

Bitexts: See the documents where eLUNa found matches. Remove or add bitexts and set priorities.

Index selection: See the list of indexes searched. Remove or add indexes from other duty stations.



Sources

None: Deactivate automatic machine translation.

TAPTA4UN: Show machine translation automatically when no matches are found.

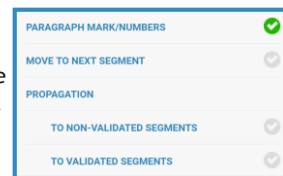


Machine Translation

Paragraph mark/numbers: Display paragraph marks and numbers.

Move to next segment: Tick to move to the following segment when clicking Apply.

Propagation: Propagate your translation to identical unconfirmed or confirmed segments.

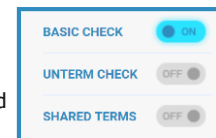


Settings

Basic check: Check for inconsistencies in numbers, symbols, dates, and repeated sentences.

UNTERM check: Check for inconsistencies in country names, UNTERM titles and entries marked as Avoid or Superseded in UNTERM.

Shared terms: Check for inconsistencies with terms stored in the Shared terms panel.



Quality Assurance Check



View

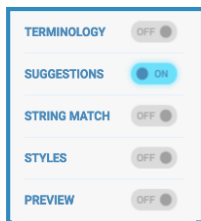
Terminology: Highlight terms from UNTERM.

Suggestions: Highlight segments with matches.

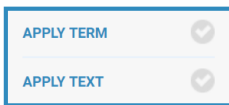
String match: Highlight matches of six words or more.

Styles: Display the document styles.

Preview: Display your translation as if it were exported and edit it in real time.



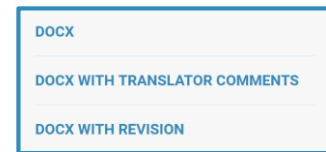
Pretranslation



Apply term: Replace terms in the target column with terminology from UNTERM.

Apply text: Replace the text in the target column with matches found by eLUNa.

Export



Docx: Export a clean file.

Docx with translator comments: Export the file with comments.

Docx with revision: Export the file with the changes by a reviser.

Document Information

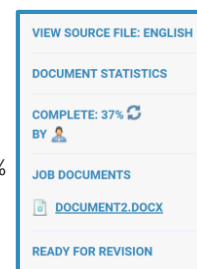
View source file: Download your source file.

Doc statistics: View eLUNa processes status.

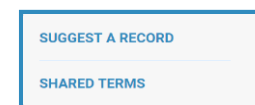
Complete: Shows the % of text translated and the translator's name.

Job documents: See files under the same job number.

Ready for revision: Click if the file is ready to be revised.



Terminology



Suggest a record: Suggest a UNTERM record.

Shared terms: Keep track of terms used or agreed with colleagues working under the same job number.

Type any string of text and search

Find and Replace

Increase (+) or decrease (-) font size

View color codes, shortcuts and the eLUNA guide, or report issues

Terminology is highlighted in green and hyperlinked to the UNTERM record

UN document symbols are hyperlinked to bitexts

Right click on a segment to see more options

Click Apply to confirm the translation

Double click or press Alt + Down Arrow to insert target terms

Click on the source term to view the UNTERM record

Click on the arrow to insert a suggestion

Click on the percentage to see the differences with respect to your source text in tracked changes

Browser, log-in and support

eLUNA is supported by **Google Chrome** and **Mozilla Firefox**. Go to cms.unov.org to log in.
 For technical support, contact gtext-support@unov.org.

Color codes

- Confirmed translated segment
- Autotranslated or autoreplaced
- Tentative translation
- Match found
- Comments and footnotes
- 100% match

Edit box toolbar

- Bold**
- Italic**
- Underline**
- Strikethrough**
- Subscript**
- Superscript**
- Toggle case**
- Request MT for the segment**
- Access formatting options**
- Add a comment**
- Request references**
- Dictate**
- Mark as tentative**

For more information, visit the eLUNA Help Page at <https://cms.unov.org/meta/eluna-help-page>.

Keyboard shortcuts

You can use shortcuts for different tasks. Some handy ones are:

| | |
|----------------------|--|
| Ctrl + Enter | Apply and move to next untranslated segment |
| Ctrl + Alt + Enter | Apply and move to next segment |
| Ctrl + Shift + Enter | Apply and do not move to another segment |
| Ctrl + Q | Mark as tentative |
| Ctrl + Insert | Copy source text to target segment |
| Alt + Down Arrow | Select term from Terminology panel to insert |
| Alt + F3 | Toggle capitalization in selected text |
| F2 | Add a comment |
| F4 | Lookup selected text |
| Shift + ? | Launch a UNTERM search |
| Esc | Show list of shortcuts |
| | Close pop-up |