Create a Translation Project

This chapter describes how to create a translation project.




If content cannot be selected for translation, confirm that the target language has been enabled under Episerver's **Tools > Language Settings > Available Languages**. For more information, contact your Episerver administrator.

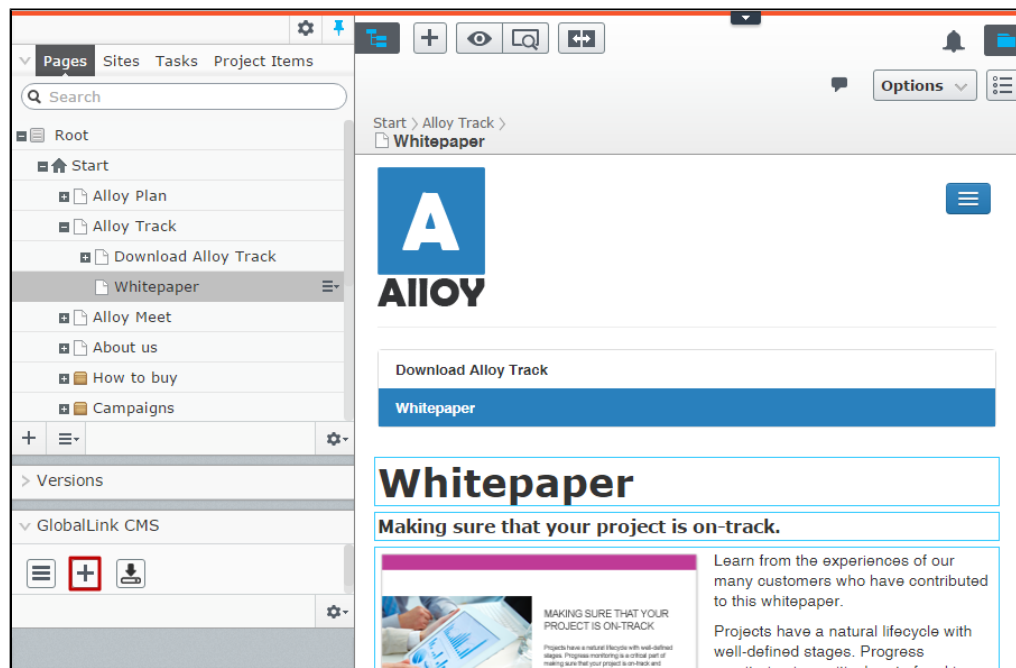


Create a Translation Project with Pages

Translation projects can be created with pages. If you cannot access the GlobalLink Gadget, check the **Security** settings in the GlobalLink configuration.

To create a translation project with pages:

1. Go to **CMS > Edit > Pages**.
2. Select the page that you want to translate and click  in the **GlobalLink Gadget**.



3. On the Translation Wizard, enter the submission information, and click **Next**

The options can vary depending on your configuration.

Translation wizard - Google Chrome

10.10.222.236:17001/CMS/GlobalLink.Translation/views/ui/EditProject.aspx?id=6_6

Submission Name

User Name

Source content

Project

Due Date

Available languages:

Target languages:

