cloudwords

Cloudwords Drupal Module

Quick Start Guide

cloudwords

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INTRO

Drupal has become a leading platform for managing web-based content. It can be used to deliver your corporate website, as a support and FAQ portal, or virtually anything else you can dream of. More and more companies, including many large enterprises in the Fortune 500, are using Drupal to present and manage their web-based content.

But what if you're a company who needs to serve audiences who speak different languages?

Some popular Drupal modules can help you serve content in the language preferred by your site visitors. Unfortunately, Drupal does not offer any way to efficiently manage the process of translation for even a small amount of content. Drupal customers often have to copy and paste their source content into a document they send to their translation vendors, and then copy and paste all the translated materials back into Drupal. The sheer time and error-prone nature of this makes translating Drupal content painful at best, impossible at worst.

Cloudwords, using its best-in-industry integration knowledge and API, has made translating Drupal easier.

HOW IT WORKS

Through the Cloudwords for Drupal module, you will:

- Pick what Drupal pages, nodes, menu items, etc. you want to send out for translation
- Sync that content to Cloudwords and route it to the translation vendor(s) of your choice
- Sync the translated content back into Drupal once your translation vendor has delivered the translated content into Cloudwords
- Let our module automatically detect new and outdated translations that require your attention

Since the Cloudwords for Drupal module manages your translation process via Cloudwords, you enjoy all the standard Cloudwords benefits:

- Time-saving project management and workflow
- Vendor management
- Cost-saving benefits of centralized Translation Memory, and more.

Cloudwords also sends your Drupal content to translation vendors via XLIFF, a translation industry XML standard that helps simplify the process to drive down translation costs and time.

cloudwords

BEFORE YOU INSTALL

Please go through the checklists below to make sure you are ready to install the Cloudwords for Drupal module.

In Cloudwords

Cloudwords offers a sandbox test environment for trying out the Drupal integration before switching it on to your production account. This allows you to try out the module without having to pay for translations.

A) Testing with Cloudwords Sandbox Account

- □ To create a Cloudwords sandbox account, go to http://developer.cloudwords.com and sign up for free. You will receive a welcome email with instructions on how to access your new sandbox account.

- □ Generate an API key:
  1. Log into your **Cloudwords Sandbox** account.
  2. In the upper right corner, click **Settings > My Account**.
  3. Click the API tab.
  4. Click the Generate Access Key button. Take note of this.

B) Testing with Cloudwords Production Account

- □ If you do not already have an existing Cloudwords production account, sign up for one at http://www.cloudwords.com/editions/start-today/. You will receive a welcome email with instructions on how to access your new production account.

- □ Generate an API key:
  1. Log into your **Cloudwords Production** account.
  2. In the upper right corner, click **Settings > My Account**.
  3. Click the API tab.
  4. Click the Generate Access Key button. Take note of this.

In Drupal

- □ Confirm you are using **Drupal version 7.x**. The Cloudwords module for Drupal does not work with previous versions of Drupal (6 or earlier).

- □ Confirm the following modules are installed in Drupal:

- Entity API
- Chaos Tool Suite
- Views
- Views Bulk Operations

- ☐ Optionally, install the Internationalization module. If you choose to enable Internationalization, be sure to enable the corresponding Cloudwords i18n components and install the dependent variable module.
- ☐ Install the PHP cURL library. (For example, on Ubuntu, the command is sudo apt-get install php5-curl.)
- ☐ Disable the Entity Translation module.
- ☐ Enable the View UI module (installed as part of Views, listed above).

Please verify that you have set the private upload directory for your Drupal instance. In Drupal, click **Configuration**. In the **Media** section, click **File System**, and ensure that the **Private file system path** field has a valid value.

- ☐ To keep up-to-date on any issues and fixes related to the module, create a user account on Drupal.org (if you haven't done so already) and then subscribe to the feed.

PHP 5.2

Please, make sure the following setting in your php.ini file is set to **off**:

php_flag output_buffering

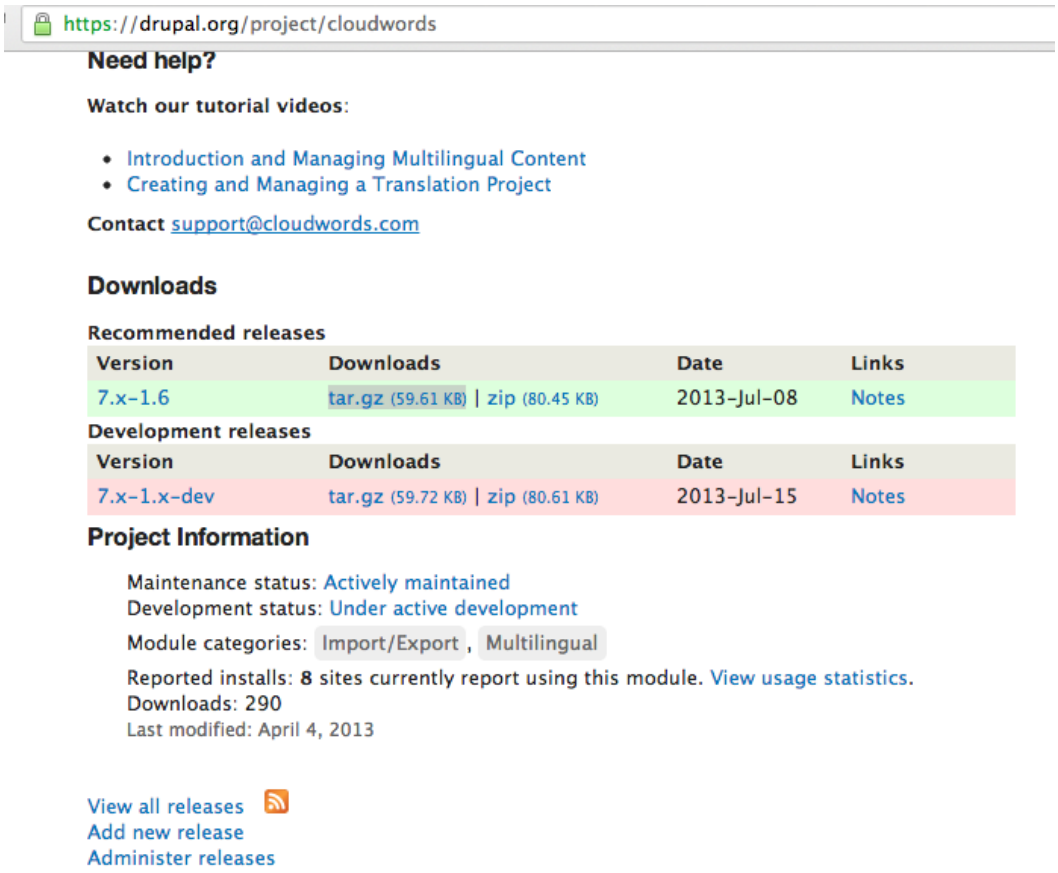
INSTALLING THE CLOUDWORDS DRUPAL MODULE

There are two ways to install the Cloudwords Drupal module: upload module files to a Drupal 7 site:

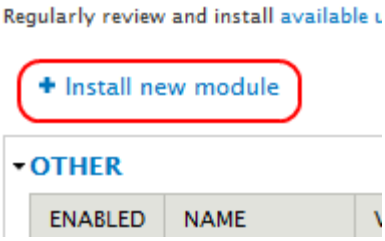
- Option 1: Through the Drupal user interface—This may not work on some servers, though it is a more user-friendly choice.
- Option 2: Manually on the server

OPTION ONE: Install the Cloudwords Module using the Drupal user interface

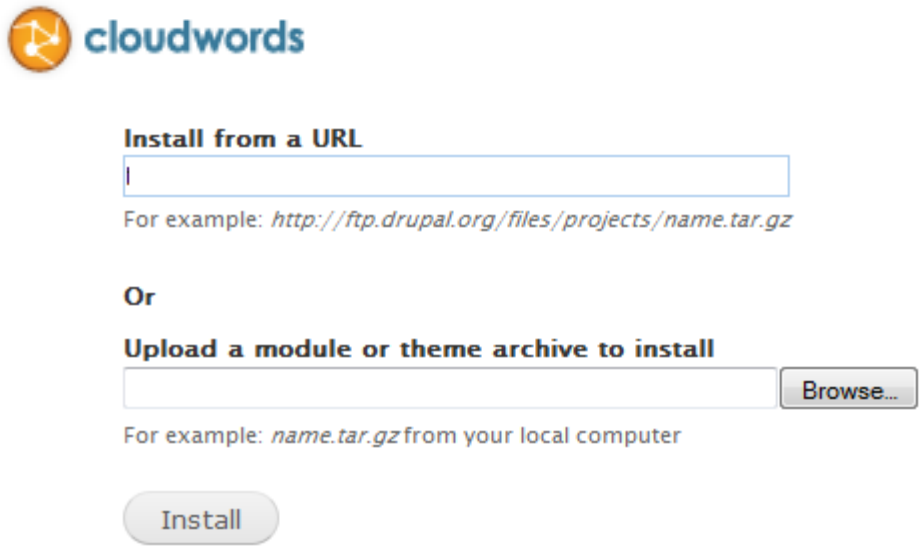
1. **Go to** https://drupal.org/project/cloudwords
2. Scroll to the bottom of the page and **download the latest stable release** (Highlighted in **green**).



3. **Login** into Drupal with Administrator rights.
4. Navigate to the **Modules > List (tab)**, and click the **Install New Module** link. (Note: You must have the **Update Manager module enabled** to see this link.)



5. You will be prompted to either enter a URL or upload a *.tar.gz* or *.zip* file that you have saved to your local computer:



6. Right-click in the **Install from a URL** box and paste the URL you grabbed in step 2.
7. Click the **Install** button. The Update Manager copies the files into your sites/all/modules folder.
   NOTE: If your site asks for your FTP username and password, it is referring to the username and password to access *your* site, not drupal.org
8. On the next screen, click the **Enable Newly Added Modules** link.
9. Enable the Cloudwords module by checking the Cloudwords checkboxes and click Save Configuration.
10. In the main menu, click **Configuration**, then **Web Services**, then **Cloudwords**.
11. In the **API Authorization Token** field, copy the API key you generated in Cloudwords (see page 4).
12. Click **Save Configuration**.
13. Proceed to the next secion.

