

**aeg.communications**

translation | interpreting | editing | proofreading



simplifying **T&I**

translation  
interpreting  
editing  
proofreading

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## Breaking the language barrier

### CONNECTING YOU AND YOUR BUSINESS TO THE WORLD

In a world of ever-increasing globalisation, the need for a constant presence for both individuals and businesses is paramount. But the question is: how do you communicate effectively with your audience and potential business partners? As a well-established Language Service Provider, **AEG.Communications** provides you with the tools, experience and quality to connect you and your business to the world.

With a large team of professional language practitioners and other experts, an expanding pool of working languages and specialisations in different industries, all coupled with the right technology, we offer you quality and professional translation, interpreting, editing and proofreading services.



### CUSTOM SOLUTIONS

Whether you are an individual with personal documents, or a business working on large-scale assignments, we offer solutions tailored to your various needs.

### OUR SPECIALISATIONS

- HUMAN & SOCIAL SCIENCES
- ARTS, CULTURE & ENTERTAINMENT
- INFORMATION & COMMUNICATION TECHNOLOGY
- BUSINESS & MANAGEMENT
- ENGINEERING & TECHNOLOGY
- LAW
- PUBLIC AFFAIRS & DEVELOPMENT
- DEFENCE & SECURITY
- PERSONAL

## flexible solutions for your everyday needs

### OUR WORKING LANGUAGES

Offering services to clients based around the globe requires us to constantly expand our pool of languages, which currently includes (amongst others):

*Afrikaans, Arabic, Catalan, Chinese (Cantonese, Simplified, Traditional), Dutch, English (UK, Canada, South Africa), French (France, Canada), German, Hebrew, Italian, Japanese, Macedonian, Portuguese (Brazilian, European), Russian, Spanish, Swahili, Ukrainian and Zulu.*

We also work in partnership with various agencies around the world to provide the same services in the languages that we do not directly offer.

### QUALITY ASSURANCE

To be able to deliver a final product that exceeds your expectations, our translation department uses a 3-step Quality Assurance process that consists in: **translation**, **editing** and **proofreading**, all done by qualified translators/editors/proofreaders. As regards standalone editing/proofreading and interpretation assignments, our professional language practitioners are all native language speakers, certified editors/proofreaders, Sworn Interpreters and/or members of professional bodies.

### DAY BY DAY, WORD BY WORD, WE BUILD A LEGACY TO STAND ON

### WHAT WE OFFER

We translate, edit and proofread a wide range of documents (personal, academic or technical) in various fields: human & social sciences, business, finance, engineering, IT, international affairs, medicine & healthcare, defence & security, law, etc.



We also provide different types of interpreting services that can be in either simultaneous, consecutive or whispered (*chuchotage*) mode: conference interpreting, community interpreting and escort interpreting.

- A reliable & ethical service
- A broad range of languages and specialisations
- Custom solutions to suit your needs
- Advanced technology for high-quality products
- Experienced & highly-qualified language practitioners
- Professional courtesy & competitive rates



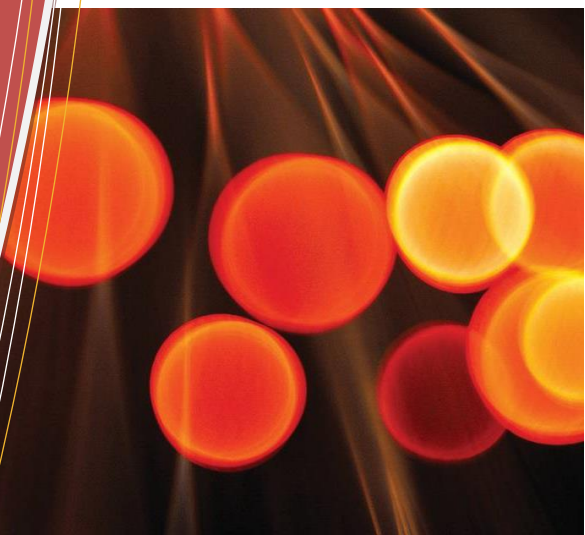
### WEB SOLUTIONS

Our online presence allows us to service clients based around the globe. In addition, technological innovation has enabled us to remain key-players in the field by always adapting and meeting the evolving demands of our customers.



