GlobalLink® connect

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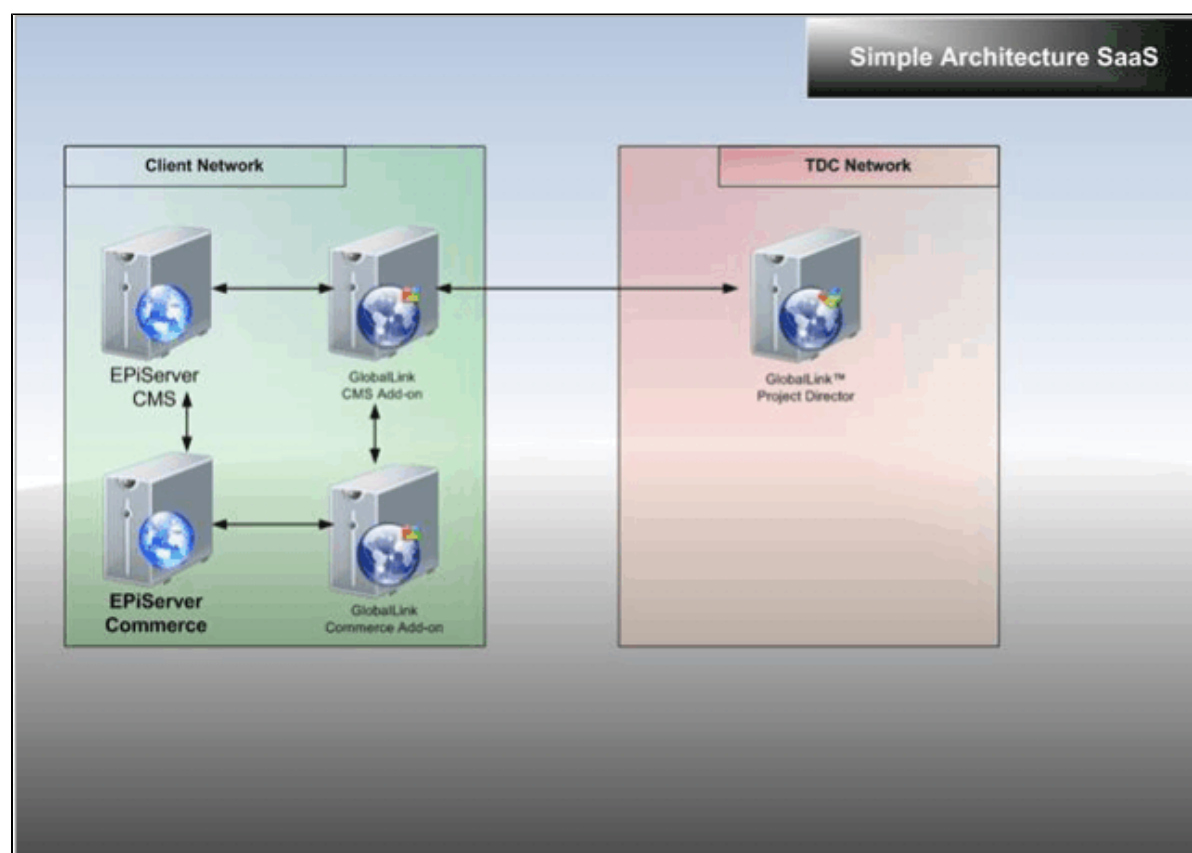
You can initiate translation workflows through GlobalLink without leaving the Episerver User Interface. Within the Episerver CMS, you can create and track translation projects, access reports describing the timeline of nodes and products sent, and access the translation history for each piece of content.

