



**Lionbridge Connector for Hybris**

**User Guide**

**Version 2.3.0**

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# 1 Welcome to the Lionbridge Connector for Hybris

Welcome to the Lionbridge Connector for Hybris ("Connector"). The Connector enables you to automate sending and retrieving localized attributes in Hybris business objects, which dramatically reduces the effort required to create, maintain, and publish these items in multiple languages.

## 1.1 The Translation Lifecycle

The *translation lifecycle* is the broad process of selecting content, sending it out for translation, and then receiving the translated content back from translation.

This set of steps usually fits inside a larger, more general process called the *content lifecycle*, which is the process of creating, reviewing, editing, approving, and publishing content.

When you consider the translation lifecycle and the content lifecycle together, you have the *global content value chain*, which is the strategy for managing multilingual content.

Remember that localizing content is a subset of steps in the broader content lifecycle. This will improve your focus on key localization considerations, improve processes, and keep all content stakeholders included. Together, this results in better content management.

## 1.2 How the Connector Helps You Manage Your Translation Lifecycle

The Lionbridge Connector for Hybris ("Connector") is a plug-in module for Hybris. It provides a range of features and user interface enhancements in Hybris that enable you to select, send, monitor, and retrieve content for translation into any language Hybris supports.

These features automate the process, which dramatically reduces the effort and time required to export and re-import content that needs to be localized. This is very helpful when translating large volumes of content or ensuring that translated content is quickly re-imported to meet deadlines.

When you use the Connector, you manage your translation lifecycle entirely from within Hybris:

1. The Connector exports your content from Hybris in XML format and delivers these content files to the central, hosted Clay Tablet Platform.

2. The Clay Tablet Platform delivers your content to your translation providers, based on routing rules that your company chooses and Clay Tablet Technologies implements.
3. When the translated content is ready, the Clay Tablet Platform retrieves it from your translators and delivers it to the Connector.
4. The Connector automatically re-imports the content into the correct location in Hybris.

You can then review, revise, reject, or publish the translated content as needed.

**Note:** Neither the Connector nor the Clay Tablet Platform performs any translation. Similarly, Clay Tablet Technologies does not provide any translation services. Your company chooses the translation provider that performs the translation.

## 1.3 Using this Guide

### Purpose of this guide

This guide describes how to use the Lionbridge Connector ("Connector") for Hybris to manage your translation lifecycle. It describes how to send out localized strings in certain Hybris business objects for translation and receive them back from translation.

### Who should use this guide

This guide is intended for content editors, project, marketing, localization or translation managers, or others who are responsible for creating, editing, or approving Hybris business objects for translation. This guide is also useful for translation providers who receive Hybris business objects from your Hybris installation, because it describes your company's translation management process.

### What your company setup should be

This document assumes that:

- Your company already has a functioning instance of Hybris.
- The Connector has been installed, configured, and tested on your Hybris instance.
- Clay Tablet Technologies has set up the Clay Tablet Platform to send localized strings in certain Hybris business objects to your translation providers.

## What you should already know

This document assumes that:

- You are familiar with the Connector's configuration for Hybris, and the reasons for choosing certain configuration options. This is important because your company's configuration determines which features are available.
- You have a strong working knowledge of Hybris, particularly the following modules:
  - ▣ Hybris Backoffice
  - ▣ Hybris Product Cockpit and/or Hybris WCMS Cockpit (Hybris versions 6.1 to 6.6 only)
- You have valid user credentials to log into the Hybris modules listed above.
- You are familiar with your company's translation process and requirements.
- You have the required permissions to access the Connector functionality described in this guide.

**Note:** Not all the features described in this guide may be available. Feature availability depends on both your company's Connector setup and the roles to which you are assigned. If you cannot access functionality that you need, contact your company's Hybris administrator.

## How this guide is organized

This guide contains the following chapters

Chapter	Description
"Welcome to the Lionbridge Connector for Hybris" on page 4	A brief description of the Clay Tablet solution for Hybris and how it fits into the translation lifecycle. It also includes information about this guide and Lionbridge Connector Support contact information.
"Getting Started with the Lionbridge Connector for Hybris" on page 11	How to get started and an overview of the Connector interface and key features.
"Sending Content for Translation" on page 14	How to send out content for translation.
"Monitoring Translation Status" on page 50	How to monitor the translation status of content items and translation jobs.

Chapter	Description
<a href="#">"Viewing Translated Content" on page 58</a>	How to view translated content.

## How to find out more about the Lionbridge Connector for Hybris

For information on installing and configuring the Lionbridge Connector for Hybris, read the *Lionbridge Connector for Hybris Installation and Configuration Guide*.

## Documentation conventions

This guide uses the following conventions:

Convention	Description
<b>Bold</b>	Highlights screen elements such as buttons, menu items, and fields.
<code>Courier</code>	Highlights input, file names, and paths.
<i>Italics</i>	Highlights terms for emphasis, variables, or document titles.
>	Indicates a menu choice. For example, "Select <b>Catalog &gt; Products</b> ."

## 1.4 How to Contact Lionbridge Connector Support

Email @: [connectors@lionbridge.com](mailto:connectors@lionbridge.com)

Telephone: +1-416-363-0888

You can submit a support ticket either:

- by email
- from the Lionbridge Connector Zendesk page, using your web browser

### To submit a support ticket:

1. Do one of the following:

- Email [connectors@lionbridge.com](mailto:connectors@lionbridge.com), and cc (carbon copy) anyone to include in the ticket correspondence.

**Important:** Include the information and attachments in your email that are listed in the sub-sections below.

■ Create a ticket in Zendesk:

- a. Open the Lionbridge Connector Zendesk page in your browser:

<https://connectors.zendesk.com>.

- b. Sign in to Zendesk. If you do not have sign-in credentials, see "[To view and update your support ticket in Zendesk](#):" below.

**Important:** Include the information and attachments that are listed in the subsections below.

- c. Click **Submit a request**.

- d. In the **CCs** field, add anyone to include in the ticket correspondence.

Zendesk automatically creates a ticket and responds to everyone included in the cc field.

2. Everyone in the original cc receives updates unless they request to be removed from the ticket.

**Important:** Check your email spam folder (especially first-time Zendesk users) as sometimes email notifications from Zendesk are marked as spam.

When the issue is resolved, Lionbridge closes the ticket.

**Information to include in the support ticket:**

- client name
- CMS or content system name and version
- Connector or App version installed
- name of job for which the issue occurs
- date of job submission
- detailed description of the issue
- any error text—copy and paste, if applicable

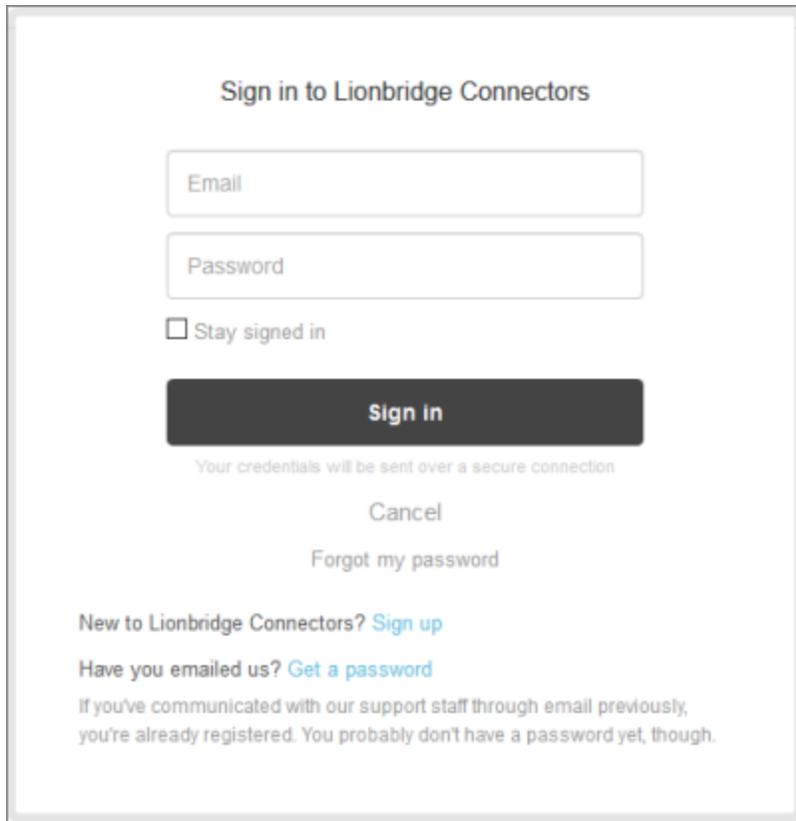
**Files to attach to the support ticket:**

- CMS log files for the date the issue occurred
- Connector or App log files for the date the issue occurred
- screen capture of the issue

## To view and update your support ticket in Zendesk:

**Important:** You must log into Zendesk to view your support tickets there.

1. Open the Lionbridge Connector Zendesk page in your browser: <https://connectors.zendesk.com>.
2. In the top-right corner, click **Sign in**, and enter your credentials.



The screenshot shows a sign-in form for Lionbridge Connectors. At the top, it says "Sign in to Lionbridge Connectors". Below this are two input fields: "Email" and "Password". There is a checkbox labeled "Stay signed in". A prominent black button with the text "Sign in" is centered below the fields. Underneath the button, it states "Your credentials will be sent over a secure connection". Below that are links for "Cancel" and "Forgot my password". At the bottom, there are two links: "New to Lionbridge Connectors? Sign up" and "Have you emailed us? Get a password". A note at the very bottom says: "If you've communicated with our support staff through email previously, you're already registered. You probably don't have a password yet, though."

**Note:** If you do not have sign-in credentials yet, then click either **Sign up** or **Get a password**, and follow the onscreen instructions.

3. After signing in, click **My activities** to view the tickets you opened or where you are cc'd.
4. To update tickets, you can reply or attach files.

For more information, refer to "Submitting and tracking support requests" in Zendesk's *Help Center guide for end-users*, at: <https://support.zendesk.com/hc/en-us/articles/203664386-Help-Center-guide-for-agents-and-end-users>.

**Important:** Zendesk refers to a *support ticket* as a *support request*. These terms are interchangeable.

## 2 Getting Started with the Lionbridge Connector for Hybris

The Connector supports all Web browsers that Hybris supports.

**Important:** You must configure your browser to allow pop-up windows on the Hybris server.

The Connector functionality is available in the following Hybris modules:

- **Hybris Backoffice Administration Cockpit ("Backoffice")**

This module contains Connector setup and configuration options, the Translation Queue, and functionality for sending out products and website pages for translation, monitoring job status, and archiving jobs.