Translation Instructions

☒ **Include child nodes**

☒ **Include referenced content**

☒ **Blocks** ☒ **Pages** ☒ **Products** ☒ **Nodes**

☐ **Disable copying contentArea references**

☐ **Exclude pages Unchanged since last translation**

☐ **Exclude expired pages**

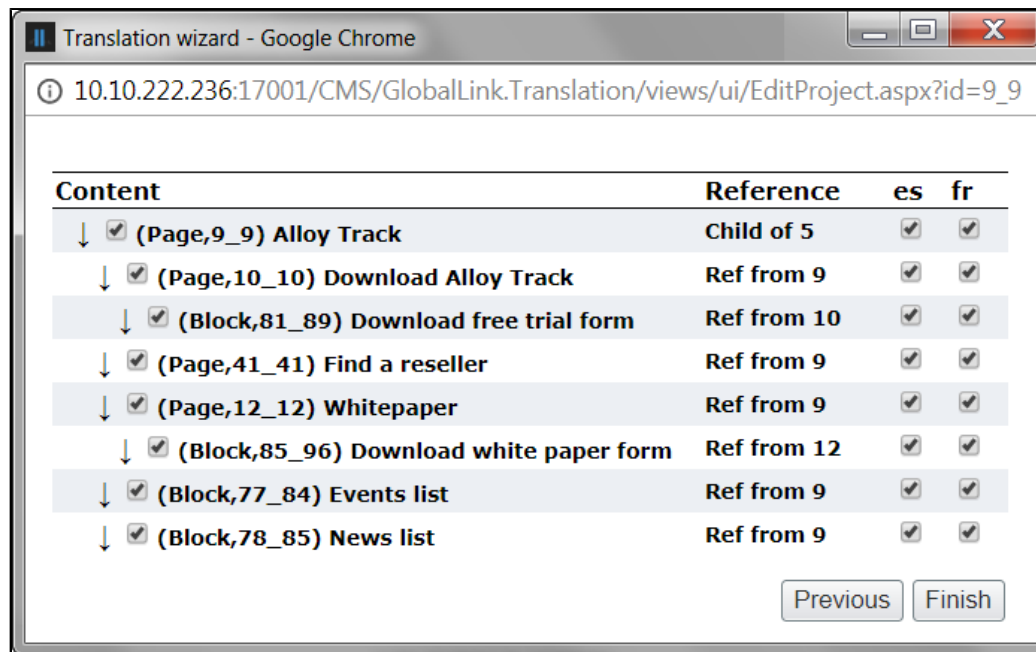
☐ **Auto-publish translated content on completion**

☒ **Cancel already sent targets if resending**

| | |
|---|--|
| Submission Name | (Optional) Change the submission name. |
| User Name | (Optional) Change the user name. |
| Source Language | Select the language the content is to be translated from. |
| Project | (Optional) Select a different project. |
| Target Languages | Select the languages that the submission must be translated to. |
| Translation Instructions | (Optional) Enter instructions for the submission. |
| Include child nodes | Include current node as well as all child nodes for translation. |
| Include referenced content | Select the page referenced content to include in the translation (Blocks, Pages, Products, and Notes). |
| Disable copying contentArea references | Do not copy the reference content area of the target. |

| | |
|---|--|
| Exclude pages Unchanged since last translation | Send only pages containing changed content for translation. If not selected, all pages are sent for translation, and previously translated content is leveraged against the GlobalLink Translation Memory. |
| Exclude expired pages | Do not send pages that have expired for translation. |
| Auto-publish translated content on completion | Publish content automatically when translation is complete. If not selected, the translated content must be manually published in Episerver. |
| Cancel already sent targets if resending | Omit target pages that have already been sent from the submission. |

