



WHO ARE WE?

Cambodian Translation Link “CTLink” (formerly known as Cambodian Translation Network) is a leading Cambodian based translation service provider. It was established in 2005 bringing together a dynamic and multilingual team of Khmer and expatriate translators and interpreters skilled in two or three languages and come from various disciplines.



In today’s global business environment, language has played a very crucial role in communication and business operation. From ridiculous headlines to awkward or sloppy use of the local language, translation mistakes can be costly, embarrassing, and even disastrous. **CTLink** can assure accuracy and consistency on every project large or small, regardless of the turn-around requirements through our 3-Step Translation Process: (i) Initial Translation, (ii) Proofreading and (iii) Quality Assurance.

Therefore, **CTLink** is well- known for providing great value at extremely competitive rates, high quality, and prompt service. It has been fully recognized by many local and international organizations, book publishers, embassies in Cambodia such as Australian Embassy, UNESCO, Traidcraft UK, oversea translation agencies in Australia, New Zealand, Singapore, Thailand, Malaysia, the USA, France, India and other organizations and individual clients with wide range of documents for various purposes.



OUR CODE OF ETHICS AND PRACTICES

- 1) **Professional conduct:** Interpreters and translators shall at all time act in accordance with the standards of conduct and decorum appropriate to the aims of CTLINK, the national professional association of interpreters and translators.
- 2) **Confidentiality:** Interpreters and translators shall not disclose information acquired during the course of their assignments.
- 3) **Competence:** Interpreters and translators shall undertake only work which they are competent to perform in the language areas for which they are “accredited” or “recognized”.
- 4) **Impartiality:** Interpreters and translators shall observe impartiality in all professional contracts.
- 5) **Accuracy:** Interpreters and translators shall take all reasonable care to be accurate.
- 6) **Employment:** Interpreters and translators shall be responsible for the quality of their work, whether employed as freelance practitioners or by interpreting and translation agencies or other employers.
- 7) **Professional development:** Interpreters and translators shall continue to develop their professional knowledge and skills.
- 8) **Professional solidarity:** Interpreters and translators shall respect and support their fellow professionals.

SERVICES

1. Translation

We offer translation of all kinds of text in the following language pairs:

- | | |
|------------------------|--------------------------|
| (1) English <-> Khmer | (6) Laotian <-> Khmer |
| (2) Chinese <-> Khmer | (7) Russian <-> Khmer |
| (3) French <-> Khmer | (8.) Thai <-> Khmer |
| (4) Japanese <-> Khmer | (9) Vietnamese <-> Khmer |
| (5) Korean <-> Khmer | |

2. Interpretation

Meeting, workshops, seminars, training courses, conferences, national forums, public debates

3. Editing, Proofreading and Copywriting

Proofreading is a necessary for effective written communication and publications. The most successful proofreading is carried out by fresh eyes that are new to your document to ensure those small details are picked up that you may have been just too close to your document to spot. Proofreading is especially important in reviewing translated documents, books, reports, research paper, thesis, business contract and so forth where many errors can easily arise.

4. Transcription and Khmer Typesetting

We also provide special service for audio transcription (conversion from sound to text), Khmer typesetting and translation for video subtitles.

5. Web Design and Software Localization

Attractive web design, and up to date software localization will increase your business productivity and incomes.

6. Multilingual DTP

Our comprehensive multilingual DTP service can help you with all your artwork and typesetting in the following areas:

- ✓ Catalogues
- ✓ Advertisement
- ✓ Leaflets
- ✓ Brochures
- ✓ Packaging
- ✓ Corporate multimedia and slide presentations
- ✓ Business stationery
- ✓ Foreign language business cards
- ✓ Multilingual newsletters
- ✓ Khmer Tattoo Design is also available on request.

7. Thesis Writing and Research Consultancy

We provide both technical and consultancy assistance to different types of thesis writing and research.

