***Welcome to Stillman Translations preliminary onboarding assessment!***

*This assessment has 5 sections. Make sure to follow the instructions and complete all the information needed.*

*The goal of this request is to analyze your performance and your potential.*

*Breathe in and out, and do your best. Hope we can count on you soon!*

**SECTION 1. INSTRUCTIONS**

*Below you will find a special instruction for section 3:*

*\*Please make sure target text mirrors source format.*

*\*Normalize spaces.*

**SECTION 2. GLOSSARY**

*In this section, you are required to complete this task:*

*\*Extract four terms (cells 1 to 4) from the text in Section 3 that you consider are worth being in the glossary.*

|  |  |  |
| --- | --- | --- |
|  | **Source** | **Target** |
| 1 | soluciones tecnológicas integrales | comprehensive technological solutions |
| 2 | IVA | VAT |
| 3 | productos en stock local | locally stocked products |
| 4 | Sistema Integral de Monitoreo de Importaciones | Integral System of Import Monitoring |

**SECTION 3. TRANSLATION**

*Please, add your sample translation below (between 300-500 words). Bear in mind this should be the best sample of your work!*

|  |  |
| --- | --- |
| **Source** | **Target** |
| Buenos Aires, 15 de Marzo del 2019  Atento a XXXXX  Sr. XXXXXX  En nombre de nuestra compañía:  Nos complace presentar la siguiente propuesta de negocios para XXXX en relación al proyecto de renovación de notebooks, en la cual se detallan los aspectos técnicos, económicos y de servicio obtenidos a partir de los resultados de la consultoría llevada a cabo para el análisis de las necesidades de su compañía.   1. Introdución   Somos una compañía especializada en proveer soluciones tecnológicas integrales para proyectos de sistemas, comunicación e informática desde 1992.  Nuestro principal objetivo es brindar a cada cliente una solución ideal para cada caso particular a través de un análisis funcional de sus necesidades comenzando por una consultoría y ofreciendo servicios de análisis, ingeniería y diseño durante la implementación del proyecto, su lanzamiento y, posteriormente, el mantenimiento del mismo. De esta manera nos aseguramos proveer la mejor solución tecnológica.  Contamos con un equipo de profesionales altamente calificados con una amplia experiencia en el rubro, lo que nos posibilita entablar una relación de confianza con nuestros clientes tanto en la implementación de sus proyectos como en la asistencia brindada en situaciones críticas de sus operaciones.  Nuestro valor principal es la confianza en nuestros clientes y su satisfacción. Ese es nuestro compromiso.   1. Especificaciones de los componentes incluidos   Artículo: Router Cisco ISR4451-X/K9 Cisco 4451-X  Cantidad: 1  Valor unitario: 12612  Valor total: 12612  Artículo: NIM-ES2-8-P 8-port POE/ POE + Layer 2 GE Switch Network Interface Module  Cantidad: 1  Valor unitario: 565  Valor total: 565  Artículo: Cisco ONE Performance on demand License for 4400 Series C1-44-PERF-K9  Cantidad: 1  Valor unitario: 2142  Valor total: 2142  Artículo: MEME-4400-4GUI6G 4G to 16G DRAM Upgrade (8G+8G) for Cisco ISR 4400  Cantidad: 1  Valor unitario: 1189  Valor total: 1189  Costo total: USD 16,508 (Dieciséis mil quinientos ocho dólares estadounidenses)  El costo está expresado en dólares estadounidenses y no incluye el IVA.   1. Condiciones particulares:   Plazo de entrega: 20 días  Mantenimiento de la oferta: 15 días  Formas de pago:  Opción 1: factura a pagar a 30 días con tipo de cambio ajustable  Opción 2: pago en efectivo/transferencia bancaria (1.5% de descuento)  Para los productos que no se encuentren en stock, los plazos de entrega son estimados. En el caso de productos en stock local el plazo de entrega dependerá de la disponibilidad del fabricante y para productos a pedido, dependerá de la aprobación del Sistema Integral de Monitoreo de Importaciones (SIMI), según la Resolución general conjunta 4185-E/2018.  Sin otro particular, agradecemos su interés en nuestros productos y quedamos a su disposición para cualquier consulta.  Saluda cordialmente  XXXX | Buenos Aires, March 15th 2019  Dear XXXX  At: Sr. XXXXX  On behalf of our company:  It is a pleasure for XXXX to present our “Technical business proposal for the XXX”regarding the notebook renovation project in which technical, economical and service aspects are described, derived from the results of our documental consultancy carried out for the fulfillment of your organization’s needs.   1. Introduction   We are a company specialized in providing comprehensive technological solutions for system, communication and informatics projects since 1992.  Our primary objective is to provide our clients with an adequate solution for each particular case through a functional analysis of their needs beginning by undertaking a consultancy and providing engineering, design and analysis services up until their project’s deployment, launching and posterior maintenance, thus ensuring the best technological solution.  We have a team of highly qualified professionals with a vast field experience, which is why we have established a trusting business relationship with our clients both when deploying new projects and when rendering our assistance on critical situations for their operation.  Our highest value is the trust in our clients and their satisfaction. This is our compromise.   1. Specifics of included components:   Item: Router Cisco ISR4451-X/K9 Cisco 4451-X  Amount: 1  Unit Value: 12612  Total value: 12612  Item: NIM-ES2-8-P 8-port POE/ POE + Layer 2 GE Switch Network Interface Module  Amount: 1  Unit value: 565  Total value: 565  Item: Cisco ONE Performance on demand License for 4400 Series C1-44-PERF-K9  Amount: 1  Unit value: 2142  Total value: 2142  Item: MEME-4400-4GUI6G 4G to 16G DRAM Upgrade (8G+8G) for Cisco ISR 4400  Amount: 1  Unit value: 1189  Total value: 1189  Overall cost: USD 16,508 (Sixteen thousand five hundred and eight United States Dollars)  Cost is expressed on United STates Dollars and does not include VAT.   1. Particular requirements:   Submission period: 20 days  Offer stands for: 15 days  Payment methods:  Option 1: 30 days date of invoice with adjustable exchange rate  Option 2: cash payments/bank transfer (1.5% discount)  The delivery period of products that are not in stock will be estimated. In the case of locally stocked products the delivery period will depend on the producer’s availability and in the case of ordered items it will depend on the approval of the *Sistema Integral de Monitoreo de Importaciones (SIMI)* [Integral System of Import Monitoring] according to General Resolution 4185-E/2018.  With no further due, we thank you for your interest in our products and remain at your disposal for any inquiries you may have.  Yours sincerely,  XXXXX |

