

CLOUDWORDS FOR WORDPRESS USER GUIDE

The Cloudwords for Wordpress integration is located in the WPML Plugin.

SEND DOCUMENTS TO TRANSLATION

Select **Translation Management** from the WPML Plugin menu. If not already selected, click on the **Translation Dashboard** tab. The **Translation Dashboard** shows the translation status of any document in your site. To send documents to translation, click on the checkbox next to them.

Translation management

- Translation Dashboard
- Translators
- Translation Jobs
- Multilingual Content Setup
- Translation Notifications

Select which documents to display

Show documents in: English Translated to: All languages Translation status: All documents

Filters:

Status: Any Type: Any Title: Parent: Any

[Display](#)


cloudwords
 Cloudwords Sandbox
 Cloudwords interface
[Contact Cloudwords Sandbox](#) | [Hide this](#)

<input type="checkbox"/>	Title	Date		Type	Status									
<input type="checkbox"/>	Scheduled	2050-01-01		Post	Scheduled									
<input checked="" type="checkbox"/>	WordPress Demo 4-14-15	2015-04-14		Post	Published									
<input type="checkbox"/>	Wordpress demo js 4-13-15	2015-04-13		Post	Published									
<input type="checkbox"/>	Wordpress JS page 4-13	2015-04-13		Post	Published									
<input checked="" type="checkbox"/>	Cloudwords for Wordpress - April 13	2015-04-13		Post	Published									

Then, choose which languages to translate to and click on **Add to translation basket**.

Translation options

All Languages	<input type="radio"/> Translate	<input type="radio"/> Duplicate content	<input type="radio"/> Do nothing
Chinese (Simplified)	<input type="radio"/> Translate	<input type="radio"/> Duplicate content	<input checked="" type="radio"/> Do nothing
Chinese (Traditional)	<input type="radio"/> Translate	<input type="radio"/> Duplicate content	<input checked="" type="radio"/> Do nothing
Dutch	<input checked="" type="radio"/> Translate	<input type="radio"/> Duplicate content	<input type="radio"/> Do nothing
French	<input type="radio"/> Translate	<input type="radio"/> Duplicate content	<input checked="" type="radio"/> Do nothing
German	<input checked="" type="radio"/> Translate	<input type="radio"/> Duplicate content	<input type="radio"/> Do nothing
Italian	<input checked="" type="radio"/> Translate	<input type="radio"/> Duplicate content	<input type="radio"/> Do nothing
Spanish	<input type="radio"/> Translate	<input type="radio"/> Duplicate content	<input checked="" type="radio"/> Do nothing
English UK	<input type="radio"/> Translate	<input type="radio"/> Duplicate content	<input checked="" type="radio"/> Do nothing
Polish	<input type="radio"/> Translate	<input type="radio"/> Duplicate content	<input checked="" type="radio"/> Do nothing

[Add to translation basket](#)

From the **Translation Basket** tab you can send the basket items to translation by click on **Send all items to translation**.

Translation management

Translation Dashboard | Translators | **Translation Basket 2** | Translation Jobs | Multilingual Content Setup | Translation Notifications

1. Review documents for translation

Title	Type	Status	Languages
Cloudwords for Wordpress - April 13	Post	Published	English to Dutch, German and Italian
WordPress Demo 4-14-15	Post	Published	English to Dutch and Italian

[Clear Basket](#)

2. Choose translation options

Batch name:

Give a name to the batch. If omitted, the default name will be applied.

Language	Translator
Dutch	Translate by <input type="text" value="First available (Cloudwords Sandbox)"/> Manage translators
German	Translate by <input type="text" value="First available (Cloudwords Sandbox)"/> Manage translators
Italian	Translate by <input type="text" value="First available (Cloudwords Sandbox)"/> Manage translators

3. Select additional options [\(Refresh\)](#)

Please choose a department

[Send all items for translation](#)

The assets will be packaged up and sent along to Cloudwords.

Batch # 1

50% 

[Send all items for translation](#)

Once the upload is completed, the project status can be viewed in the **Translation Jobs** tab. A link is provided in the status message, or you can simply click on the **Translation Jobs** tab.

Batch # 1

You have sent items to Cloudwords Sandbox. Please check if additional steps are required on their end

Jobs committed...

You can check current status of this job in [Translation Jobs tab](#).

Done

Done!

Clicking on the project name (linked) will take you directly to Cloudwords to finish the project creation wizard.

Jobs

<input type="checkbox"/>	Job ID	Title	Language	Status	Translator
2015-04-22 18:50:17 - My Cloudwords Project name en					
5 Jobs					
Collapse	100.00% In progress	2 English » Italian 2 English » Dutch 1 English » German			
	121	WordPress Demo 4-14-15	English » Italian	In progress	Cloudwords Sandbox
	120	WordPress Demo 4-14-15	English » Dutch	In progress	Cloudwords Sandbox
	119	Cloudwords for Wordpress - April 13	English » Italian	In progress	Cloudwords Sandbox
	118	Cloudwords for Wordpress - April 13	English » German	In progress	Cloudwords Sandbox
	117	Cloudwords for Wordpress - April 13	English » Dutch	In progress	Cloudwords Sandbox



When translations are delivered in Cloudwords, the translations can be pushed to WordPress by clicking on the link provided in the review task.

The screenshot shows the Cloudwords web application interface. At the top, the Cloudwords logo is on the left, and the user 'WPML User' is logged in with options for Settings, Help, and Sign Out. A navigation bar contains links for Home, Projects, Campaigns, Reports, Vendors, OneTM, and Reference. Below this, a breadcrumb trail reads '« Back to Where I Came From'. The main header displays 'Cloudwords Demo|WPML|en|6' and 'Project Status: In Review'. A sidebar on the left lists navigation options: Overview, Project Details, Bids, Source Files, Change Orders, Translations, Tasks, and Discussions. The main content area is titled 'French Workspace' and includes an 'Approve' button. It features a 'Workflow' section with a 'Download Translations' link. A red arrow points to a URL: 'http://tp.wpml.org/batches/24/tdownload?hash=78bbee09a0a363a52dbaf7e89c166daa'. Below this, an 'In review' section shows the task assigned to 'WPML User' with a due date of '1/19/15'. A task card for '90_wordpress-demo-1122015-en-fr.xliff' is visible, with options for 'Downloads', 'Discussion & Activity', and a 'Review' button.