  - ▶ To access Backoffice, in your Web browser, open `http://your_hybris_instance/backoffice/login.zul` and log in.
- **Hybris Product Cockpit (Hybris versions 6.1 to 6.6 only)**

This module contains the functionality for sending out products to the Translation Queue or directly for translation.

  - ▶ To access the Product Cockpit, in your Web browser, open `http://your_hybris_instance/ctcockpit/login.zul` and log in.
- **Hybris WCMS Cockpit (Hybris versions 6.1 to 6.6 only)**

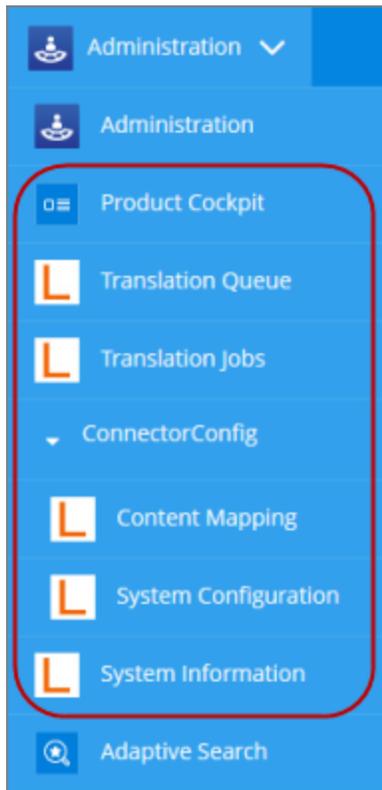
This module contains the functionality for sending out website pages to the Translation Queue or directly for translation.

  - ▶ To access the WCMS Cockpit, in your Web browser, open `http://your_hybris_instance/ctwcms/login.zul` and log in.

### 2.1 The Connector at a Glance

The Connector has interfaces in the following Hybris modules:

- Hybris Backoffice Administration Cockpit ("Backoffice")

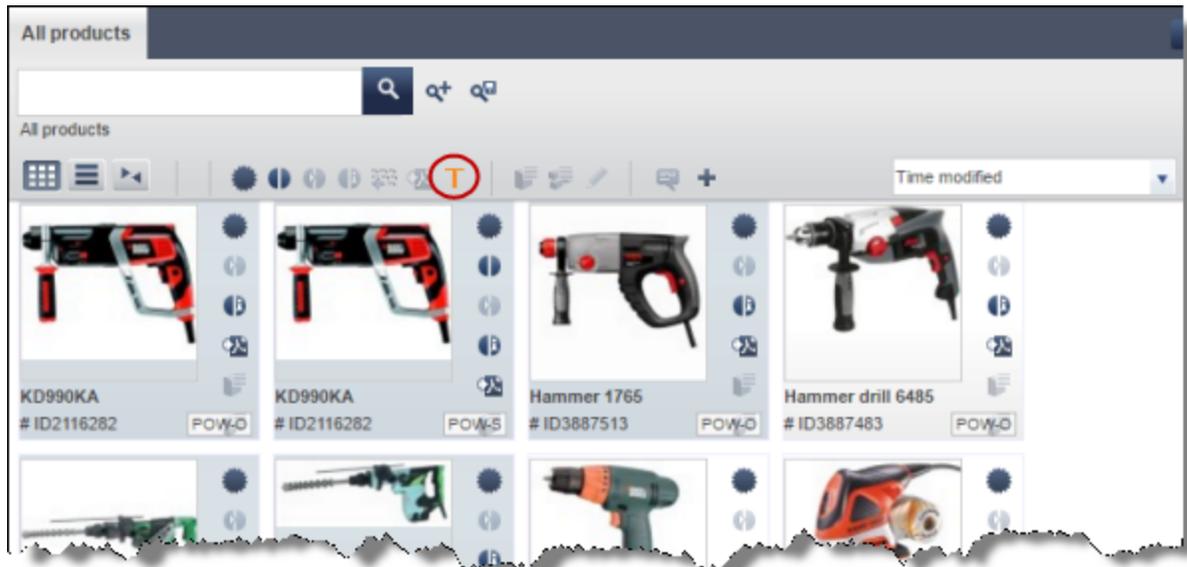


This module includes the following Connector interfaces:

- Product Cockpit (Hybris versions 6.4 and higher only)
- Pages page (opened from **WCMS > Pages** in the navigation tree on the left)
- Products page (opened from **Catalog > Products** in the navigation tree on the left)
- Translation Queue
- Translation Jobs page, and the related Job Details page and Archived Jobs page
- System Configuration page, where you configure the Connector
- Content Mapping page, where you configure:
  - which Hybris business objects (objects), sub-types, and localized attributes the Connector sends for translation
  - the product classification attributes of Hybris objects that are *Products* for the Connector to send for translation

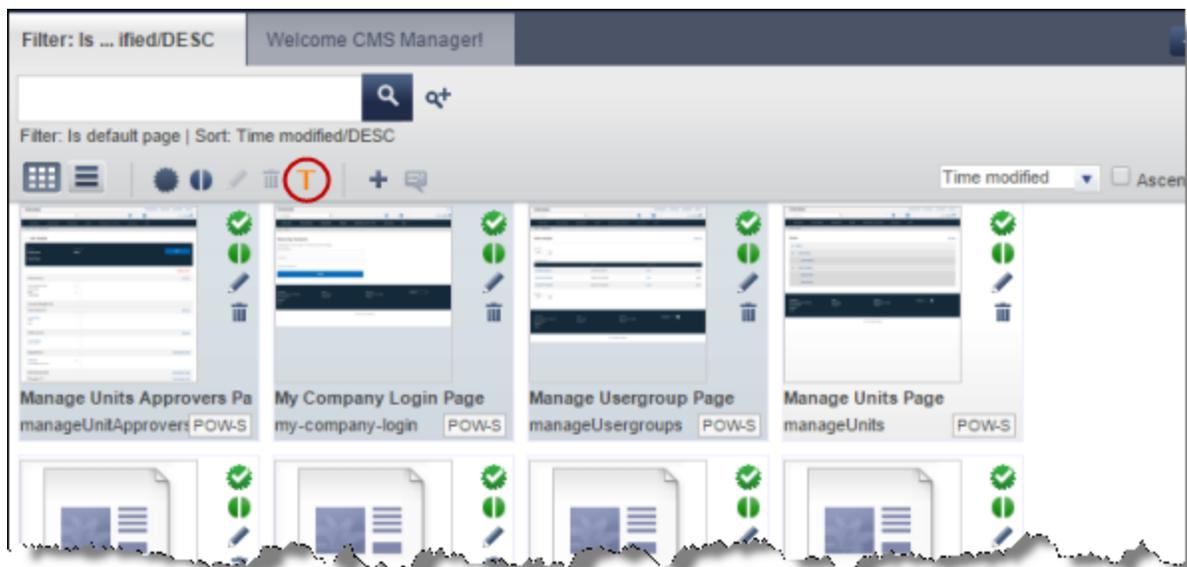
System Information page, where you can view the Connector version and build information

- Hybris Product Cockpit (Hybris versions 6.1 to 6.6 only)



This module includes the Connector interface for sending products to the Translation Queue and directly out for translation.

- Hybris WCMS Cockpit (Hybris versions 6.1 to 6.6 only)



This module includes the Connector interface for sending website pages to the Translation Queue and directly out for translation.

### 3 Sending Content for Translation

You use the Connector to send out localized attributes, including keywords, of Hybris business objects in the Product Cockpit and the WCMS Cockpit (Hybris versions 6.1 to 6.6 only), and the Backoffice Cockpit, specifically products and website pages, for translation.

When the Connector sends out a Hybris business object for translation, it actually sends out the configured localized attributes in that business object for translation. You can send out for translation any *configured* localized attributes of any *configured* Hybris business object.

Each localized attribute of a Hybris business object that is sent out for translation is a *content item*.

**Note:** Although you can view non-localized attributes and select them to send them out for translation, the Connector does not actually send out non-localized attributes for translation.

**Note:** You configure which Hybris business objects, sub-types, and corresponding localized attributes you can send out for translation in the **Content Mapping** page. For detailed instructions, refer to the *Lionbridge Connector for Hybris Installation and Configuration Guide*.

- In Hybris version 6.4 or higher, you can send out products for translation from the Hybris Backoffice Product Cockpit. For detailed instructions, see: "[Sending Products for Translation from the Hybris Backoffice Product Cockpit \(Hybris 6.4 and higher\)](#)" on page 15
- In all supported versions, you can send out products for translation from the Hybris Backoffice Products page. For detailed instructions, see: "[Sending Products for Translation from the Hybris Backoffice Products Page](#)" on page 22
- In all supported versions, you can send out website pages for translation from within Hybris Backoffice. For detailed instructions, see: "[Sending Website Pages for Translation from the Hybris Backoffice](#)" on page 28
- In Hybris versions 6.1 to 6.6, you can send out products for translation from the Hybris Product cockpit. For detailed instructions, see: "[Sending Products for Translation from the Hybris Product Cockpit \(Hybris 6.1 to 6.6\)](#)" on page 35
- In Hybris versions 6.1 to 6.6, you can send out website pages for translation from the Hybris WCMS cockpits. For detailed instructions, see: "[Sending Website Pages for Translation from the Hybris WCMS Cockpit \(Hybris 6.1 to 6.6\)](#)" on page 40

### 3.1 Sending Products for Translation from the Hybris Backoffice Product Cockpit (Hybris 6.4 and higher)

**Note:** This functionality is supported only for Hybris versions 6.4 and higher.

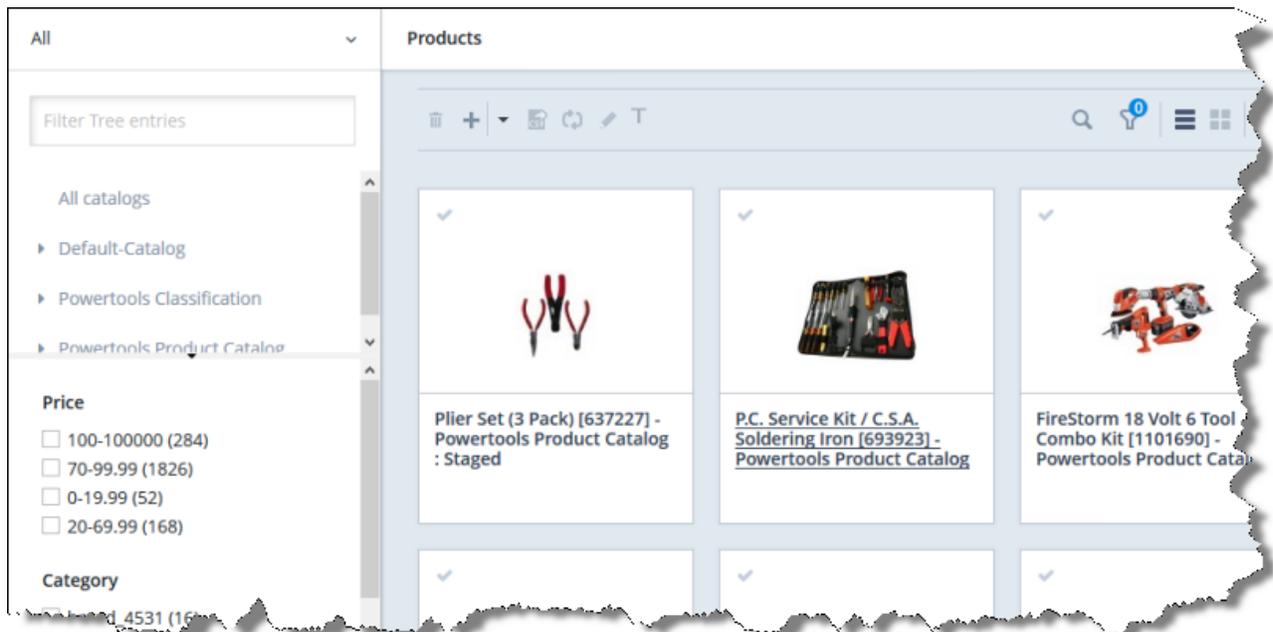
You use the Connector to send out configured localized attributes of products for translation from the Hybris Backoffice Product Cockpit.