OPTION TWO: Install the Cloudwords Module manually on the server

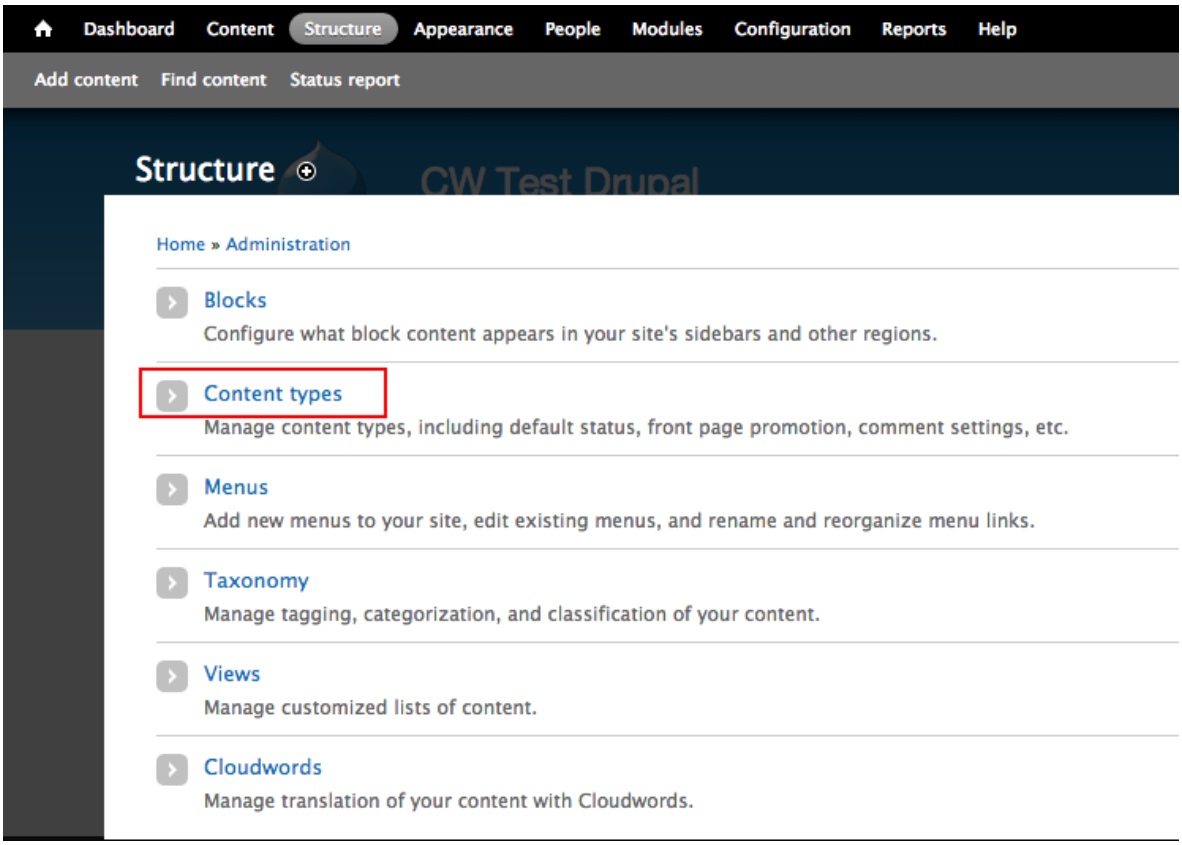
1. **Go to** https://drupal.org/project/cloudwords.
2. At the bottom of the page, **download the *.tar* or *.zip* file** to your local computer.
3. **Extract the files**. You should see a list of files extracted into a folder.
4. **Transfer the files with SFTP or FTP to the desired modules folder in your Drupal installation** (or if you are using version control, add and commit them to your code repository). ***Contributed* modules belong in sites/all/modules**. (If you are running a multi-site installation of Drupal, use sites/my.site.folder/modules for modules there that are specific to a particular site in your installation. Modules that will be shared between all sites should be placed in sites/all/modules.)
5. Click the **Enable Newly Added Modules** link.
6. Enable the Cloudwords module by checking the Cloudwords checkboxes and click Save Configuration.
7. In the main menu, click **Configuration**, then **Web Services**, then **Cloudwords**.
8. In the **API Authorization Token** field, copy the API key you generated in Cloudwords (see page 4).

