



Translation & Accessibility Services

Translation

A single-step process providing a basic translation—suitable for internal reference but may not meet the strict accuracy and clarity standards required for patient-facing or official NHS and legal materials.

Translation-Editing-Proofreading

A thorough multi-step process where multiple linguists review for accuracy, consistency, and clarity - ensuring compliance with NHS and legal standards while safeguarding patient safety and legal integrity. Strongly recommended for all healthcare and legal content.

Easy read

A simplified format designed for people with learning disabilities, cognitive impairments, or low literacy levels. It uses short sentences, simple words, and supporting images to improve understanding. For NHS and legal content, Easy Read can help improve accessibility and patient engagement.

Large print

A format designed for people with visual impairments or reading difficulties. It typically uses a font size of 16pt or larger, clear fonts, and high contrast for better readability.

Voiceover

Translating and recording spoken content for videos, presentations, or e-learning. It ensures accessibility for multilingual audiences while maintaining clarity and professionalism. Where suitable, we provide a style guide to ensure the voice-over matches the intended tone, pronunciation preferences, and terminology. This helps maintain consistency across different recordings and languages.

Subtitles

Converting spoken content into written text that appears on-screen, making videos accessible to multilingual audiences.

Captions

On-screen text that includes dialogue and key audio cues (e.g., sound effects, music) to ensure accessibility for deaf and hard-of-hearing viewers. Captions provide a full experience beyond subtitles by conveying all relevant audio elements.

Desktop Publishing (DTP)

Ensures that translated materials maintain their original layout, formatting, and design integrity across different languages. This process involves adjusting text expansion, font compatibility, and graphical elements to create polished, print-ready documents. Essential for brochures, reports, and manuals, especially in multilingual healthcare and legal contexts where accuracy and readability are critical.

Formatting

When a DTP pack is unavailable, we can recreate the original document layout, ensuring the translated version matches the source as closely as possible. This includes adjusting text placement, font styles, and spacing to maintain readability and visual consistency.

Braille

A tactile writing system used by individuals who are blind or have severe visual impairments. It converts printed text into raised dots that can be read by touch, ensuring accessibility for critical information such as healthcare, legal, and public service materials. Essential for improving information accessibility for visually impaired users.

Transcription

Converting spoken content from audio or video recordings into written text. It ensures accurate documentation for interviews, meetings, lectures, and legal or medical proceedings. Essential for accessibility, record-keeping, and compliance in professional and regulatory environments.

British Sign Language (BSL)

Converting spoken or written content into sign language to ensure accessibility for individuals who are deaf or hard of hearing. In videos, a signer will appear in the corner, demonstrating the translation in a clear and professional manner. We can also include captions and branding elements.

Certificate

We provide certified translations that meet official requirements for legal, medical, and business documents. Each certified translation is signed and stamped by our agency, confirming its accuracy and completeness. This ensures acceptance by government bodies, courts, academic institutions, and other official organisations.

If a linguist's certificate is required, this must be specified at project launch.