**Note:** You configure which localized attributes of products you can send out for translation in the **Content Mapping** page. For detailed instructions, refer to the *Lionbridge Connector for Hybris Installation and Configuration Guide*.

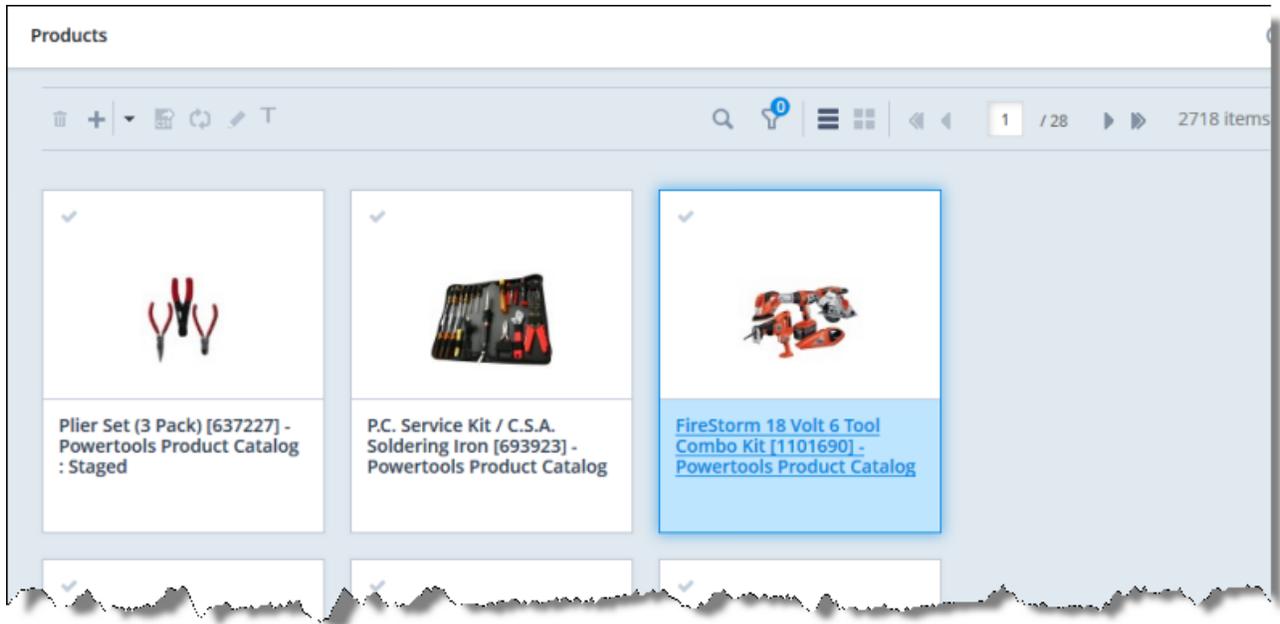
#### To send out the localized attributes of Hybris business objects for translation from the Backoffice Product Cockpit:

1. In your Web browser, navigate to `/backoffice/` on your Hybris instance.
2. Log in to the Hybris Backoffice.
3. In the **Administration** menu, select **Product Cockpit**.

The **Products** page opens.



- Optional. In the **Filter Tree** in the left pane, you can select a specific catalog or classification, and price range and/or category to display only products that meet the filter criteria.



- Locate the products to send out for translation. You can view the items in either the Grid view  or the List view .

**Tip:** You can use the search and filter functionality at the top of the page to display only the products to send out for translation.

- Select the products to translate.

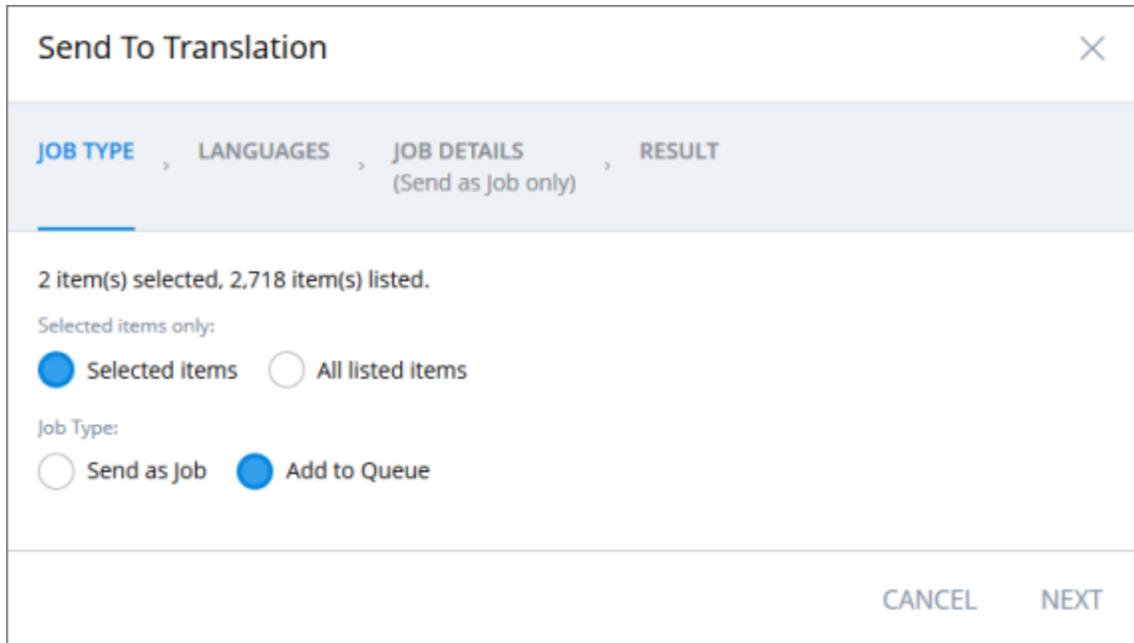
**Note:** All selected items must have the same source language.

- In the Grid view, click a checkmark  in the top-left corner to select it and the corresponding product.
- In the List view, click a checkmark  in the left column to select it and the corresponding product.

**Tip about selecting all displayed products:** To send all the displayed products for translation, view them in the List view  and then select the check box in the column header. For example, to send all products in a catalog for translation, click the catalog in the **Filter Tree** in the left pane, and then select the check box in the column header.

7. In the toolbar, click the **Translate action** button .

The **Job Type** page of the **Send to translation** wizard opens.



This page displays the number of items selected and the number of items available for selection.

8. In the **Job Type** page, you specify the following settings:

- which items the Connector will send for translation. Select one of the following radio buttons:
  - **Selected items:** These are the items you selected in step 6, above.
  - **All listed items:** All the items that were available for selection, after the filtering in step 4, above.
- how the Connector will process the items to send for translation. Select one of the following radio buttons:
  - **Send as Job:** The Connector will send out the items for translation as a single job. The Connector will send the job to the Clay Tablet Platform, which will send it to the translation provider that you will specify later in this wizard.
  - **Add to Queue** (the default selection): The Connector will send the items to the Translation Queue, where a user must send them out for translation.

When you are done, click **Next**.

The **Languages** page of the wizard opens.

The screenshot shows a wizard window titled "Send To Translation" with a close button (X) in the top right corner. The wizard has four steps: "JOB TYPE", "LANGUAGES" (the current step, highlighted with a blue underline), "JOB DETAILS (Send as Job only)", and "RESULT". Below the steps, the instruction "Select languages to translate." is displayed. Under "Source Language\*:", a dropdown menu is open showing "English". Under "Target Languages\*:", a text input field contains "German" with a small 'x' icon to its right. At the bottom of the wizard, there are four buttons: "BACK", "CANCEL", "NEXT", and "ADD TO QUEUE".

9. In the **Languages** page, you specify the following settings:

- **Source Language:** Select the source language of the items from the dropdown list. The Connector will send items in this source language for translation.

**Note:** All selected items must have the same source language.

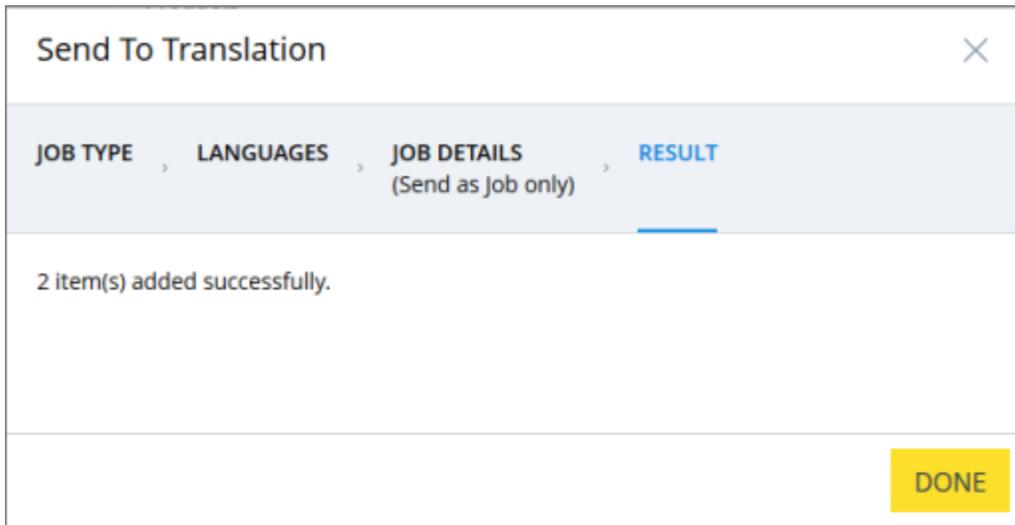
- **Target Languages:** Select one or more target languages, into which to translate the items. The list displays all the languages that are set up for the Connector.