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.
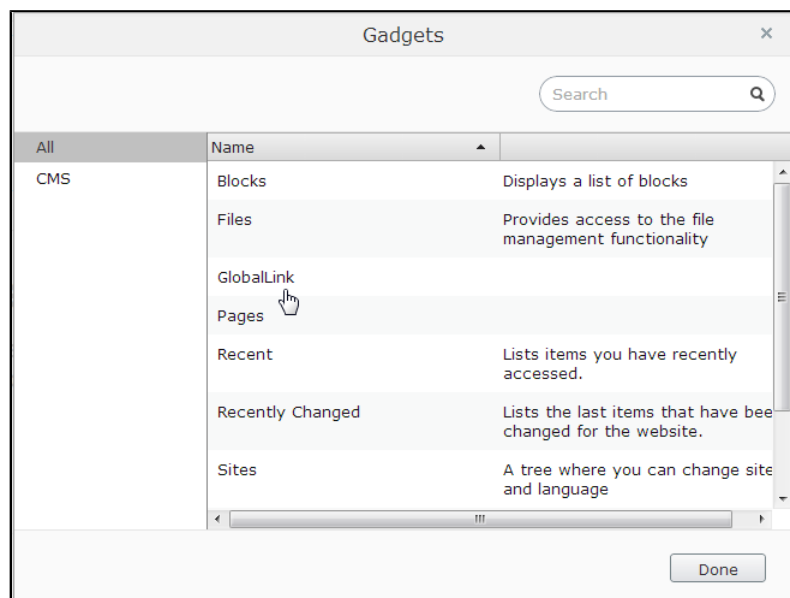
To add the GlobalLink Gadget:

1. Log in to the Episerver CMS and go to **Edit > Pages**.
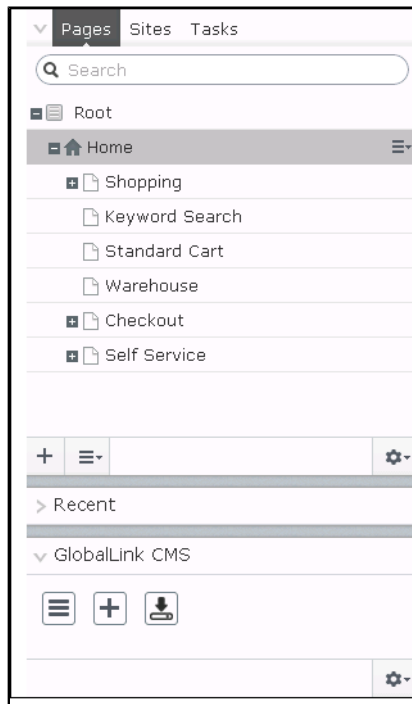
2. On the **Gadgets** menu, select **Add Gadgets**.
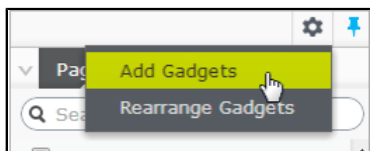
3. On the **Gadgets** list, select the **GlobalLink Gadget**, and click **Done**.

   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.
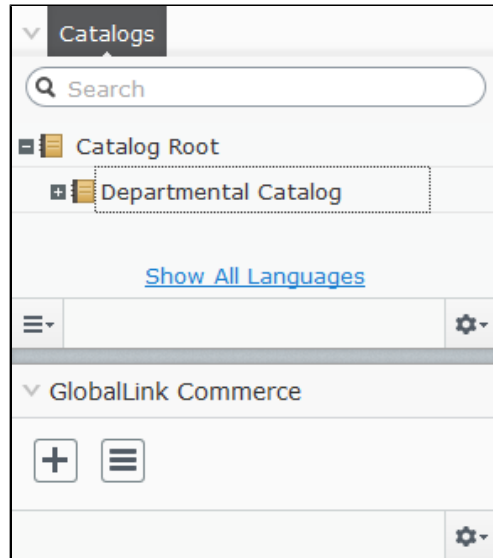
To add the GlobalLink Commerce Gadget:

1. On the Episerver Commece site, go to **Commerce > Catalog**.

2. On the **Gadgets** menu, select **Add Gadgets**.
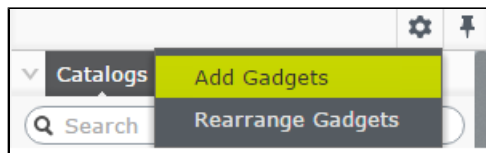
3. On the **Gadgets** list, select the **GlobalLink Commerce** gadget, and click **Close**.
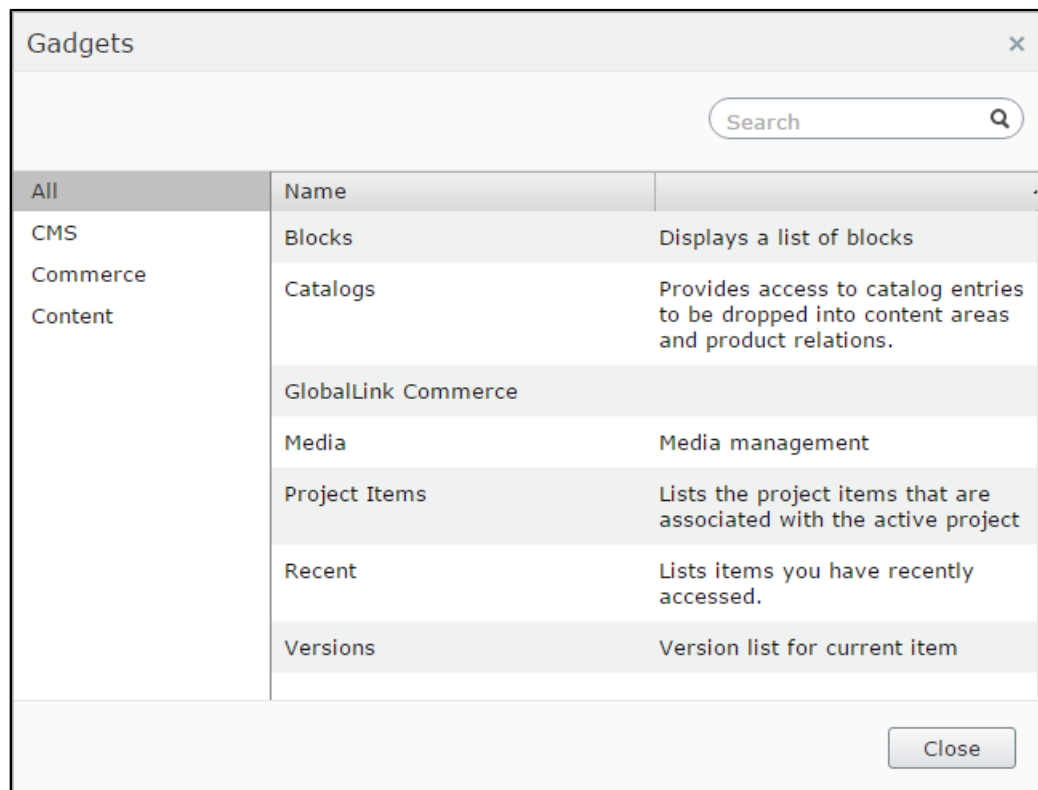
The GlobalLink Commerce Gadget is now displayed in your Catalogs pane.