4. On the Content dialog, select the desired content and locales, and click **Finish**.




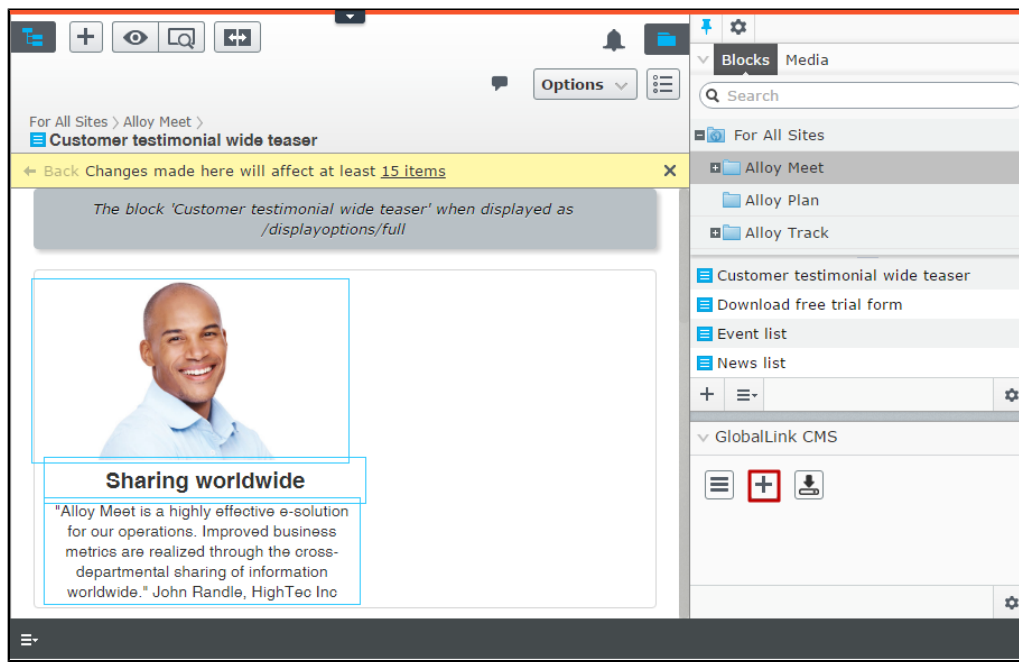
The project is created.

Create a Translation Project with Blocks

Translation projects can be created with blocks. If you cannot access the GlobalLink Gadget, check the **Security** settings in the GlobalLink configuration.

To create a translation project with a block:

1. Go to **CMS > Edit > Blocks**.
2. Select the block you want to translate, and click  on the **GlobalLink Gadget**.

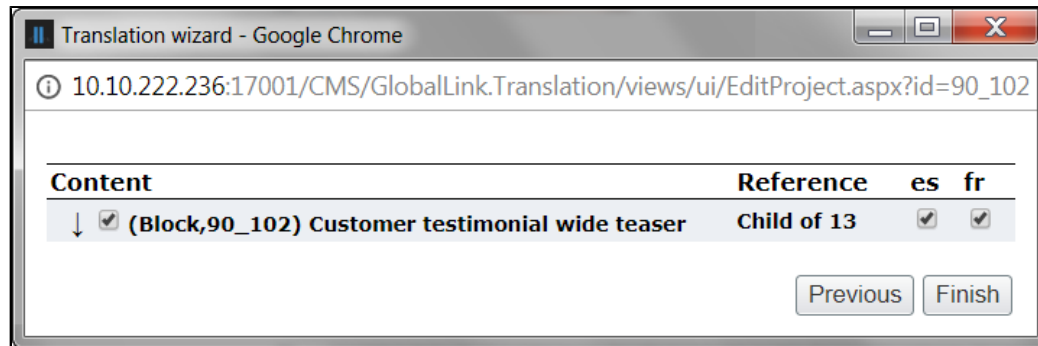


3. On the Translation Wizard, enter the submission information, and click **Next**.

- | | |
|---------------------------------|---|
| Submission Name | (Optional) Change the submission name. |
| User Name | (Optional) Change the user name. |
| Source Language | Select the language the content is translated from. |
| Due Date | Select the due date. |
| Available Languages | Select the languages that the submission must be translated to. |
| Translation Instructions | (Optional) Enter instructions for the submission. |

- Include referenced content** Include referenced content used on this page in the translation.
- Disable copying contentArea references** Do not copy the reference content area to the target.
- Auto-publish translated content on completion** Publish content automatically when translation is complete. If not selected, the translated content must be manually published in Episerver.
- Cancel already sent targets if resending:** Omit target pages that have already been sent from the submission.

