



This College Africa Group course will enhance the user's skills on the subject and teaches fundamentals as well as strategies in an easy to follow, easy to understand format and includes practical exercises which will assist in developing your skills in the workplace.

## COURSE OUTLINE - Writing for a Global Audience

### Course Specifications

**Course Number:** ELK88–572 | **Software:** N/A | **Course Length:** 0.5 day(s)

### Course Description

You are a content developer with a project to localize content into other languages. You have already written the text, or you are planning to write it, and you want to have the content localized as cost effectively as possible. You need to identify and eliminate cultural language patterns from your source content, so that you can effectively and efficiently localize the content. In this course, you will prepare content for localization.

**Course Objective:** You will prepare content for localization.

**Target Student:** This course is intended for content developers, trainers, marketing professionals, writers of documentation and technical specification, and product developers who need to create content that is effective and appropriate for a global audience.

**Prerequisites:** There are no prerequisites for this course.

**Delivery Method:** Instructor led, group-paced, classroom-delivery learning model with structured hands-on activities.

### Hardware Requirements

- Pentium 90 MHz or higher processor or Macintosh PowerPC.
- Screen resolution of 800 x 600 set to 256 colors.

### Platform Requirements

#### Software Requirements

- Microsoft® Windows® 95, Windows® 98, Windows® 2000, Windows® ME, Windows® NT 4.0, Windows® XP Home Edition, or Windows® XP Professional.
- Microsoft® Internet Explorer® 5.0x, 5.5, or 6.0 or Netscape Navigator® (excluding 6.0 and 6.1).
- Adobe® Acrobat Reader 6.0 or higher; Apple QuickTime® 5.0 or higher; Macromedia® Flash Player 6.0.79 or higher; or Macromedia® Shockwave 7.0.2, 8.0, 8.5, 8.5.1 or higher.
- Turn off pop-up blocking (Windows XP with Service Pack 2 Internet Explorer users only).

#### Performance-Based Objectives

Upon successful completion of this course, students will be able to:

- Create a localization strategy, analyze content to identify problem areas, and write content suitable to be localized.

## Course Content

### Lesson 1: Preparing Content for Localization

Topic 1A: Prepare to Localize Content

Topic 1B: Identify Cultural Language Patterns

Topic 1C: Write for Localization

## ABOUT US

Established as EasyExcel, the company has been re-branded as College Africa Group. College Africa Group has been in operation since 2003 and has trained many corporate and professionals throughout Southern Africa. (For more info click here.) (<http://www.collegeafricagroup.com>)

## ACCREDITATION

College Africa Group is MICT SETA accredited and a Microsoft Partner. College Africa Group has more than 30 years' experience in Financial, Sales, Operations, Marketing and Administration Directorship and understands the problems and deadlines you face.

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## EBOOKS AND ONLINE TRAINING

Excel Essentials 2013 [Ebook](#), workbooks, and solutions.  
Excel Intermediate 2013 [Ebook](#), workbooks, and solutions.  
Excel Advanced 2013 [Ebook](#), workbooks, and solutions.  
Excel comprehensive online courses, email for more details.



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