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.
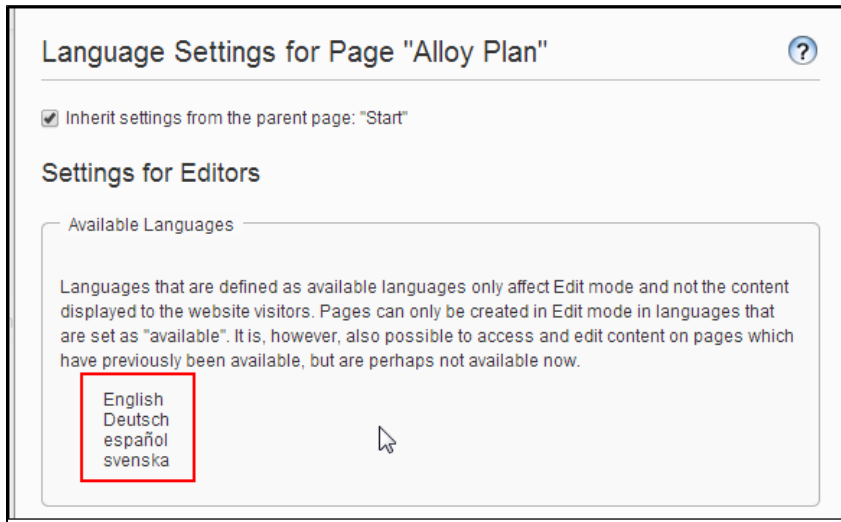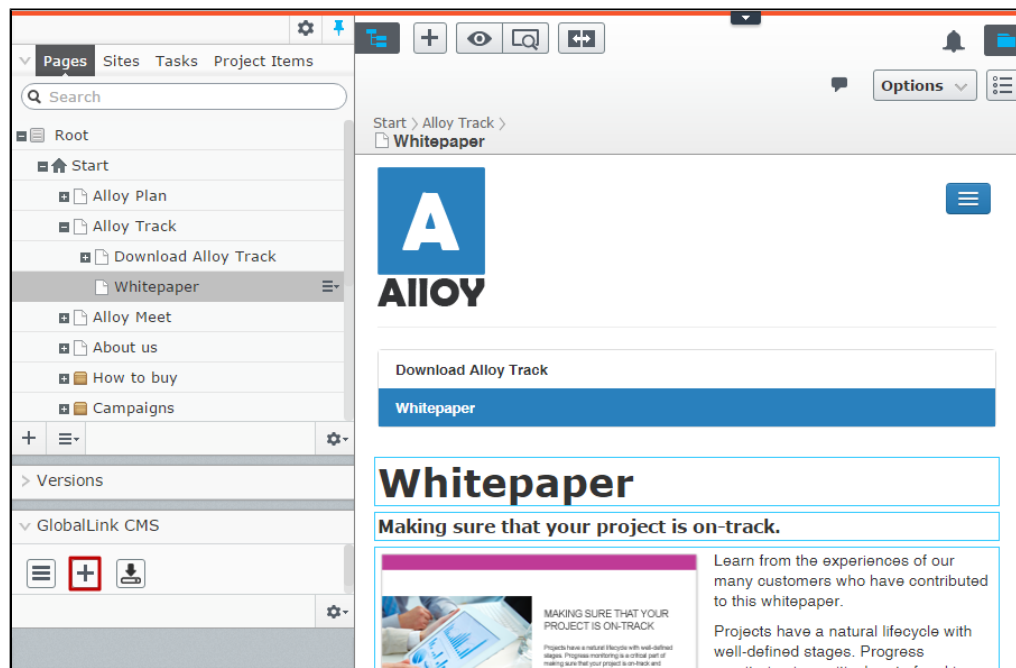

Create a Translation Project with Pages

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.