When you are done, do one of the following:

- If you selected **Add to Queue** in the **Job Type** page of the wizard, click **Add to Queue**.

**Note:** The **Add to Queue** button is available only if you selected **Add to Queue** in the **Job Type** page of the wizard.

The **Result** page of the wizard opens, displaying the number of items that the Connector sent to the Translation Queue.



Click **Done** to close the wizard.

**Important:** You must open the Translation Queue to send out these items for translation. For detailed instructions, see "[Sending Items for Translation from the Translation Queue](#)" on page 45.

- If you selected **Send as job** in the **Job Type** page of the wizard, click **Next**.

**Note:** The **Next** button is displayed only if you selected **Send as job** in the **Job Type** page of the wizard.

10. If you clicked **Next**, the **Job Details** page of the wizard opens.

In the page you specify the following job settings:

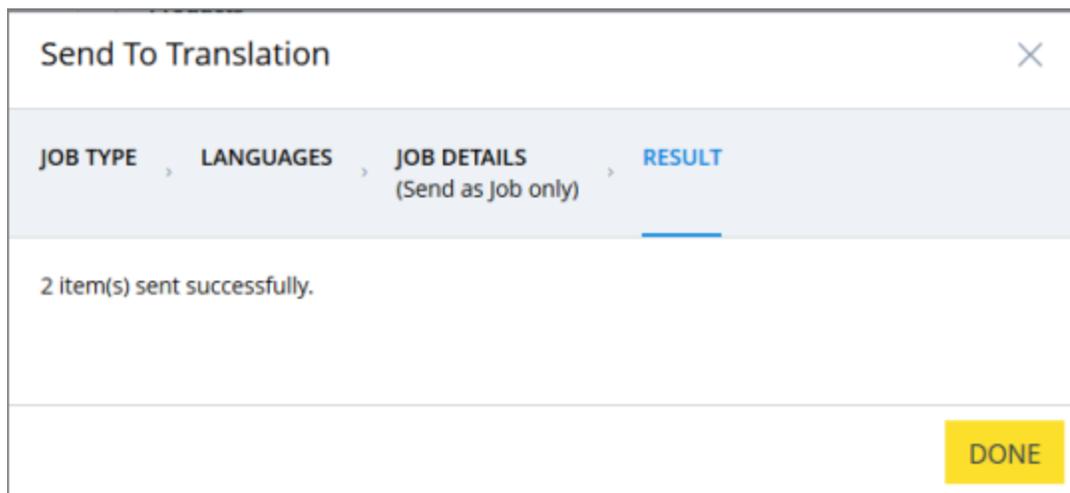
**Note:** You specify job settings for the items you sent to the Translation Queue when you send them out for translation from the queue, as described in ["Sending Items for Translation from the Translation Queue"](#) on page 45.

Field	Description
LSP	Select the translation provider for this translation job from the list.
Job Name	Your name for this translation job. A <i>translation job</i> contains all the items that the Connector sends out together for translation.
PO Reference	The purchase order reference number.

Field	Description
Notes to Translator	Any special instructions or requests. <b>Note:</b> Displayed only when any translation provider <i>other than</i> Lionbridge Freeway is selected in the <b>LSP</b> field, above.
Service ID	The Lionbridge onDemand service that manages the translation process. <b>Note:</b> Displayed only when the Lionbridge onDemand translation provider is selected in the <b>LSP</b> field, above.
Special Instructions	Any special instructions or requests. <b>Note:</b> Displayed only when the Lionbridge Freeway translation provider is selected in the <b>LSP</b> field, above.
Analysis Codes	You can specify the configured Lionbridge Freeway analysis codes for the translation job. <b>Note:</b> Displayed only when the Lionbridge Freeway translation provider is selected in the <b>LSP</b> field, above.

When you are done, click **Send as Job**.

The **Results** page of the wizard opens, displaying the number of products the Connector sent for translation.



11. Click **Done** to close the wizard.

**Tip:** You can monitor the progress of your job on the **Translation Jobs** page. For details, see "[Monitoring Translation Status](#)" on page 50.

## 3.2 Sending Products for Translation from the Hybris Backoffice Products Page

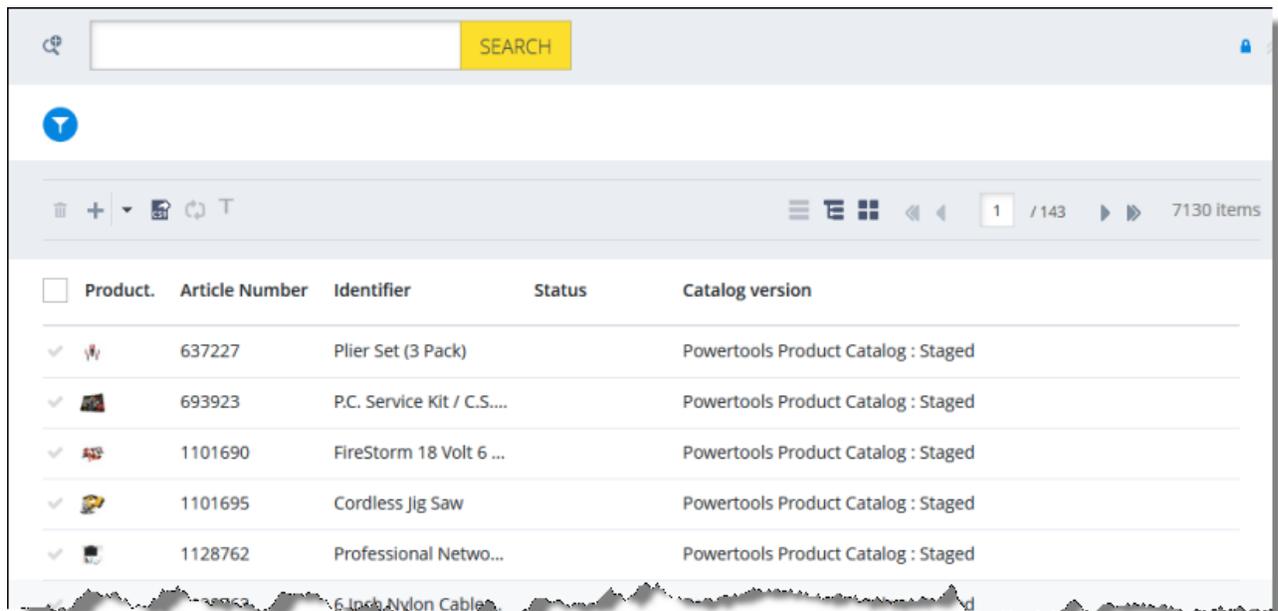
You use the Connector to send out configured localized attributes of products for translation from the Backoffice Products page.

**Note:** You configure which localized attributes of products you can send out for translation in the **Content Mapping** page. For detailed instructions, refer to the *Lionbridge Connector for Hybris Installation and Configuration Guide*.

### To send out the localized attributes of Hybris business objects for translation from the Backoffice Products page:

1. In your Web browser, navigate to `/backoffice/` on your Hybris instance.
2. Log in to the Hybris Backoffice.
3. Ensure that the **Administration** menu is selected.
4. In the navigation tree on the left, navigate to **Catalog > Products**.

The **Products** page opens.



5. Locate the products to send out for translation. You can view the products in the List View , Tree View , or the Grid View  mode.

**Tip:** You can use the search and advanced search functionality to display only the products to send out for translation.

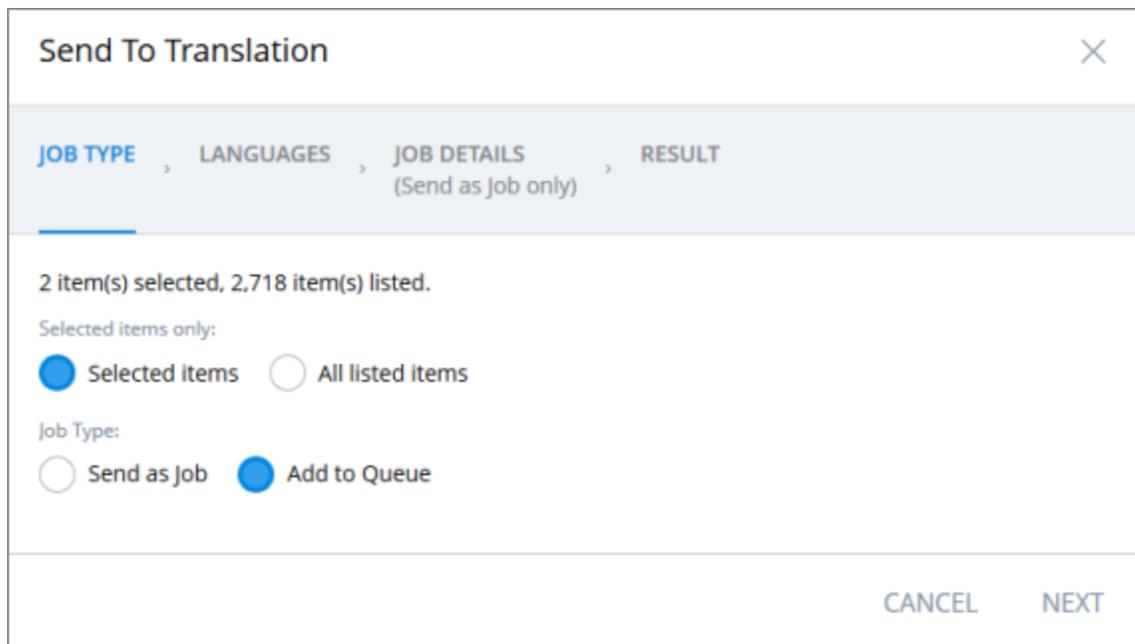
6. Select the products to translate:

- In the List view , click a checkmark  in the left column to select it and the corresponding page.
- In the Tree view , select a check box to select the corresponding page.
- In the Grid view , select a checkmark  in the left column to select it and the corresponding page.

**Tips:** To select a range of adjacent products, press the `Shift` key. To select multiple non-adjacent products, press the `Ctrl` key. Before selecting products, ensure that the lock icon  is displayed in the top-right corner. If the unlock icon  is displayed, click it to toggle it to the lock icon.

