



LITERRA

Translation Company

Leading Eastern
European
Language Service
Provider

Ensuring clarity for our
customers since 2006

Who We Are And What We Do

- A specialist in **Russian and CIS languages** since 2006.
- **12th largest** language service provider in Eastern Europe (source: Common Sense Advisory).
- We serve corporate customers from **over 20 industries** in Europe and North America.
- We leverage large volumes of content with **tight turnaround** times, while maintaining the desired level of **quality**.
- We train translators and interpreters, develop **customised training programmes** for language professionals.
- We are a member of **European Language Industry Association (Elia)**, **Translators Union of Russia**, and co-organise **St. Petersburg Translators Club** together with some of the industry peers.



Who We Are And What We Do

- We are licensed by the Federal Security Service of Russia to handle **classified documentation**, and treat all the other customers' documents accordingly.
- We provide **training and internship opportunities** for students of various universities (including MIIS), our MD is country coordinator for Elia Exchange programme.
- Two of our staff members are **Memsorce Certified Trainers**.
- Our company is **ISO 9001** certified, we also seek certification according to ISO 17100, our MD is co-chairman of **FIT ISO Standing Committee**.



Our Services

- **Interpreting**
Consecutive, simultaneous, and chuchotage
- **Translation**
From technical documentation to fiction and business correspondence
- **Multilingual DTP**
In any Office, Adobe, Corel a.o. applications



Our Services

- **Transcreation and copywriting**
We will adapt or rewrite a text to make it unique
- **Website and software localisation**
We will localise your website from the menu to blog posts
- **Training**
We help linguists and employees grow professionally



Translation



- Over 50 active languages (Russian & CIS as specialisation);
- Design and regulatory documentation;
- Legal and financial documents;
- Drawings and diagrams of any format;
- Certificates, datasheets, manuals, specifications;
- Contract and tender documentation;
- Business correspondence;
- And much more...

Interpreting



- Over 50 active languages (Russian & CIS as specialisation);
- Negotiations and events in Russia and abroad;
- On-site interpreting;
- Simultaneous interpreting and equipment rental;
- Guide interpreters' services;
- Over-the-phone interpreting;
- Chuchotage.

Multilingual DTP and Ancillary Services



- Any Office, Adobe, Corel a.o. applications;
- Conversion from PDF/JPEG/TIF to editable format;
- Desktop publishing, formatting and design services;
- Pre-press;
- Printing services.

Transcreation and Copywriting



- Rewriting of marketing texts and other materials intended for publication;
- Cultural adaptation of content to fit the target market;
- Consulting services.

Website and Software Localisation



- Content translation;
- Multimedia translation;
- Linguistic and functional testing;
- Multilingual SEO;
- Consulting services on localisation strategy.

Training



- Customised programmes on site and at our offices;
- Webinars and online courses;
- Basic translation and interpreting skills, DTP skills;
- Industry specific in-depth translation training;
- Tools and industry trends;
- A special course in Simplified Technical English (STE-100).

Technical Capabilities

- **CAT-tools**

Memsource, SDL Trados, Across, MemoQ, STAR Transit a.o.

- **QA tools**

ApSIC Xbench, Verifika, integrated QA modules in CAT-tools

- **Translation Management System**

Bespoke TMS with customer access used as the basis for commercially distributed QTRM

Translation Process Workflow



Vendor Management



They Trust Us

Schneider
Electric

3M

FESTO

ABB



NISSAN

ENKA

SIEMENS

amcor



Honeywell

SDL*

Canon

legrand®



EXPOFORUM

SCHAEFFLER

Why Work With Us?

- **Direct benefits**

In our work we follow reasonable pricing strategies and provide an optimum price-time ratio.

- **Reliability**

The scalability of our production directly reflects on our ability to seamlessly work through large volumes of documentation in sometimes impossible deadlines.

- **Convenience**

Bespoke account manager at your disposal to handle all project-related or invoicing issues, conference manager at an interpreting assignment or dedicated project manager liaising with you on the project progress.

- **More opportunities**

You can track invoices and download completed projects directly from our TMS. We are constantly redeveloping it to streamline the customer-vendor communication.

Contact information

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