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**.
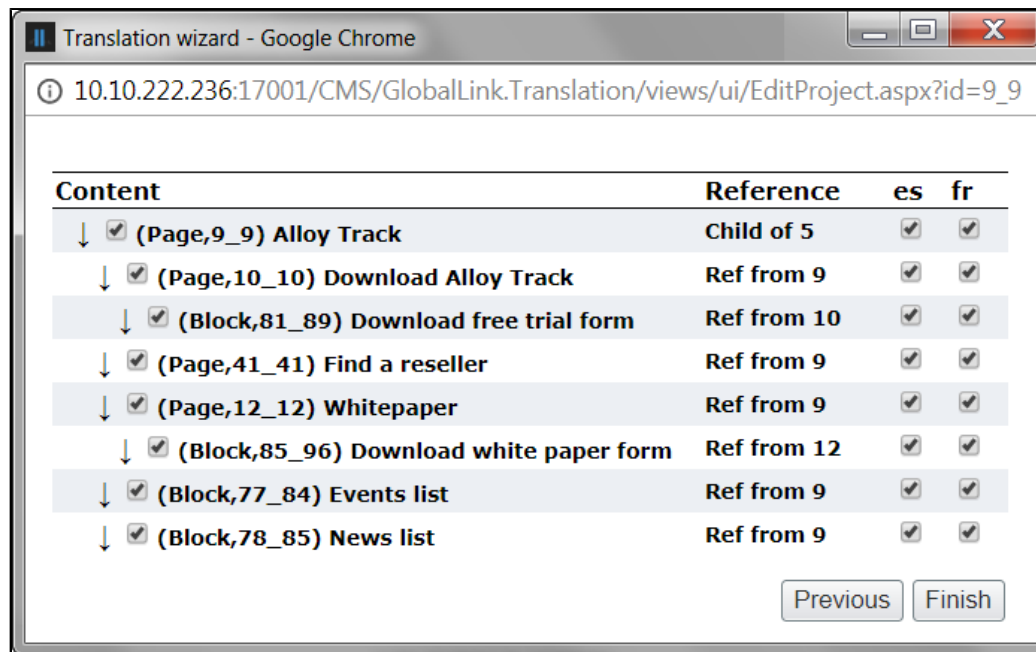
The project is created.

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**.

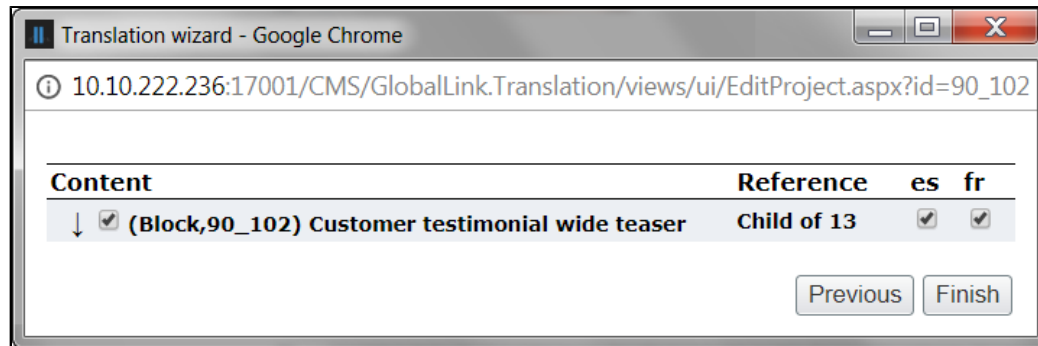2. Select the block you want to translate, and click ⊞ on the **GlobalLink Gadget**.
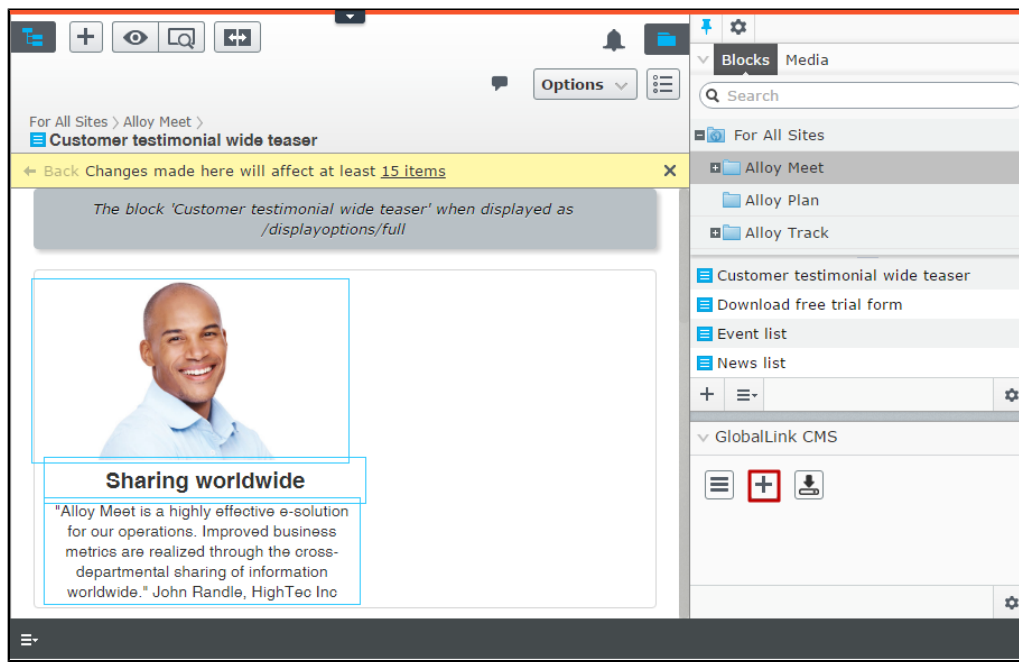
3. On the Translation Wizard, enter the submission information, and click **Next**.