7. In the toolbar, click the **Send selection to translation** button .

The **Job Type** page of the **Send to translation** wizard opens.



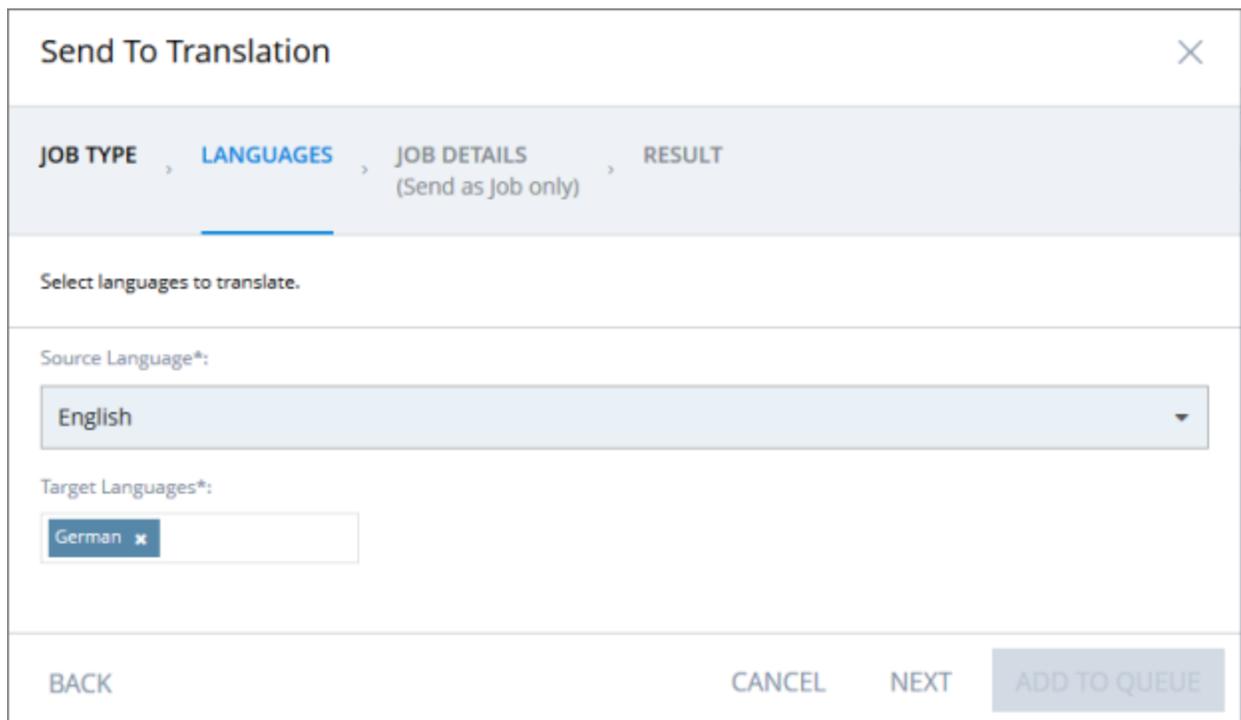
This page displays the number of items selected and the number of items available for selection.

8. In the **Job Type** page, you specify the following settings:

- which items the Connector will send for translation. Select one of the following radio buttons:
  - **Selected items:** These are the items you selected in step 6, above.
  - **All listed items:** All the items that were available for selection, after the filtering in step 4, above.
- how the Connector will process the items to send for translation. Select one of the following radio buttons:
  - **Send as Job:** The Connector will send out the items for translation as a single job. The Connector will send the job to the Clay Tablet Platform, which will send it to the translation provider that you will specify later in this wizard.
  - **Add to Queue** (the default selection): The Connector will send the items to the Translation Queue, where a user must send them out for translation.

When you are done, click **Next**.

The **Languages** page of the wizard opens.



The screenshot shows a wizard window titled "Send To Translation" with a close button (X) in the top right corner. The wizard has four steps: "JOB TYPE", "LANGUAGES" (the current step, highlighted with a blue underline), "JOB DETAILS (Send as Job only)", and "RESULT". Below the step indicators, the text "Select languages to translate." is displayed. Under "Source Language\*:", a dropdown menu is open showing "English". Under "Target Languages\*:", a text input field contains "German" with a small 'x' icon to its right. At the bottom of the window, there are four buttons: "BACK", "CANCEL", "NEXT", and "ADD TO QUEUE".

9. In the **Languages** page, you specify the following settings:

- **Source Language:** Select the source language of the items from the dropdown list. The Connector will send items in this source language for translation.

**Note:** All selected items must have the same source language.

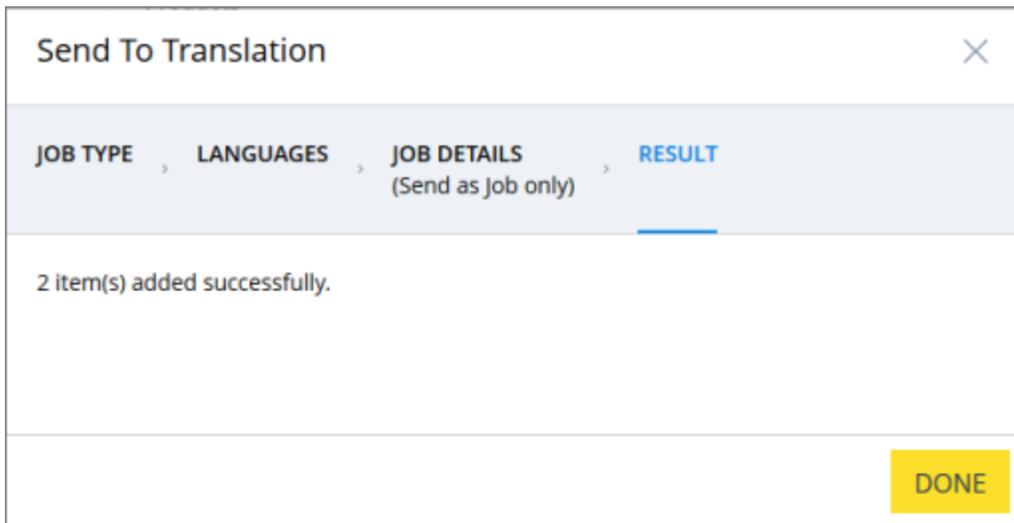
- **Target Languages:** Select one or more target languages, into which to translate the items. The list displays all the languages that are set up for the Connector.

When you are done, do one of the following:

- If you selected **Add to Queue** in the **Job Type** page of the wizard, click **Add to Queue**.

**Note:** The **Add to Queue** button is available only if you selected **Add to Queue** in the **Job Type** page of the wizard.

The **Result** page of the wizard opens, displaying the number of items that the Connector sent to the Translation Queue.



Click **Done** to close the wizard.

**Important:** You must open the Translation Queue to send out these items for translation. For detailed instructions, see "[Sending Items for Translation from the Translation Queue](#)" on page 45.

- If you selected **Send as job** in the **Job Type** page of the wizard, click **Next**.

**Note:** The **Next** button is displayed only if you selected **Send as job** in the **Job Type** page of the wizard.

10. If you clicked **Next**, the **Job Details** page of the wizard opens.

In the page you specify the following job settings:

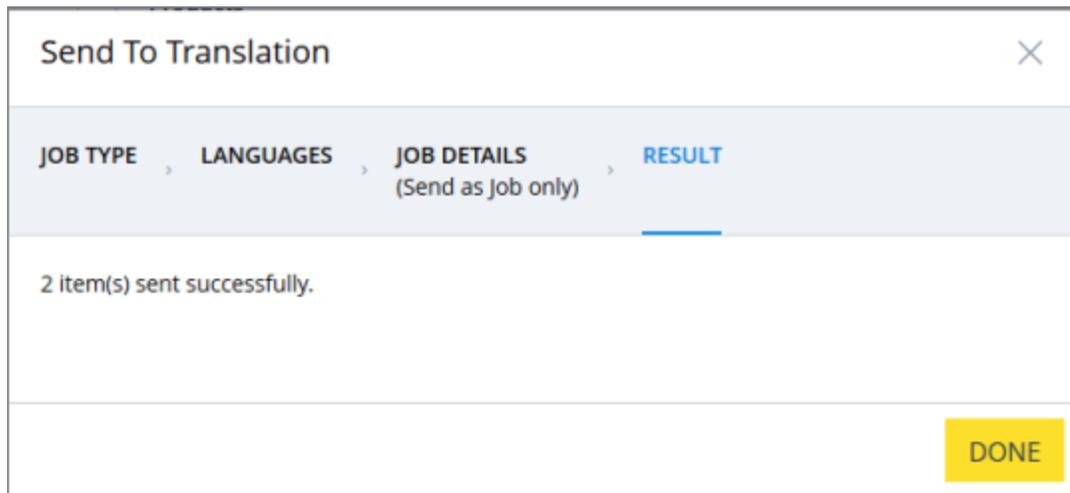
**Note:** You specify job settings for the items you sent to the Translation Queue when you send them out for translation from the queue, as described in ["Sending Items for Translation from the Translation Queue"](#) on page 45.

Field	Description
LSP	Select the translation provider for this translation job from the list.
Job Name	Your name for this translation job. A <i>translation job</i> contains all the items that the Connector sends out together for translation.
PO Reference	The purchase order reference number.

Field	Description
Notes to Translator	Any special instructions or requests. <b>Note:</b> Displayed only when any translation provider <i>other than</i> Lionbridge Freeway is selected in the <b>LSP</b> field, above.
Service ID	The Lionbridge onDemand service that manages the translation process. <b>Note:</b> Displayed only when the Lionbridge onDemand translation provider is selected in the <b>LSP</b> field, above.
Special Instructions	Any special instructions or requests. <b>Note:</b> Displayed only when the Lionbridge Freeway translation provider is selected in the <b>LSP</b> field, above.
Analysis Codes	You can specify the configured Lionbridge Freeway analysis codes for the translation job. <b>Note:</b> Displayed only when the Lionbridge Freeway translation provider is selected in the <b>LSP</b> field, above.

When you are done, click **Send as Job**.

The **Results** page of the wizard opens, displaying the number of products the Connector sent for translation.



11. Click **Done** to close the wizard.

**Tip:** You can monitor the progress of your job on the **Translation Jobs** page. For details, see "[Monitoring Translation Status](#)" on page 50.

### 3.3 Sending Website Pages for Translation from the Hybris Backoffice

You use the Connector to send out website pages ("pages") for translation from the Hybris Backoffice.

When the Connector sends out pages for translation, it actually sends out the configured localized attributes of the content in that page for translation.