4. On the Content dialog, select the content and locales for the translation project, and click **Finish**.




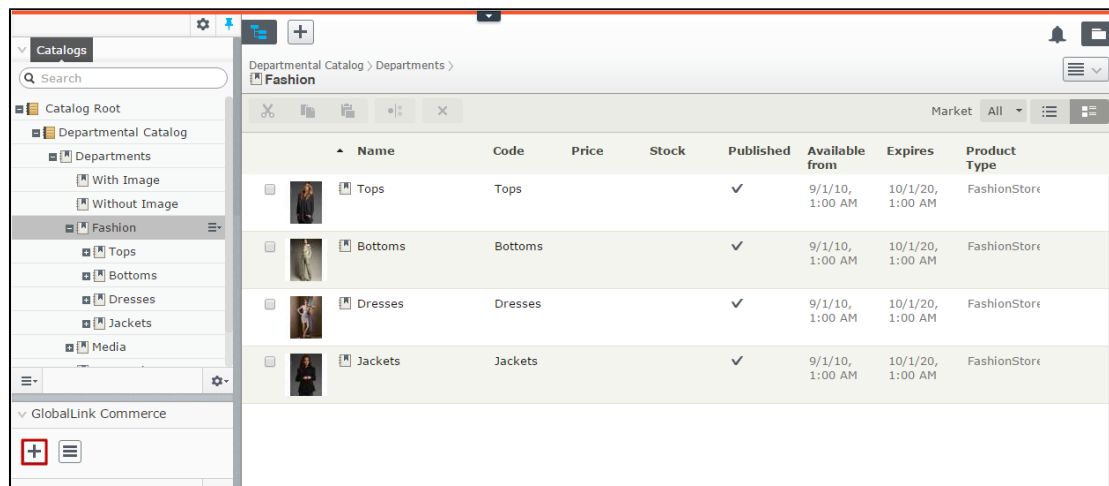
The project is created.

Create a Translation Project with Commerce Content

Translation projects can be created with Commerce Content. If you cannot access the GlobalLink Gadget, check the **Security** settings in the GlobalLink configuration.

To create a translation project with commerce content:

1. On the **Commerce** site, go to **Catalogs**, select the node or product you want to translate, and click  on the **GlobalLink Commerce Gadget**.



2. On the New Submission Wizard, enter the submission information, and click **Next**.

The options can vary depending on your configuration.

New Submission Wizard - Google Chrome

10.10.95.170:17007/commerce/GlobalLink.Translation/views/ui/NewSubmission

Submission Name

User Name

Source language

Project

Due Date

Available languages:

Target languages:

Deutsch (Deutschland) (de-DE)
français (France) (fr-FR)

Translation Instructions

☒ **Include referenced content**

☒ **Blocks** ☒ **Pages** ☒ **Products** ☒ **Nodes**

☐ **Exclude pages Unchanged since last translation**

☐ **Auto-publish translated content on completion**

☒ **Include product variations**

Next

Submission Name (Optional) Change the submission name.

User Name (Optional) Change the user name.

Source Language Select the language the content is translated from.

Project (Optional) Select a different project.

Target Languages Select the languages that the submission must be translated to.

Translation Instructions (Optional) Enter instructions for the submission.

Include referenced content Include referenced content used on this page in the translation.

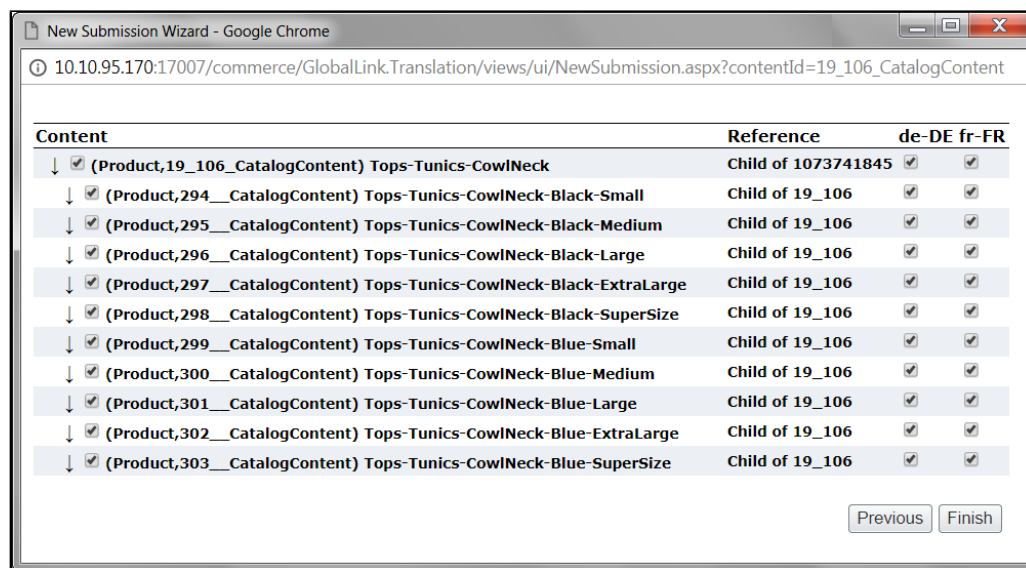
Exclude pages Unchanged since last translation Send only pages containing changed content for translation. If not selected, all pages are sent for translation, and previously translated content is leveraged against the GlobalLink translation memory.