9. Click **Save Configuration**.
10. Proceed to the next section.

ENABLING MULTILINGUAL SUPPORT

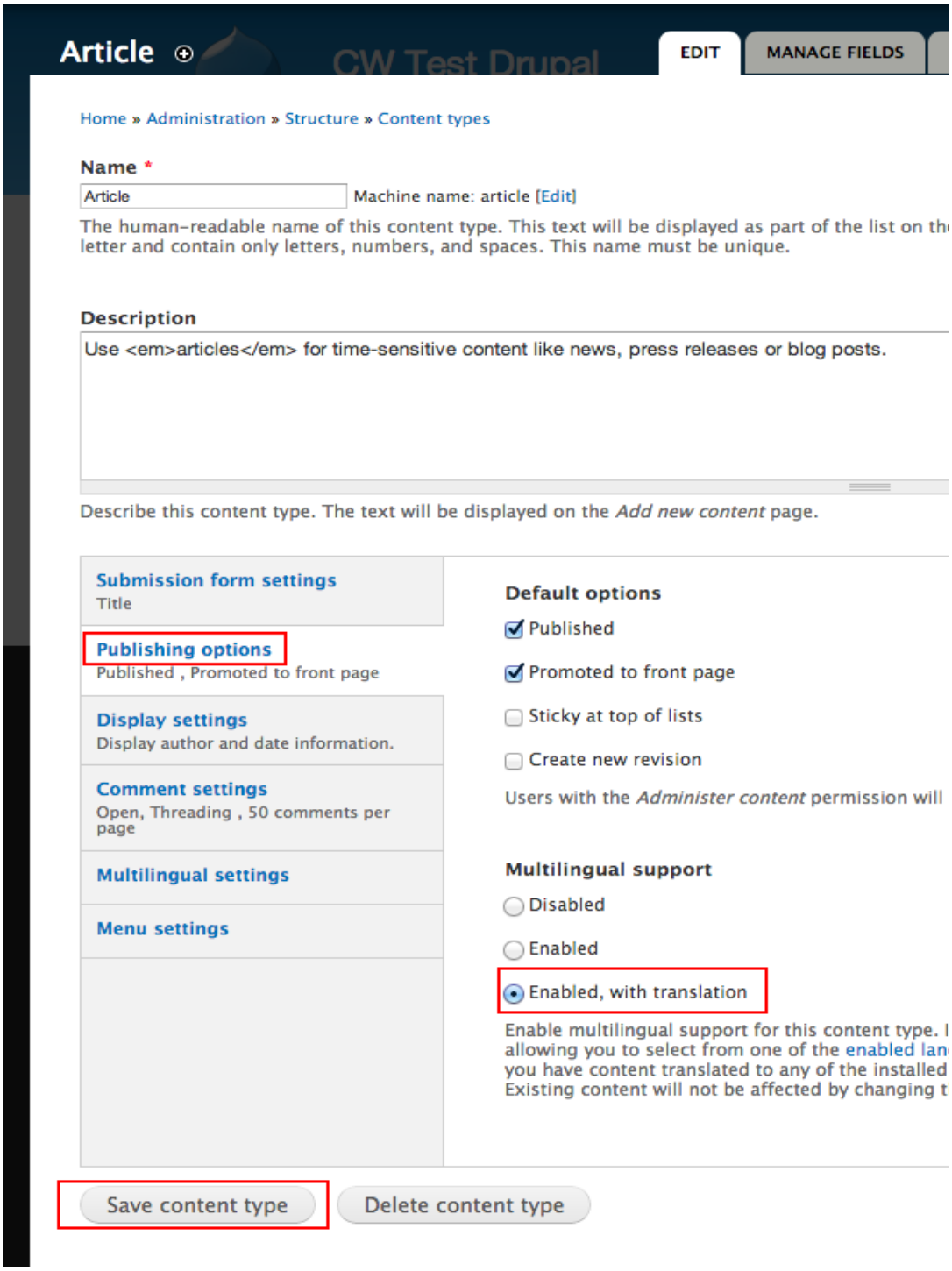
Before you can begin creating translation projects, you will to need enable multilingual support in the Drupal UI. If you have already done this, skip to the next section.

To enable Multilingual Support, first open the Structure area from the Drupal toolbar. Next, select **Content Types**.



Next, click on **edit** for each **Content Type** you wish to translate.

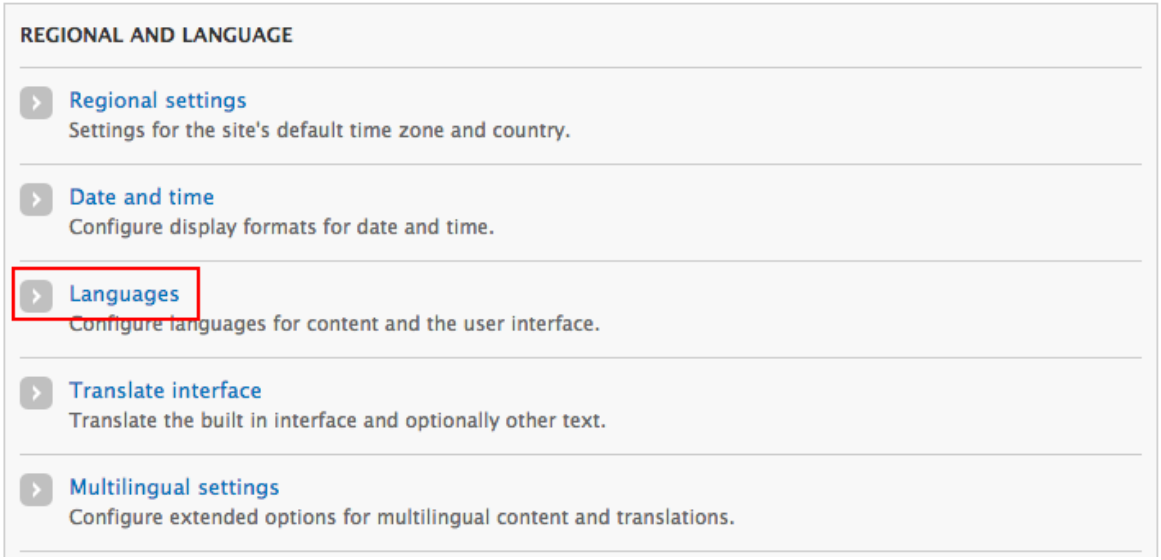
Select **Publishing Options** in the left-side navigation. Under the **Multilingual Support** section, select the **Enable, with translation** radio button and click **Save content type**.