Each localized attribute of a Hybris business object that is sent out for translation is a *content item*.

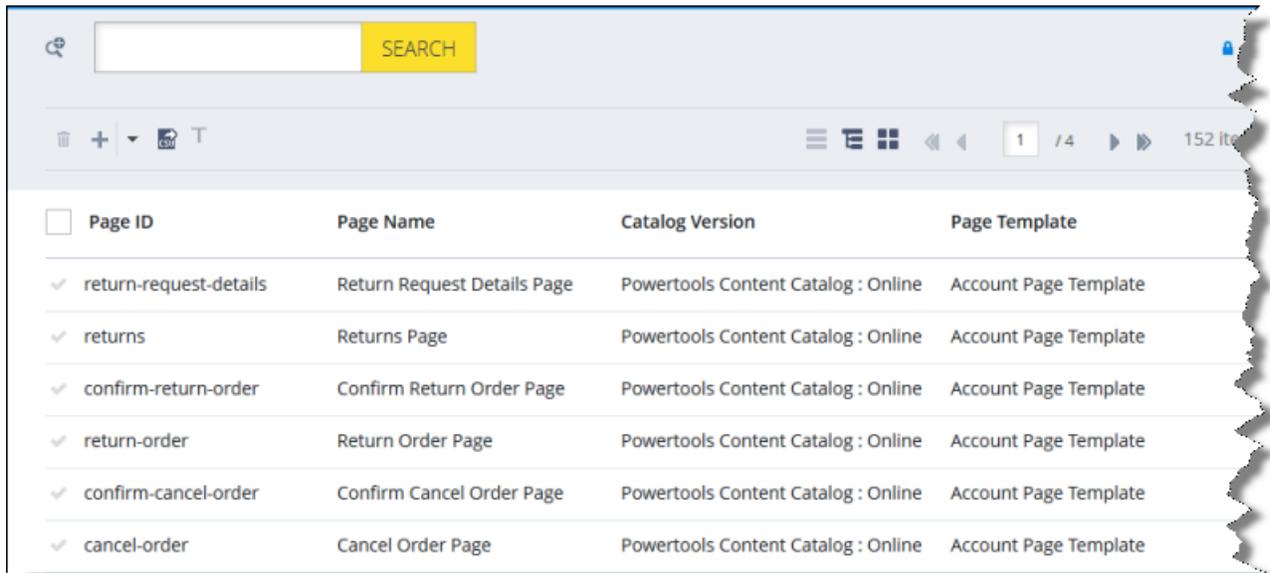
**Note:** Although you can view non-localized attributes and select them to send them out for translation, the Connector does not actually send out non-localized attributes for translation.

**Note:** You configure which pages (Content Page objects) and corresponding localized attributes you can send out for translation in the **Content Mapping** page. For detailed instructions, refer to the *Lionbridge Connector for Hybris Installation and Configuration Guide*.

#### To send out website pages for translation from WCMS:

1. In your Web browser, navigate to `/backoffice/` on your Hybris instance.
2. Log in to the Hybris Backoffice.
3. Ensure that the **Administration** menu is selected.
4. In the navigation tree on the left, navigate to **WCMS > Page**.

The page that opens displays a list of website pages.



<input type="checkbox"/> Page ID	Page Name	Catalog Version	Page Template
<input checked="" type="checkbox"/> return-request-details	Return Request Details Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> returns	Returns Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> confirm-return-order	Confirm Return Order Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> return-order	Return Order Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> confirm-cancel-order	Confirm Cancel Order Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> cancel-order	Cancel Order Page	Powertools Content Catalog : Online	Account Page Template

5. Locate the website pages to send out for translation. You can view the pages in the List View , Tree View , or the Grid View  mode.

**Tip:** You can use the search and advanced search functionality to display only the website pages to send out for translation.

6. Select the website pages to translate:

- In the List view , click a checkmark  in the left column to select it and the corresponding page.
- In the Tree view , select a check box to select the corresponding page.
- In the Grid view , select a checkmark  in the left column to select it and the corresponding page.

**Tips:** To select a range of adjacent pages, press the `Shift` key. To select multiple non-adjacent pages, press the `Ctrl` key. Before selecting pages, ensure that the lock icon  is displayed in the top-right corner. If the unlock icon  is displayed, click it to toggle it to the lock icon.

7. In the toolbar, click the **Send selection to translation** button .

The **Job Type** page of the **Send to translation** wizard opens.

This page displays the number of items selected and the number of items available for selection.

8. In the **Job Type** page, you specify the following settings:

- which items the Connector will send for translation. Select one of the following radio buttons:
  - **Selected items:** These are the items you selected in step 6, above.
  - **All listed items:** All the items that were available for selection, after the filtering in step 4, above.
- how the Connector will process the items to send for translation. Select one of the following radio buttons:
  - **Send as Job:** The Connector will send out the items for translation as a single job. The Connector will send the job to the Clay Tablet Platform, which will send it to the translation provider that you will specify later in this wizard.
  - **Add to Queue** (the default selection): The Connector will send the items to the Translation Queue, where a user must send them out for translation.

When you are done, click **Next**.

The **Languages** page of the wizard opens.

**Send To Translation** [X]

JOB TYPE , **LANGUAGES** , JOB DETAILS (Send as job only) , RESULT

Select languages to translate.

Source Language\*:  
English

Target Languages\*:  
German x

BACK CANCEL NEXT ADD TO QUEUE

9. In the **Languages** page, you specify the following settings:

- **Source Language:** Select the source language of the items from the dropdown list. The Connector will send items in this source language for translation.

**Note:** All selected items must have the same source language.

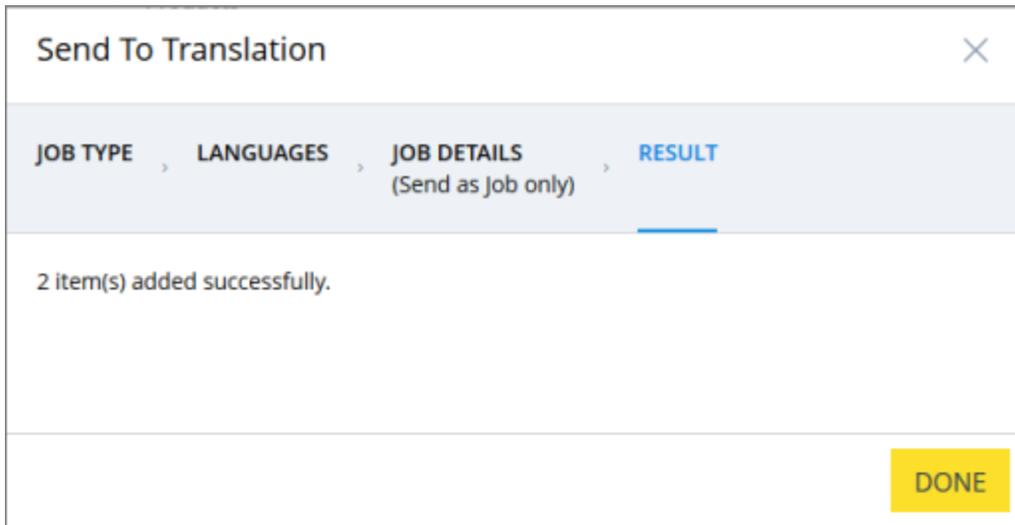
- **Target Languages:** Select one or more target languages, into which to translate the items. The list displays all the languages that are set up for the Connector.

When you are done, do one of the following:

- If you selected **Add to Queue** in the **Job Type** page of the wizard, click **Add to Queue**.

**Note:** The **Add to Queue** button is available only if you selected **Add to Queue** in the **Job Type** page of the wizard.

The **Result** page of the wizard opens, displaying the number of items that the Connector sent to the Translation Queue.



Click **Done** to close the wizard.

**Important:** You must open the Translation Queue to send out these items for translation. For detailed instructions, see "[Sending Items for Translation from the Translation Queue](#)" on page 45.

- If you selected **Send as job** in the **Job Type** page of the wizard, click **Next**.

**Note:** The **Next** button is displayed only if you selected **Send as job** in the **Job Type** page of the wizard.

10. If you clicked **Next**, the **Job Details** page of the wizard opens.

In the page you specify the following job settings:

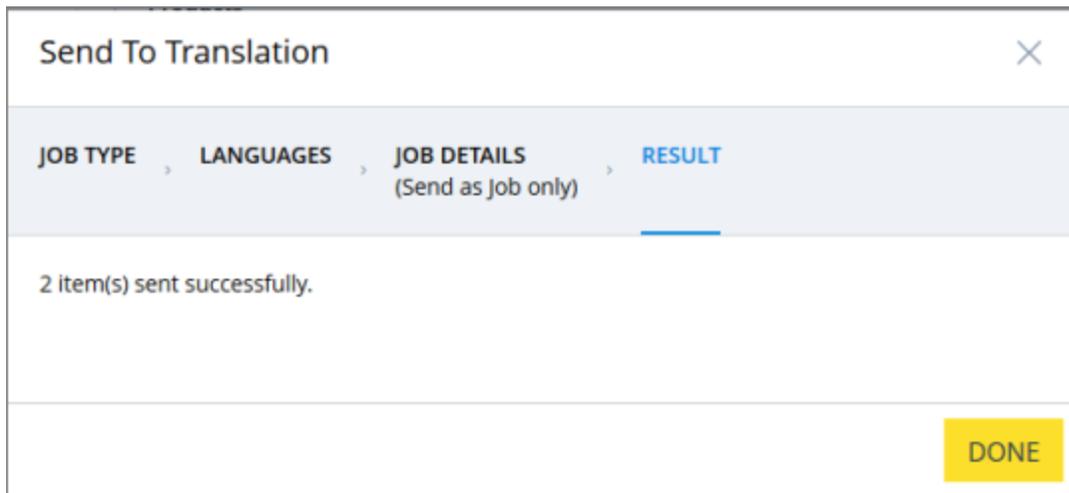
**Note:** You specify job settings for the items you sent to the Translation Queue when you send them out for translation from the queue, as described in ["Sending Items for Translation from the Translation Queue"](#) on page 45.

Field	Description
LSP	Select the translation provider for this translation job from the list.
Job Name	Your name for this translation job. A <i>translation job</i> contains all the items that the Connector sends out together for translation.
PO Reference	The purchase order reference number.