Auto-publish translated content on completion Publish content automatically when translation is complete. If not selected, the translated content must be manually published.

Include product variations

Include current product and all variations of the product. This option is available only if a product with variations is selected.

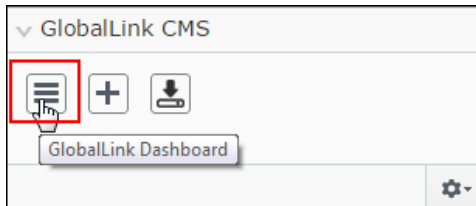
- On the Content dialog, select the desired content and locales to include in the translation project, and click **Finish**.



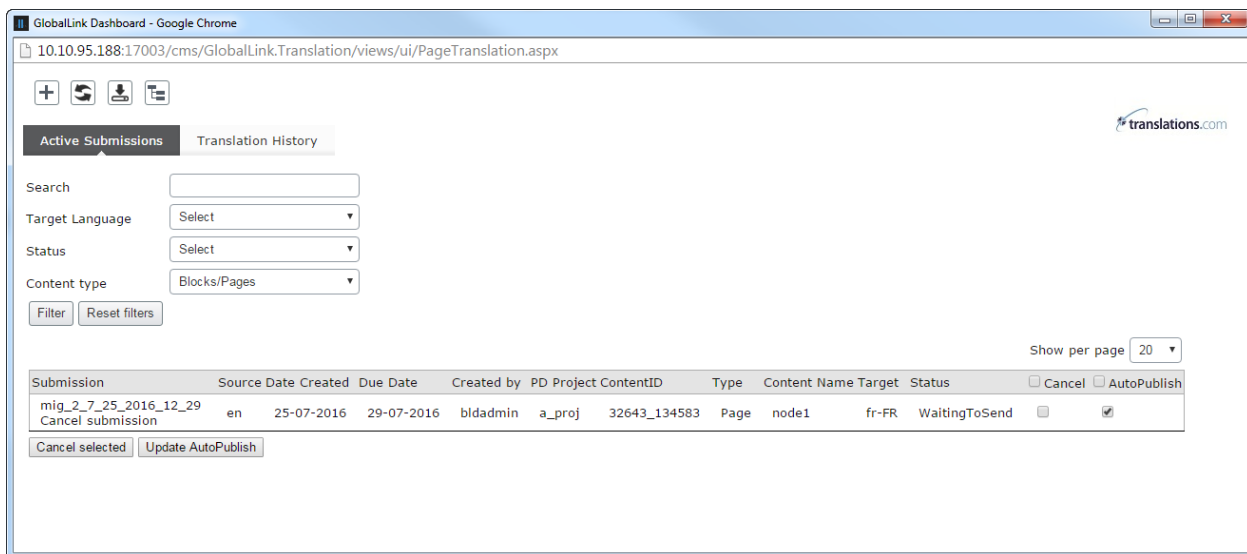
The project is created.

5. The GlobalLink Dashboard

To display the GlobalLink dashboard, click the **GlobalLink Dashboard** button in the GlobalLink Gadget.