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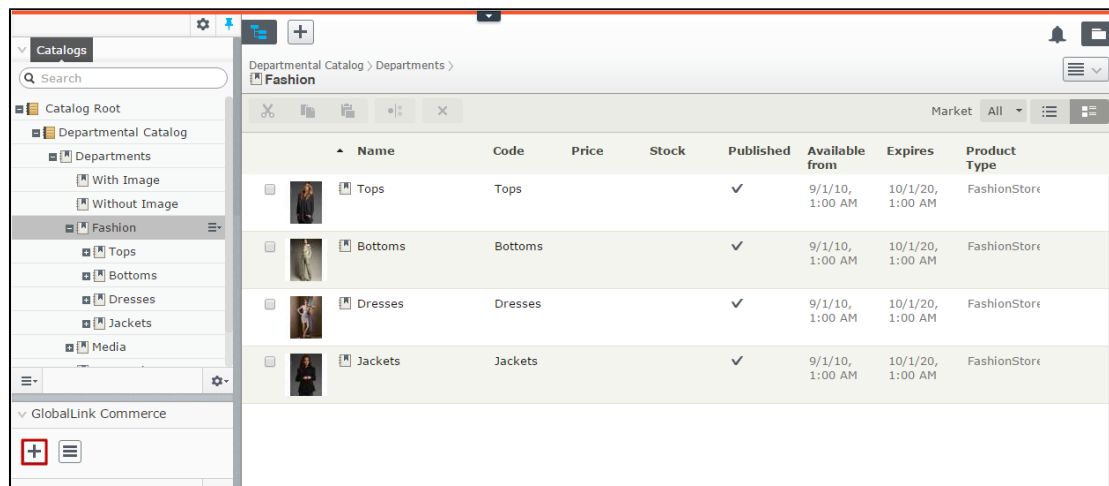
2. On the New Submission Wizard, enter the submission information, and click **Next**.

The options can vary depending on your configuration.

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. |

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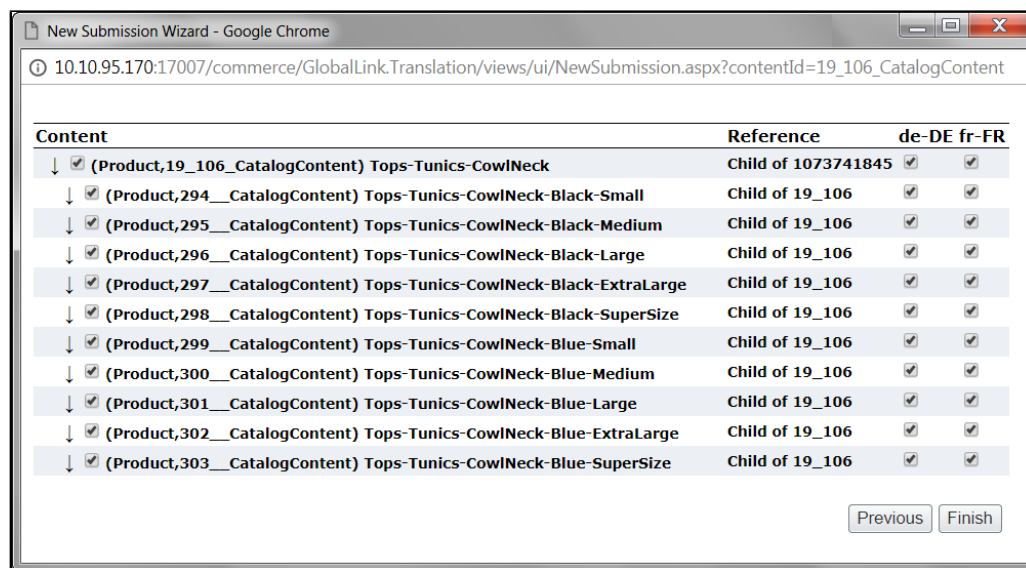