Field	Description
Notes to Translator	Any special instructions or requests. <b>Note:</b> Displayed only when any translation provider <i>other than</i> Lionbridge Freeway is selected in the <b>LSP</b> field, above.
Service ID	The Lionbridge onDemand service that manages the translation process. <b>Note:</b> Displayed only when the Lionbridge onDemand translation provider is selected in the <b>LSP</b> field, above.
Special Instructions	Any special instructions or requests. <b>Note:</b> Displayed only when the Lionbridge Freeway translation provider is selected in the <b>LSP</b> field, above.
Analysis Codes	You can specify the configured Lionbridge Freeway analysis codes for the translation job. <b>Note:</b> Displayed only when the Lionbridge Freeway translation provider is selected in the <b>LSP</b> field, above.

When you are done, click **Send as Job**.

The **Results** page of the wizard opens, displaying the number of products the Connector sent for translation.



11. Click **Done** to close the wizard.

**Tip:** You can monitor the progress of your job on the **Translation Jobs** page. For details, see "[Monitoring Translation Status](#)" on page 50.

## 3.4 Sending Products for Translation from the Hybris Product Cockpit (Hybris 6.1 to 6.6)

**Note:** This functionality is supported only for Hybris versions 6.1 to 6.6.

**Notes:** In Hybris 6.4 or higher, you can also send products for translation from the Hybris Backoffice Product Cockpit. For detailed instructions, see page 15. In all supported versions of Hybris, you can also send products for translation from the Hybris Backoffice Products page. For detailed instructions, see page 22.

You use the Connector to send out configured localized attributes of products for translation from the Hybris Product Cockpit.

**Note:** You configure which localized attributes of products you can send out for translation in the **Content Mapping** page. For detailed instructions, refer to the *Lionbridge Connector for Hybris Installation and Configuration Guide*.

### To send out the localized attributes of Hybris business objects for translation from the Product Cockpit:

1. In your Web browser, navigate to `/ctcockpit/` on your Hybris instance.
2. Log in to the Hybris Product Cockpit.
3. In the **All Products** tab, locate the products to send out for translation. You can view the items in either the Grid view or the List view.

**Tip:** You can use the search, advanced search, and saved search query functionality to display only the products to send out for translation.

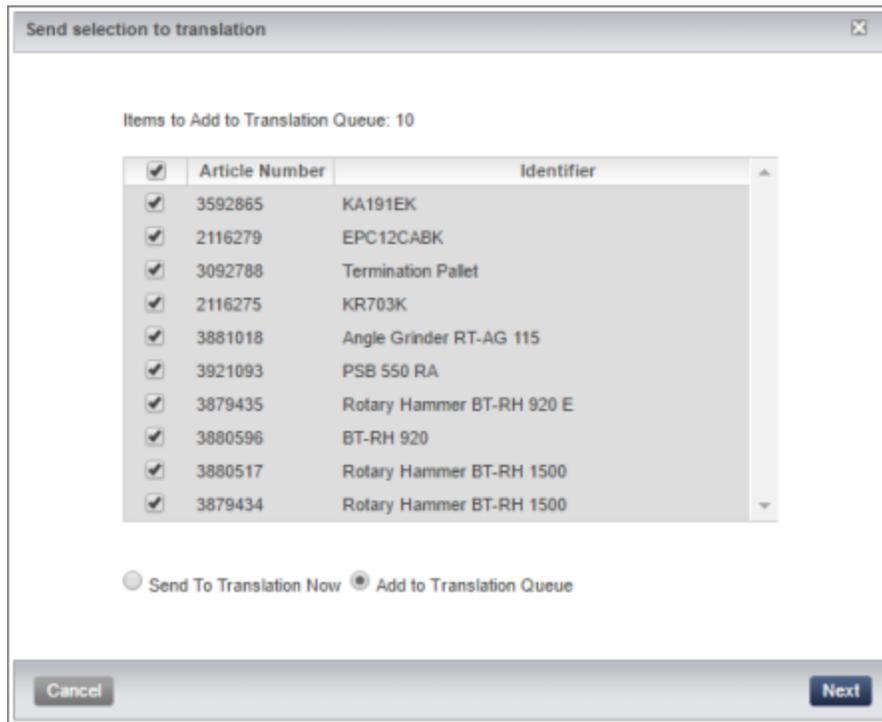
4. Select the products to translate.

**Tips:** To select a range of adjacent business objects, press the `Shift` key. To select multiple non-adjacent products, press the `Ctrl` key.

**Tip about catalogs:** To send all the products in a catalog for translation, click the catalog in the left pane and then select all the objects within it.

5. In the toolbar, click the **Send selection to translation** button .

The first page of the **Send selection to translation** wizard opens.



The following information is displayed about each product you selected previously:

- **Article Number:** The product code.
- **Identifier:** The product identifier.

These are both displayed in the List view in the Product Cockpit.

**Tip:** You can clear the check box for any product you do not want to send out for translation.

6. Select one of the following radio buttons:

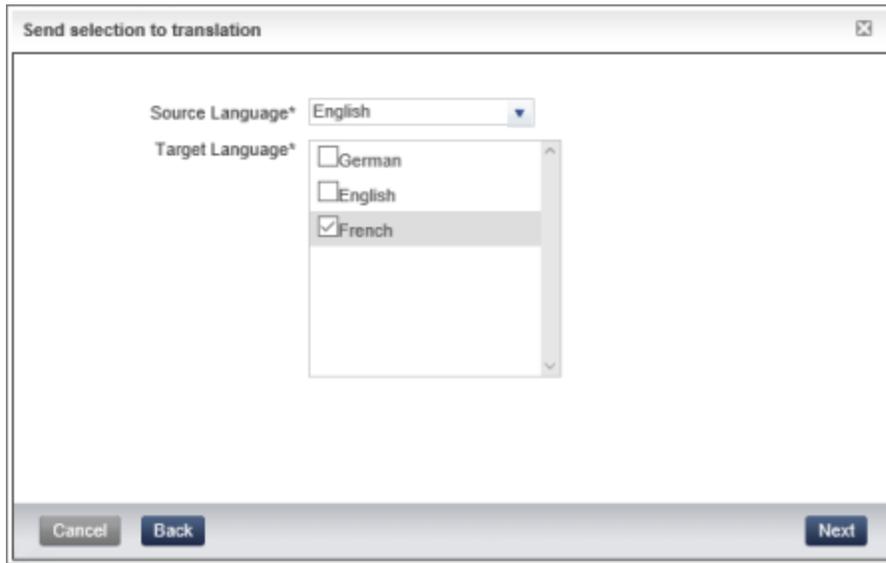
- **Add to Translation Queue** (the default selection): The Connector sends the content items to the Translation Queue, where a user must send them out for translation.
- **Send to Translation Now:** The Connector sends the content items to the Clay Tablet Platform, which sends them to the translation provider specified in the company's routing rules. The Connector displays additional fields below, where you can specify additional information about this translation job.

**Note:** This setting determines which fields are displayed on the following page of the wizard.

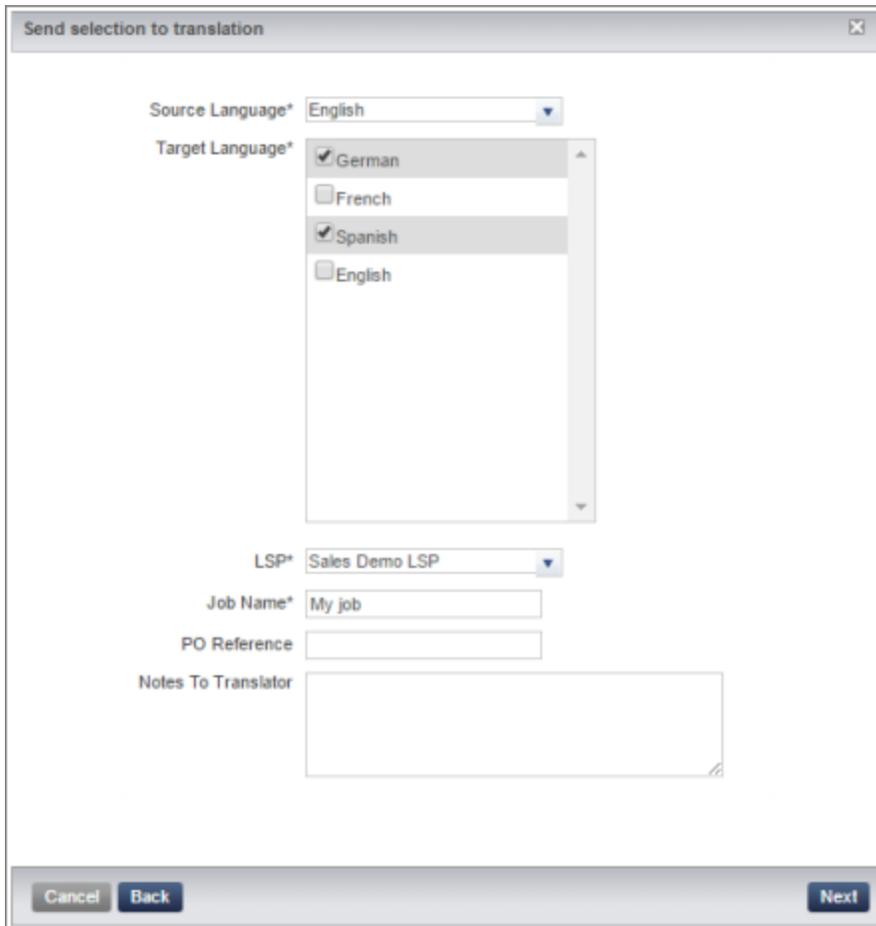
7. Click **Next**.

8. One of the following happens.

- If you previously selected the **Add to Translation Queue** radio button, the second page of the wizard is displayed as follows:



- If you previously selected the **Send to Translation Now** radio button, the second page of the wizard is displayed as follows:



9. Enter the following information about the content items to translate:

Field	Description
Source Language	Required. Select the source language of the selected items to send for translation. <b>Note:</b> All selected items must have the same source language.
Target Language	Required. Select the check boxes of one or more target languages into which to translate the content.
LSP	Select the translation provider for this translation job from the list. Required and displayed only if you selected the <b>Send to Translation Now</b> radio button in the previous page of the wizard.