The dashboard contains the **Active Submissions** tab, the **Translation History** tab, and action buttons to filter and refresh the dashboard. You can select the number of child levels to display on the dashboard in the GlobalLink configuration.



Active Submissions Tab

The Active Submissions tab contains a list of pages and blocks that are ready to be sent or that have been sent for translation to GlobalLink.



| | |
|---------------------|--|
| Submission | Name of the submission |
| Source | The language the content is translated from |
| Date Created | The date and time the submission was created |
| Due Date | The date and time that the submission should be completed by |
| Created By | The user who created the submission |
| PD Project | The submission's project in Project Director |
| ContentID | The content ID in Episerver |
| Type | Content type (Page or Block) |
| Content Name | Name of the content |
| Target | The language the content is translated to |
| Status | The current status of the request: <ul style="list-style-type: none"> • WaitingToSend: the content is ready to be sent for translation. • ReadyForImport: the content has been translated and is ready to be imported. |
| Cancel | Cancel the submission |
| AutoPublish | The content is automatically published after translation |



After selecting or deselecting the AutoPublish checkbox, **Update AutoPublish** must be selected to update the Autopublish settings.

Translation History Tab

The **Translation History** tab contains a log of all translation events.

| ContentID | Type | Content Name | Source | Target | Sent | Imported | Published | Cancelled | Created/Modified | Submission | Publish |
|-----------|-------|----------------------|--------|--------|---------------------|---------------------|---------------------|-----------|-----------------------------|--------------------------------------|--------------------------|
| 183_942 | Block | jap_block_aPageList | en | ja-JP | 10-03-2017 14:14:23 | 10-03-2017 14:15:21 | 10-03-2017 14:15:21 | | administrator administrator | EPISERVER_10.1.0_RC4_3_10_2017_14_13 | <input type="checkbox"/> |
| 183_942 | Block | jap_block_aPageList | en | fr-FR | 10-03-2017 14:14:23 | 10-03-2017 14:15:18 | 10-03-2017 14:15:18 | | administrator administrator | EPISERVER_10.1.0_RC4_3_10_2017_14_13 | <input type="checkbox"/> |
| 183_942 | Block | jap_block_aPageList | en | de-DE | 10-03-2017 14:14:23 | 10-03-2017 14:15:15 | 10-03-2017 14:15:15 | | administrator administrator | EPISERVER_10.1.0_RC4_3_10_2017_14_13 | <input type="checkbox"/> |
| 184_941 | Page | jap_customPageWBData | en | ja-JP | 10-03-2017 14:14:23 | 10-03-2017 14:15:12 | 10-03-2017 14:15:12 | | administrator administrator | EPISERVER_10.1.0_RC4_3_10_2017_14_13 | <input type="checkbox"/> |
| 184_941 | Page | jap_customPageWBData | en | fr-FR | 10-03-2017 14:14:23 | 10-03-2017 14:15:10 | 10-03-2017 14:15:10 | | administrator administrator | EPISERVER_10.1.0_RC4_3_10_2017_14_13 | <input type="checkbox"/> |
| 184_941 | Page | jap_customPageWBData | en | de-DE | 10-03-2017 14:14:22 | 10-03-2017 14:15:08 | 10-03-2017 14:15:08 | | administrator administrator | EPISERVER_10.1.0_RC4_3_10_2017_14_13 | <input type="checkbox"/> |

| | |
|---------------------|--|
| ContentID | The content's ID in Episerver |
| Type | Content type (Page or Block) |
| Content Name | The name of the content sent for translation |
| Source | The language the content is translated from |

| | |
|-------------------|---|
| Target | The language the content is translated to |
| Sent | Date and time content was sent to GlobalLink for translation |
| Imported | Date and time the translated content was imported to Episerver (format is dd-mm-yyyy) |
| Published | Date and time the translated content was published to Episerver |
| Cancelled | Date and time the translation request was cancelled |
| User | Name of the user who created the submission |
| Submission | The submission name |
| Publish | Select and publish the imported content using Publish Selected |



You can create a report of all active submissions by clicking the **Export All Active Submissions to csv** button.