### TECHNOLOGY SOLUTIONS

In addition to the usual technology, we deliver quality products thanks to our cloud-based Project Management system and our range of specialist translation software (SDL Trados® and Wordfast® amongst others).



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 AEG.Communications  
 @aeg\_com

## Our Vision

To be Africa's leading brand in specialised language services

## Our Mission

We are driven by passion and service:

- to help you break the language barrier and build a communication bridge with your audience
- to provide you with custom solutions, a team of experts and a quality product that exceeds your expectations
- to remain key players in our industry thanks to innovative ideas and flexible solutions

## Our Core Values

Passion. Integrity. Professionalism.

## Our Philosophy

Day by day, word by word, we build a legacy to stand on

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## SPECIALISED SUBJECT AREAS

AEG.Communications offers professional language services in the following fields of expertise:

### **Human & Social Sciences**

Languages, Linguistics, Communication, Political Sciences, History, Geography, Sociology, Journalism, Education & Pedagogy, E-learning, Anthropology, Archaeology

### **Arts, Culture & Entertainment**

Travel & Tourism, Gastronomy, Photography, Cinema, Religion, Sport, Physical Education  
Teaching & Coaching, Fitness, Fashion & Clothing, Cosmetics, Jewellery, Music

### **Information & Communication Technologies & Telecommunications**

Computer & Information Sciences, Internet, Software & Hardware

### **Commercial Communications**

Corporate Communication, Public Relations, Brand Management, Marketing, Advertising,  
Printing & Publishing, Multimedia, Consulting

### **Banking & Finance**

Corporate Finance, Accountancy/Taxation, Insurance

### **Business & Management**

Business (general, e-business), Business Administration, Management, Entrepreneurship, SMEs,  
Human Resources, ERP, CRM, Customer Care, Corporate Governance/Strategies,  
Manufacturing, Retail

### **Engineering & Technology**

Civil/Mechanical/Electrical/Electronic/Aeronautical/Chemical Engineering, Aviation,  
Automotive & Transport Industry, Metallurgy

### **Energy & Environment**

Energy/Power Generation, Mining (general), Petrochemicals, Gas, Oil, Environmental Policy/  
Mechanisms/Agencies, Biodiversity, Climate Change, Natural Resources Management

### **Medicine & Healthcare**

Pharmacology, Psychology, Orthopaedics, Biomedicine, Family Medicine, Emergency & Trauma  
Medicine, General Surgery, Diagnostics, Patient Care, Child Care, Public Health Education &  
Promotion, Medical Technology

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## Law

Constitutional Law, International Law, Business Law, Intellectual Property

## Public Affairs & Development

Government & Civil Service, Public Administration/Policy, Politics, Governance, Human Rights, Gender & Women Affairs, Social Welfare, Charity, NGOs

## International Affairs

International/Regional Organizations, International Relations & Diplomacy, International Trade/Cooperation/Development/Finance/Aid

## Defence & Security

Defence Mechanisms, Military & Paramilitary Technologies, Geostrategy, Intelligence

## Other subjects

Agriculture & Farming, Architecture, Veterinary Sciences, Economics

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We translate, edit and proofread the following documents:

- **Personal & General:** letters, Curriculum Vitae, birth/marriage certificates, driver's licences, speeches, articles (general/technical)
- **Academic:** research reports, proposals, dissertations, theses, study guides, lecture notes, degrees, diplomas, certificates, journal articles
- **Technical:** travel guides, brochures, catalogues, policy papers, financial statements, Submission of Bids, technical proposals, datasheets, product descriptions/manuals, training courses/manuals/material/instructions, instructions manuals, user manuals/guides, informative/maintenance reports
- **Legal:** acts, statutes & regulations, deeds, patents & trademarks, contracts/agreements
- **Business & Communication:** business letters, marketing presentations, advertising campaigns/brochures/leaflets, press releases, corporate websites, interviews/newsletters/questionnaires/websites/blogs
- **Health:** research studies, glossaries, leaflets, letters to patients and doctors, health insurance policies, Evidence of Coverage, diagnoses, reports from clinical trials
- **IT:** training manuals (installation/configuration), user guides, glossaries, online help
- **Literature:** fiction/non-fiction, children's books

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## **Contact Us**

### **AEG.Communications South Africa**

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