The project is created.

5. The GlobalLink Dashboard

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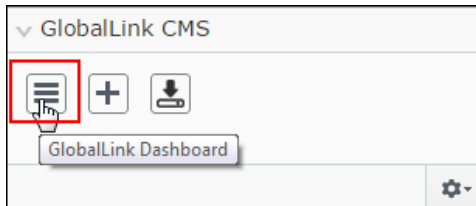
The dashboard contains the **Active Submissions** tab, the **Translation History** tab, and action buttons to filter and refresh the dashboard. You can select the number of child levels to display on the dashboard in the GlobalLink configuration.
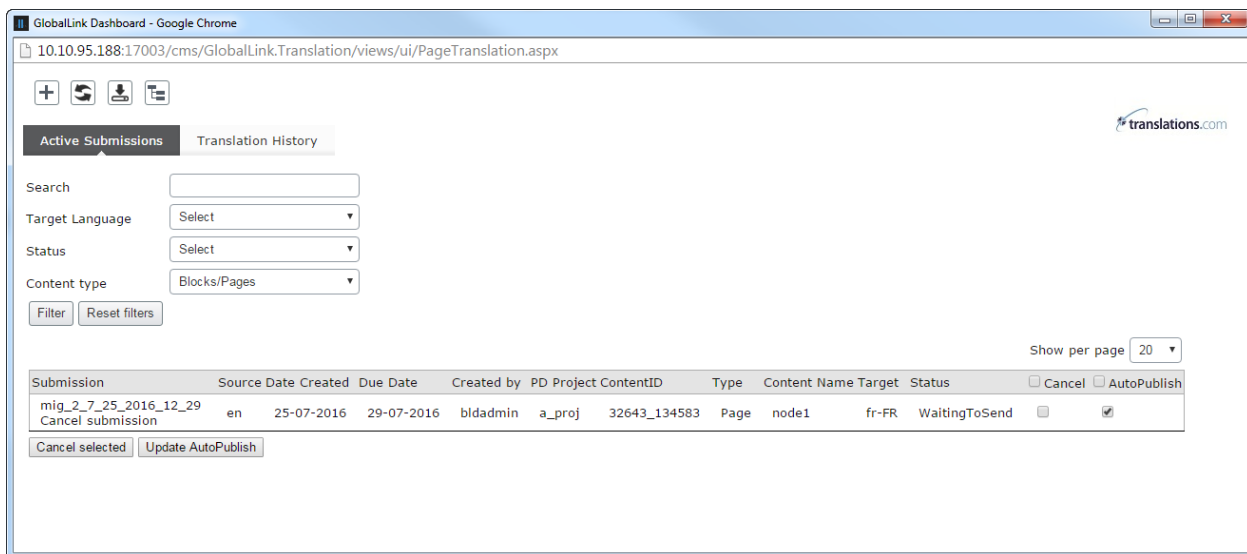
Active Submissions Tab

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:

- 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

(i) 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	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**.

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
						90_102
EPI8__3_13_2015_7_51 Cancel submission	en	13-03-2015	27-03-2015	glwinuser	EPiServer	90_102
						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**.

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.

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