The report is downloaded to the default Downloads folder on your computer.

Filter Content on the Dashboard

To filter content on the dashboard:

- Enter the criteria, and click **Filter**.

Search Enter a text string to limit your search to content containing this text in the Page or Block Name.

Target Language Display only content sent for translation in the specified language.

Status

Display only content currently in the selected status:

- **WaitingToSend:** Content is ready to be picked up by the GlobalLink Scheduler and sent to GlobalLink
- **Sent:** Content has been sent to GlobalLink for translation
- **Imported:** Content which has been imported and is ready to be published
- **Published:** Content which has been published
- **ToCancel:** Content which has been marked to be cancelled
- **Cancelled:** Content which has been cancelled
- **ReadyToImport:** Translated content retrieval complete from GlobalLink but failed to import in Episerver; should be reported to your GlobalLink representative

Content type

Display only Blocks, Pages, or both (Blocks/Pages)

The filtered content is displayed.

To clear filters and show all content in the submission list, click **Reset filters**.

Cancel a Translation Project

You can cancel a translation project in two ways:

- Select and cancel content in a submission
- Cancel an entire submission

Cancel Content in a Submission

To cancel content in a submission:

- On the **Active Submissions** tab, select the checkbox on the Cancel column, and click **Cancel Selected**.

| Show per page 20 | | | | | | | | | | | |
|--|--------|--------------|------------|------------|------------|-----------|------|--------------|--------|---------------|--|
| Submission | Source | Date Created | Due Date | Created by | PD Project | ContentID | Type | Content Name | Target | Status | |
| mig_2_7_25_2016_15_29 Cancel submission | en | 25-07-2016 | 03-08-2016 | bldadmin | a_proj | 47_47 | Page | Search | fr-FR | WaitingToSend | <input type="checkbox"/> Cancel <input checked="" type="checkbox"/> AutoPublish |
| mig_2_7_25_2016_15_28 Cancel submission | en | 25-07-2016 | 04-08-2016 | bldadmin | a_proj | 47_47 | Page | Search | de-DE | Sent | <input checked="" type="checkbox"/> Cancel <input checked="" type="checkbox"/> AutoPublish |
| mig_2_7_25_2016_15_27 Cancel submission | en | 25-07-2016 | 29-07-2016 | bldadmin | a_proj | 47_47 | Page | Search | fr-FR | ToCancel | <input type="checkbox"/> Cancel <input type="checkbox"/> AutoPublish |

The content is cancelled.

- Cancelled content with a **Sent** status changes to the **ToCancel** status and is cancelled when the next Scheduler runs.
- Cancelled content with a **WaitingToSend** status is cancelled directly.

Cancel a Submission

To cancel a submission:

1. On the **Active Submissions** tab, and click the **Cancel submission** hyperlink under the submission name.

| Submission | Source | Date Created | Due Date | Created by | PD Project | ContentID |
|-----------------------------------|--------|--------------|------------|------------|------------|-----------|
| EPI8_3_13_2015_7_51 | en | 13-03-2015 | 27-03-2015 | glwinuser | EPiServer | 90_102 |
| Cancel submission | | | | | | 90_102 |

2. On the confirmation dialog, click **OK**.

The submission is cancelled.

- Cancelled content with a **Sent** status changes to the **ToCancel** status, and is cancelled when the next Scheduler runs.
- Cancelled content with a **WaitingToSend** status is cancelled directly.

6. GlobalLink Scheduler Service

The GlobalLink Scheduler is displayed on the **Admin** tab under **Scheduled Jobs**. The service runs at a pre-determined interval, and sends and retrieves content from GlobalLink.