**SECTION 4. QUESTIONS AND COMMENTS**

*We also need to check your capacity to spot potential issues beforehand.*

*In the table below, please list your questions and comments in relation with this test:*

*1. Challenging sections from the source text or sections you are unsure of should be copied or inserted into the* ***Source Text*** *column.*

*2. Write your translation in the* ***Target Text*** *column.*

*3. Doubts and comments should be written in English.*

|  |  |  |
| --- | --- | --- |
| **Source Text** | **Target Text** | **Question / Comment  (in English)** |
| dependerá de la aprobación del Sistema Integral de Monitoreo de Importaciones (SIMI) | it will depend on the approval of the *Sistema Integral de Monitoreo de Importaciones (SIMI)* [Integral System of Import Monitoring] | *I was unsure about leaving the name of the system in Spanish or translating it. Given that it is a public system and a proper name, I decided to keep it in Spanish and add an explanatory attempted translation between brackets* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**SECTION 5. REFERENCES**

*In the table below, please list the reference material you have consulted to carry out this test.*

* *Please introduce the* ***Reference source*** *(including publisher and full title as appropriate) in the first column.*
* *Specify if your reference source is general or specific. If specific, clarify which term or section the reference covers.*

|  |  |
| --- | --- |
| **Reference Source** | **General / Specific (Term)** |
| *https://www.proz.com/search/* | Sistema Integral de Monitoreo de Importaciones |
|  |  |
|  |  |

Thanks!