8. Khmer Language Course

- ✓ Khmer Language Course for Beginners
- ✓ Khmer Language Course for Intermediate Learners
- ✓ Khmer Language Course for Advanced Learners

9. Cross-Cultural Training and Consulting

Our panel of trainers and consultants can assess multilingual brand strategies and advise on cultural considerations for diplomacy and international business.

OUR SPECIALIZATION

We are specialized in:

- ✓ Khmer/Foreign Language Desktop Publishing (DTP)
- ✓ Video & Audio Transcription/Translation / Subtitling / Dubbing
- ✓ Reports / Certificates / Legal Documents
- ✓ Training Materials
- ✓ Marketing Materials
- ✓ Catalogs & Manuals
- ✓ Packaging & Labels
- ✓ Tradeshow Materials
- ✓ Research Documents
- ✓ Book Translation
- ✓ Multimedia
- ✓ Religion Translation Solution: We have the extensive experience and track record to deliver religious translation projects on time whilst maintaining sensitive quality standards. We are specialized in the translation of the Bible, Buddhist Texts, Confucian Texts, Hindu Texts, Islamic Texts, Taoist Texts and other religious texts.

SUBJECTS OF EXPERTISE

Advertisement, Marketing, Agriculture, Arts, Environment, Communications, Computers/IT, Cooking/Food/Beverages, Education/Training, Environmental Science, Fashion/Clothing, Film, Theatre, Finance, Economics, Health and Beauty, History, Hospitality and Tourism Industry, Instructions/Manuals, Internet/Multimedia, Journalism-Press, Legal, Literature/Publishing, Medical, Music, Patents/Intellectual Property, Philosophy, Theology, Religion, Politics, Sports, Psychology/Psychiatry, Real Estate, Social Sciences, Song lyrics/Poetry, Sociology, Veterinary/Animals.

Software/Applications

- ✓ MS Office Applications
- ✓ Adobe InDesign
- ✓ Adobe FrameMaker
- ✓ Adobe PageMaker
- ✓ Adobe Illustrator
- ✓ Adobe Photoshop
- ✓ Adobe Acrobat
- ✓ Quark XPress Passport
- ✓ Corel Draw
- ✓ FreeHand
- ✓ SDL Trados 2007



RATES

The rates are based on the combination of the languages, the complexity of the documents and the required turnaround time. To get a free quotation, please contact

Tel: +61 (0)423 633 720 (Australia) | +855 (0)12 76 63 64 (Cambodia)

Email: chanroeunkh@gmail.com | chanroeun.pa@ctlink.net

* Please note:

- For larger translation projects, a discount is negotiable.
- We operate a minimum charge for a small translation project.
- A concrete quote cannot be given until we have viewed and assessed material properly.

Payment Terms

- <1000 words (source language): One-time full payment before delivery
- >1000 words (source language): 50% down-payment, with further payment and delivery broken up into stages

Payment Methods

- Paypal
- Wire transfer
- Bank Cheque

TURNAROUND TIMES

Our experienced translators will translate an average of approximately 250-300 words per hour depending on the nature of the text. After the completion of the translation, the translated text will be handed over to another translator to re-read and check simply for quality of expression and accuracy. These are our average delivery times:

- Up to 500 words- 8 hours
- 1,000 to 3000 words- 36 hours
- Over 3,000 words, the turnaround time can be negotiable

CONTACT US

To get a free quotation, to place an order or request for more information about CTLINK, please contact us:



Contact in Australia

#35B/60 Wattle St. Lyneham,
ACT 2602, Australia
T: +61 (0) 423 633 720
E: chanroeunkh@gmail.com
chanroeun.pa@ctlink.net
W: www.ctlink.net
Skype: chanroeunkh

Cambodia Office

11ZI, St.276, Phnom Penh
P.O Box 2058, Phnom Penh 3
Cambodia
T: +855 (0)12 76 63 64
E: admin@ctlink.net
ctlink.cambodia@gmail.com
W: www.ctlink.net