Run the Scheduler

To run the scheduler:

1. Go to **CMS > Admin > GlobalLink Scheduler**.
2. On the **Settings** tab in the right pane, select **Active**.

The screenshot shows the Episerver CMS Admin interface. The top navigation bar includes 'Dashboard', 'CMS' (highlighted), 'Commerce', and 'Add-ons'. Below this is a sub-navigation bar with 'Edit', 'Admin' (highlighted), 'Reports', and 'Visitor Groups'. On the left, a sidebar menu shows 'Access Rights' and 'Scheduled Jobs' (expanded). Under 'Scheduled Jobs', 'GlobalLink Scheduler' is highlighted. The main content area is titled 'GlobalLink Scheduler' and contains a description: 'This service updates translation task'. Below this are two tabs: 'Settings' (active) and 'History'. The 'Settings' tab shows a checkbox labeled 'Active' which is checked. Below this are two input fields: 'Scheduled job interval' set to '5' with a 'minute' dropdown, and 'Next scheduled date' set to '2017-03-02 00:00'. At the bottom right of the settings area are three buttons: 'Save', 'Start Manually', and 'Stop Job'.

3. Configure or change the time interval and the scheduled date, and click **Save**.

- To run the service manually, click **Start Manually**.
- To stop a scheduled or manually run job, click **Stop Job**.



To run the scheduler, you must be selected as the Scheduler User in Episerver.

Check the Scheduler Transaction Log

You can check the scheduler transaction log on the **History** tab, to confirm that the scheduler has run for all content sent between Episerver and GlobalLink.

To check the transaction log:

1. Go to **CMS > Admin > GlobalLink Scheduler**, and select the **History** tab in the right pane.
2. Confirm the status and messages for your submissions.

Dashboard
CMS
Add-ons

Edit
Admin
Reports
Visitor Groups

Admin
Config
Content Type

▼ Access Rights
Set Access Rights
Administer Groups
Search User/Group
Create User

▼ Scheduled Jobs
Monitored Tasks Auto Truncate
Archive Function
Automatic Emptying of Trash
Clear Thumbnail Properties
Notification Message Truncate
Notification Dispatcher
Subscription
Publish Delayed Content Versions
GlobalLink Scheduler
Link Validation
Mirroring Service
Remove Permanent Editing
Remove Unrelated Content Assets
Remove Abandoned BLOBs
Change Log Auto Truncate

▼ Tools
Export Data
Import Data
Manage Content
License Information

Product licensed to Transperfect Solutions

GlobalLink Scheduler

This service updates translation task

Settings
History

| Date | Duration | Status | Server | Message |
|-----------------------|----------|-----------|-----------------|--|
| 3/10/2017 2:14:56 PM | 31s | Succeeded | WIN-D0J98T74QU5 | OK 6 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 2:14:16 PM | 18s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 2 target(s) sent for translation. 1 submission(s) started. |
| 3/10/2017 1:27:05 PM | 13s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 12:55:52 PM | 12s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 12:55:30 PM | 12s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 12:53:38 PM | 1m:15s | Succeeded | WIN-D0J98T74QU5 | OK 8 Completed target(s) retrieved. 1 target(s) sent for translation. 1 submission(s) started. |
| 3/10/2017 12:09:05 PM | 13s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 12:08:03 PM | 11s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 11:57:30 AM | 14s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 11:55:19 AM | 13s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 11:54:40 AM | 26s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 6 target(s) sent for translation. 0 submission(s) started. |
| 3/10/2017 11:53:51 AM | 14s | Succeeded | WIN-D0J98T74QU5 | OK 0 Completed target(s) retrieved. 0 target(s) sent for translation. 0 submission(s) started. |

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| Status | Message | Description |
|------------------|---|---|
| Succeeded | Number of submissions sent for translation | A submission (translation project) was sent to GlobalLink. A single submission may contain several documents (pages). |
| Succeeded | Number of documents cancelled | A submission was cancelled in GlobalLink as a consequence of a cancellation on the adaptor dashboard. |
| Succeeded | Number of documents retrieved | A document (page) was found completed in GlobalLink and was imported to Episerver. |
| Succeeded | Number of Completed targets found on Project Director | A document (page) was found completed in GlobalLink. |
| FAILED | (none) | Contact GlobalLink support and include the GlobalLink Log file configured in EPiServerLog.config |