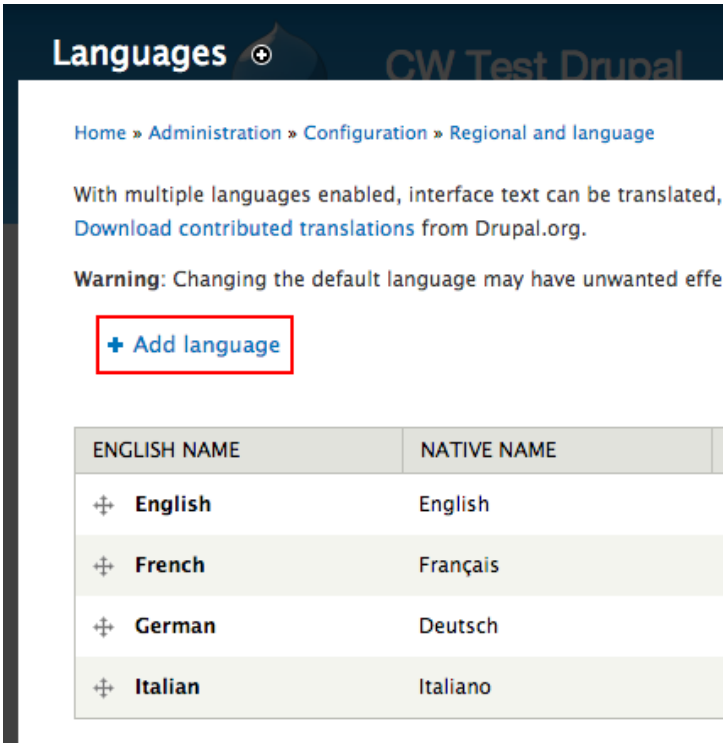
ADDING LANGUAGES

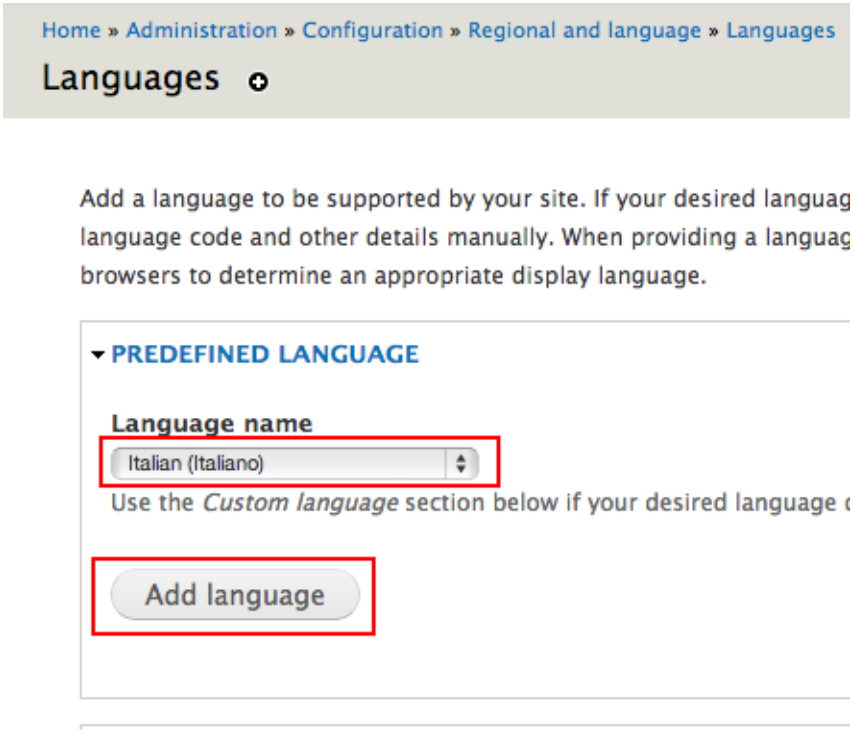
You will need at least two languages enabled in your Drupal instance before creating translation projects through Cloudwords. If you have already done this, skip to the next section.

First, open **Configuration** from the Drupal toolbar and click **Languages** in the **Regional and Language** section.



Next, select **Add Language** to add the desired language.

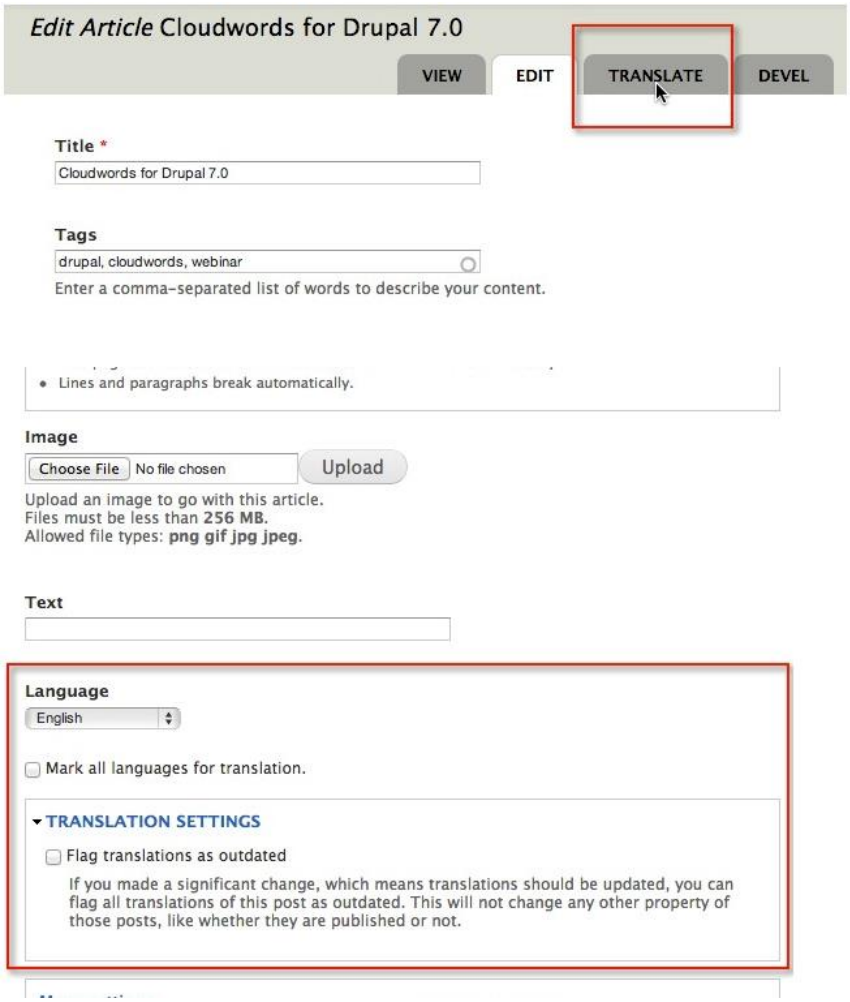




VERIFYING THE MODULE WAS INSTALLED CORRECTLY

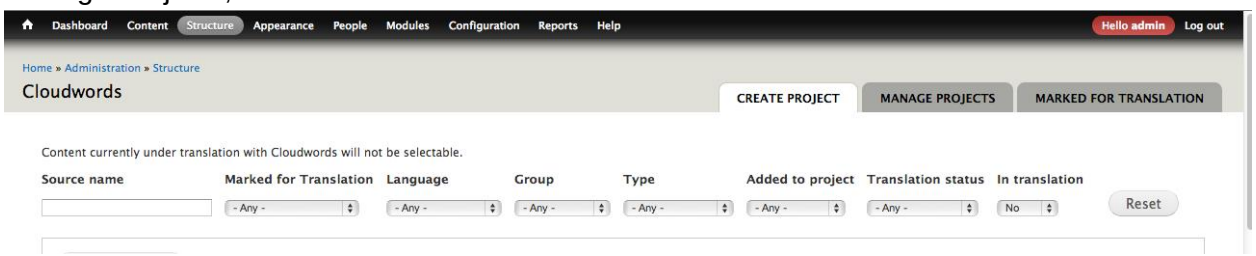
Before you begin to translate content, verify that you have installed the module correctly:

- ☐ Browse to a page you want to translate. Click **Edit**. You should see a **Translate** tab, and a "Language section, as shown in the screenshot below.



If you don't, make sure the node is not set to "LANGUAGE_NEUTRAL" language.

- ☐ In Drupal, click **Structure > Cloudwords**. Confirm that you see three tabs: Create Project, Manage Projects, and Marked for Translation.



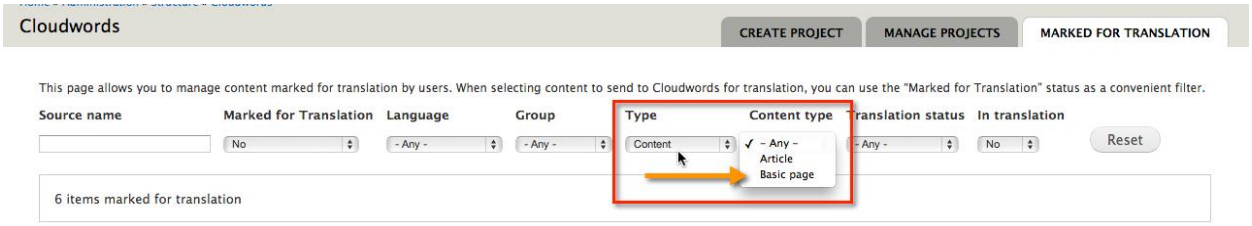
- ☐ In Drupal, click **Structure > Cloudwords**, and then the **Marked for Translation** tab. You should see list of your content.

HOW TO GET YOUR CONTENT TRANSLATED

Now that you've installed the module and verified it's been installed correct, consider a couple of issues before jumping into your first translation project:

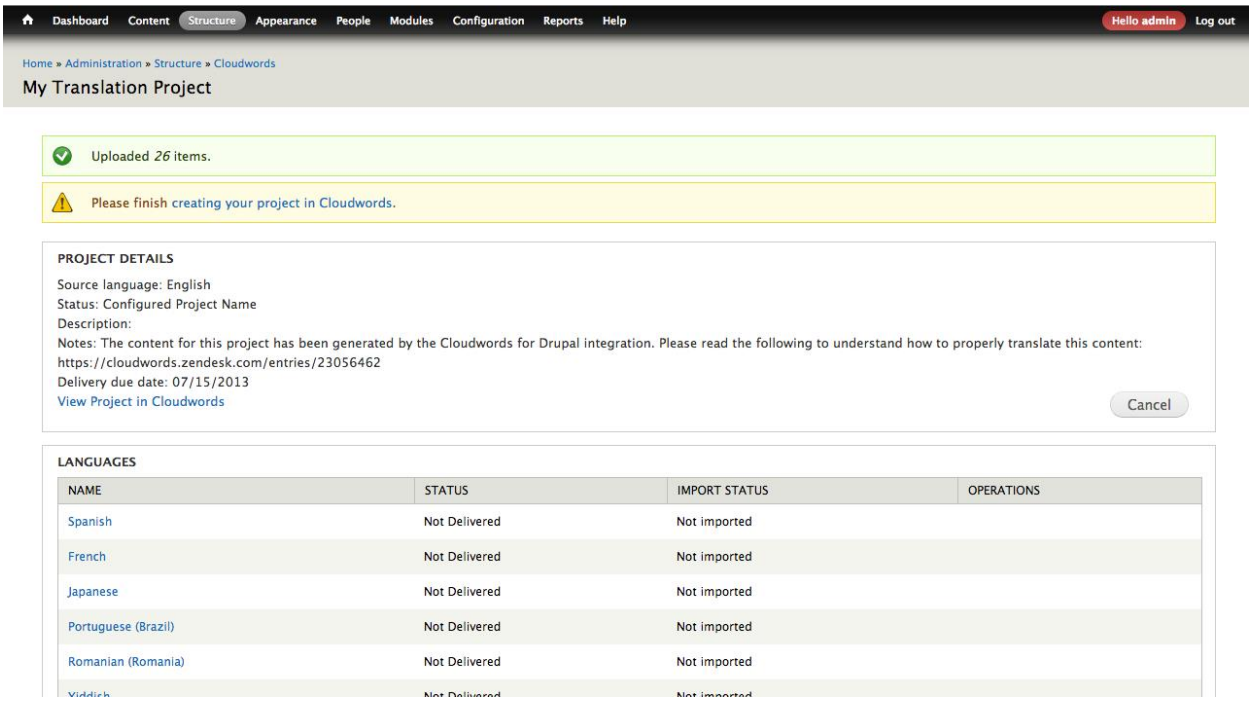
- Any content that you want to be translated should be set to a language (like "English"), not "LANGUAGE_NEUTRAL".
- The contents of a "project" goes to a *single* vendor. So if you plan to use one vendor for your French and German projects, and a different vendor for your Portuguese project, be sure to create two separate projects for that same piece of source content.
- If you have reference material you want to add to the project, compress it into a .zip file and have it ready before you create your project.

1. Log into your Drupal account.
2. Go to **Structure > Cloudwords**.
3. On the **Create Project** tab, use the filters to find the content you want to translate. For example, if you use the Type filter to select **Content**, the Content Type filter appears to further refine the list of pages you see below.



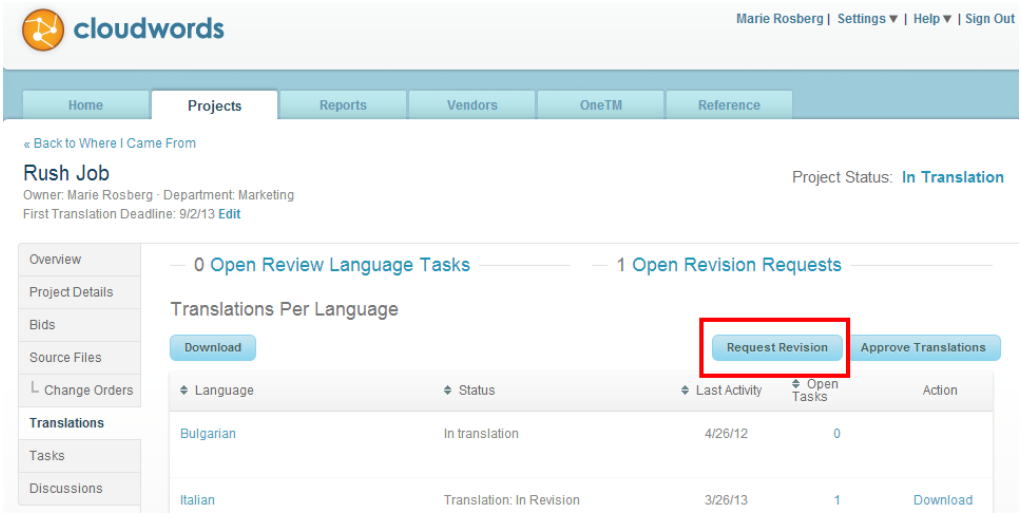
4. Select the checkboxes next to the items you want to translate.
5. When you are done marking items to translate, click the **Create Project** button.
6. Enter a **Name** for the translation project.
7. If you have other reference material you want the vendor to consider, click the **Choose File** button to find the reference files that you have in a compressed .zip file.
8. Look at the list of items to confirm these are the pieces you want translated. If you want to add items, click the Back button, mark additional items, and click **Create Project**.

9. Now click **Submit**.



10. Click the **Please finish creating your project in Cloudwords** link.
    This opens the Cloudwords application (website) in a separate browser window.
11. If necessary, log into Cloudwords.
12. In the left column, use the dropdown to select an **Intended Use** for the project.
13. In the right column, use the **date** controls to indicate when you want bids back from vendors, and when you need the translation delivered for you to review.
14. ***DO NOT TOUCH*** the **source or target language** controls.
15. Click **Next**.
16. ***DO NOT ADD OR REPLACE*** source material files. You will see that there is already a .zip file with the contents from Drupal already attached to your project – Cloudwords extracted those contents from your Drupal, generating the .xliff files included in that zip.
17. Click **Next**.
18. On the Workflow and Followers page, click **Next**.
19. Select the vendors and/or the “let Cloudwords choose other vendors for me” option.
20. Click **Finish and Request Bids**. Vendors will receive your bid request, and will have the opportunity to submit their quote for your project.
21. You will be notified by email when vendors have entered bids into Cloudwords. The email contains a link to get back into Cloudwords and select a winning vendor for your project.
22. When the vendor delivers translated content into Cloudwords, you’ll receive an email notification that the translated content is **ready to review**.
23. At that time, go into Drupal, and click **Structure > Cloudwords**.
24. Click the **Manage Projects** tab.
25. Click the **project name**. Click **Import** next to the language you want to review.

26. Click the **language**. Then click the **project name**. The Edit page displays. Review the content on the **View** tab, or the **Edit** tab.
27. Now you can either make changes to the translated content yourself, or request that the vendor make changes.
    - To make changes to the translated content yourself, click the **Edit** tab in Drupal and make changes.
    - To ask the vendor to make changes, log into Cloudwords, find the project, click its **Translations** section, then click **Request Revisions**.



When the vendor uploads the updated content into Cloudwords, you'll jump back to step 22, above (receiving email notification about materials ready to review).

28. (In Drupal) When you consider the translations for a language are final and don't need any additional work, click **Approve** next to the project and language in the **Manage Projects** tab in Drupal.

Note*: Do not submit any* Change Orders in Cloudwords. Change Orders are not supported in the Cloudwords Drupal integration.

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TROUBLESHOOTING & FREQUENTLY ASKED QUESTIONS

Q: **I** don't see a Translate tab when I edit a topic. What should I do?

A: If you don't, make sure the node is not set to "LANGUAGE_NEUTRAL" language.

Q: How do I change the "language" setting of multiple pieces of content in one click? Do I have to change each piece of content in Drupal to show "English" (not "LANGUAGE_NEUTRAL")? Or is there way to do this in bulk?

A: To do this in bulk, in Drupal, click **Content**. Under Show Only Items Where, change the Language drop-down to "LANGUAGE_NEUTRAL" and click **Filter**. Then, click the checkbox for Title in the first row of the table to select all the items. Under Update Options, the dropdown should read Set Language For Selected Content. Click **Update**. Select a **Language** and click **Confirm**.

Q: What if the XLF attached to the project in Cloudwords doesn't contain any body text to translate? That is, the zip file contains a valid .XLF file, but there is no text to translate inside it, while there is text on the actual web page.

A: You may be using an older version of the Cloudwords Drupal Module. Please go to https://drupal.org/project/cloudwords and download and install the latest Recommended release.

Q: How is the Cloudwords Drupal module different from the Drupal Multilingual module?

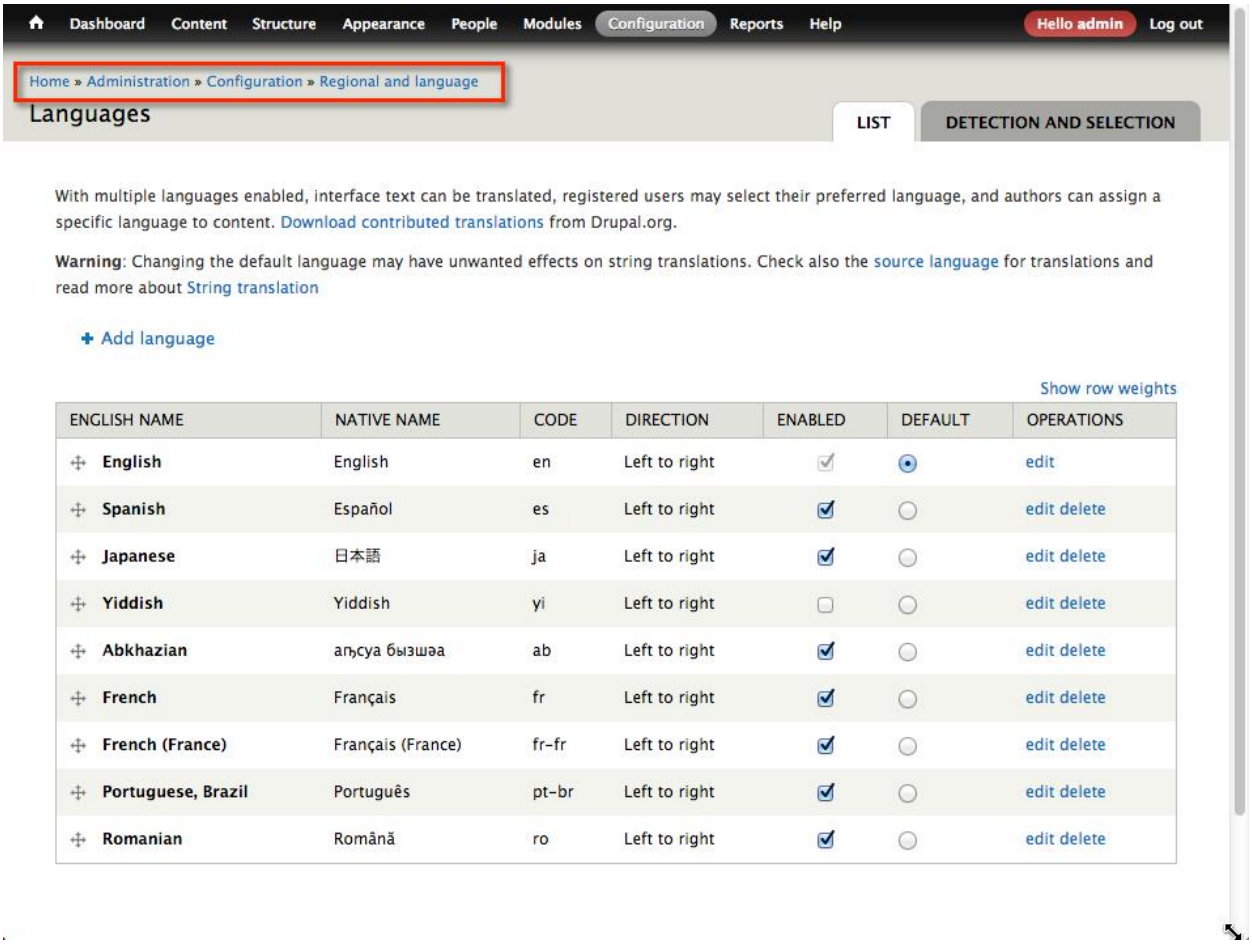
A: You need the Drupal Multilingual module installed in order for Cloudwords Drupal to work correctly.

Q: What if I select Type as Content, and I don't see the pages I want translated?

A: Continue to adjust the other filters until you find the pages you want to translate.

Q: What if I see the page I want to translate, but not the target language I want next to it?

A: Navigate to the page, click **Edit**, and then make sure the language is set to **English (or the source language of your site)**, not language_neutral. Also, check your Drupal **Regional and Language** configuration to be sure the language you want is enabled.



LEARN MORE AND GET HELP

Tutorial Videos

- Introduction and Managing Multilingual Content
- Creating and Managing a Translation Project

Who to contact for help

- Send us an email at support@cloudwords.com