Field	Description
Job Name	Your name for this translation job. A <i>translation job</i> contains all the content items that the Connector sends out together for translation. Required and displayed only if you selected the <b>Send to Translation Now</b> radio button in the previous page of the wizard.
PO Reference	The purchase order reference number. Displayed only if you selected the <b>Send to Translation Now</b> radio button in the previous page of the wizard.
Notes to Translator	Any special instructions or requests. Displayed only if you selected the <b>Send to Translation Now</b> radio button in the previous page of the wizard and when any translation provider <i>other than</i> Lionbridge Freeway is selected in the <b>LSP</b> field, above.
Service ID	The Lionbridge onDemand service that manages the translation process. Displayed only when both: <ul style="list-style-type: none"> <li>■ Send to Translation is selected in the previous page of the wizard.</li> <li>■ The Lionbridge onDemand translation provider is selected in <b>Choose LSP</b>, above.</li> </ul>
Special Instructions	Any special instructions or requests. Displayed only when both: <ul style="list-style-type: none"> <li>■ Send to Translation is selected in the previous page of the wizard.</li> <li>■ The Lionbridge Freeway translation provider is selected in <b>Choose LSP</b>, above.</li> </ul>
Analysis Codes	You can specify the configured Lionbridge Freeway analysis codes for the translation job. Displayed only when both: <ul style="list-style-type: none"> <li>■ Send to Translation is selected in the previous page of the wizard.</li> <li>■ The Lionbridge Freeway translation provider is selected in <b>Choose LSP</b>, above.</li> </ul>

10. Click **Next**.

**Note:** The **Next** button is displayed only after at least one target language is selected.

- If you selected the **Send to Translation Now** radio button in the previous page of the wizard, then the final page of the wizard states the number of items that were sent out to translation. Click **Done** to close the wizard.
- If you selected the **Add to Translation Queue** radio button in the previous page of the wizard, then the final page of the wizard states the number of items that were sent to the queue. Click **Done** to close the wizard.

**Important:** You must open the Translation Queue to send out these items for translation. For detailed instructions, see "[Sending Items for Translation from the Translation Queue](#)" on page 45.

### 3.5 Sending Website Pages for Translation from the Hybris WCMS Cockpit (Hybris 6.1 to 6.6)

**Note:** This functionality is supported only for Hybris versions 6.1 to 6.6.

**Note:** In all supported versions of Hybris, you can also send website pages for translation from the Hybris Backoffice. For detailed instructions, see "[Sending Website Pages for Translation from the Hybris Backoffice](#)" on page 28.

You use the Connector to send out website pages ("pages") for translation from the Hybris WCMS Cockpit.

When the Connector sends out pages for translation, it actually sends out the configured localized attributes of the content in that page for translation.

Each localized attribute of a Hybris business object that is sent out for translation is a *content item*.

**Note:** Although you can view non-localized attributes and select them to send them out for translation, the Connector does not actually send out non-localized attributes for translation.

**Note:** You configure which Hybris business objects and corresponding localized attributes you can send out for translation in the **Content Mapping** page. For detailed instructions, refer to the *Lionbridge Connector for Hybris Installation and Configuration Guide*.

#### **To send out website pages for translation from WCMS:**

1. In your Web browser, navigate to `/ctwcms/` on your Hybris instance.
2. Log in to the Hybris WCMS Cockpit.

3. In the navigation area, in the **Websites** box, click the catalog version of the website whose pages you want to translate. You can view website pages in either the Grid View mode or the List View mode.

4. In the **Filter** tab, select the website pages to translate.

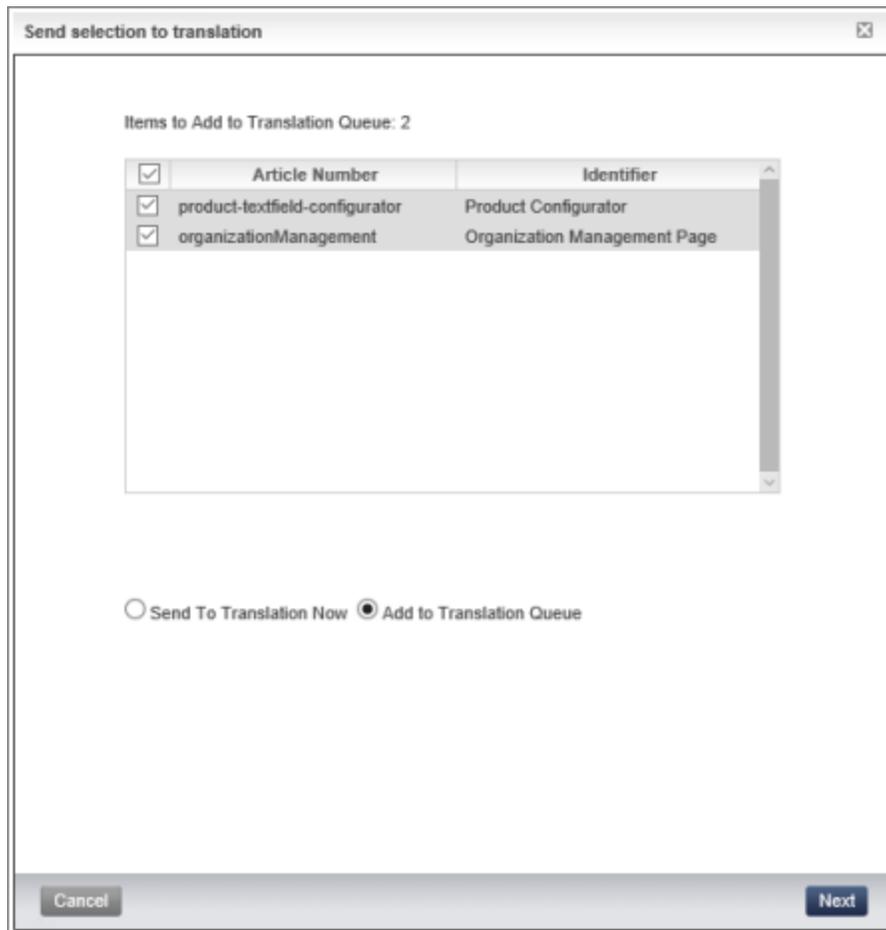
**Tip:** You can use the search and advanced search functionality to display only the website pages to send out for translation.

5. Click to select the website pages to translate.

**Tips:** To select a range of adjacent pages, press the `Shift` key. To select multiple non-adjacent pages, press the `Ctrl` key.

6. In the toolbar, click the **Send selection to translation** button .

The first page of the **Send selection to translation** wizard opens.



The following information is displayed about each page you selected previously:

- **Name:** The name of the page. This is displayed in the List view of the WCMS Cockpit.
- **Identifier:** The label of the page in the WCMS Cockpit. This is the same as the **Label** field displayed in a page's editing view in the WCMS Cockpit.

**Tip:** You can clear the check box for any page you do not want to send out for translation.

7. Select one of the following radio buttons:

- **Add to Translation Queue** (the default selection): The Connector sends the page to the Translation Queue, where a user must send them out for translation.
- **Send to Translation Now:** The Connector sends the pages to the Clay Tablet Platform, which sends them to the translation provider specified in the company's routing rules. The Connector displays additional fields below, where you can specify additional information about this translation job.

**Note:** This setting determines which fields are displayed on the following page of the wizard.

8. Click **Next**.

9. One of the following happens.

- If you previously selected the **Add to Translation Queue** radio button, the second page of the wizard is displayed as follows:

The screenshot shows a dialog box titled "Send selection to translation". It contains two main sections: "Source Language\*" and "Target Language\*". The "Source Language\*" is a dropdown menu currently showing "English". The "Target Language\*" is a list box with three items: "German", "English", and "French". The "French" item is selected, indicated by a checkmark and a grey highlight. At the bottom of the dialog, there are three buttons: "Cancel", "Back", and "Next".

- If you previously selected the **Send to Translation Now** radio button, the second page of the wizard is displayed as follows:

The screenshot shows a window titled "Send selection to translation". It contains the following fields and controls:

- Source Language\***: A dropdown menu with "English" selected.
- Target Language\***: A list box with checkboxes for "German" (checked), "French", "Spanish" (checked), and "English".
- LSP\***: A dropdown menu with "Sales Demo LSP" selected.
- Job Name\***: A text input field containing "My job".
- PO Reference**: An empty text input field.
- Notes To Translator**: A large empty text area.
- At the bottom, there are three buttons: "Cancel", "Back", and "Next".

10. Enter the following information about the content items to translate:

Field	Description
Source Language	Required. Select the source language of the selected items to send for translation. <b>Note:</b> All selected items must have the same source language.
Target Language	Required. Select the check boxes of one or more target languages into which to translate the content.
LSP	Select the translation provider for this translation job from the list. Required and displayed only if you selected the <b>Send to Translation Now</b> radio button in the previous page of the wizard.

Field	Description
Job Name	Your name for this translation job. A <i>translation job</i> contains all the content items that the Connector sends out together for translation. Required and displayed only if you selected the <b>Send to Translation Now</b> radio button in the previous page of the wizard.
PO Reference	The purchase order reference number. Displayed only if you selected the <b>Send to Translation Now</b> radio button in the previous page of the wizard.
Notes to Translator	Any special instructions or requests. Displayed only if you selected the <b>Send to Translation Now</b> radio button in the previous page of the wizard and when any translation provider <i>other than</i> Lionbridge Freeway is selected in the <b>LSP</b> field, above.
Service ID	The Lionbridge onDemand service that manages the translation process. Displayed only when both: <ul style="list-style-type: none"> <li>■ Send to Translation is selected in the previous page of the wizard.</li> <li>■ The Lionbridge onDemand translation provider is selected in <b>Choose LSP</b>, above.</li> </ul>
Special Instructions	Any special instructions or requests. Displayed only when both: <ul style="list-style-type: none"> <li>■ Send to Translation is selected in the previous page of the wizard.</li> <li>■ The Lionbridge Freeway translation provider is selected in <b>Choose LSP</b>, above.</li> </ul>
Analysis Codes	You can specify the configured Lionbridge Freeway analysis codes for the translation job. Displayed only when both: <ul style="list-style-type: none"> <li>■ Send to Translation is selected in the previous page of the wizard.</li> <li>■ The Lionbridge Freeway translation provider is selected in <b>Choose LSP</b>, above.</li> </ul>

11. Click **Next**.

**Note:** The **Next** button is displayed only after you populate all required fields, which are marked with an asterisk (\*).

**Tip:** If the last required field you populate is **Job Name**, click anywhere in the user interface to display the **Next** button.

- If you selected the **Send to Translation Now** radio button in the previous page of the wizard, then the final page of the wizard states the number of items that were sent out to translation. Click **Done** to close the wizard.
- If you selected the **Add to Translation Queue** radio button in the previous page of the wizard, then the final page of the wizard states the number of items that were sent to the queue. Click **Done** to close the wizard.

**Important:** You must open the Translation Queue to send out these items for translation. For detailed instructions, see "[Sending Items for Translation from the Translation Queue](#)" on page 45.

### 3.6 Sending Items for Translation from the Translation Queue

The goal of the Translation Queue is to control translation costs and the translation process. This design assumes that the person with the authority to send content for translation from the Translation Queue manages the translation budget of the organization.

You can send out one, multiple, or all items from the Translation Queue at one time.

You originally submitted items to the Translation Queue by doing one of the following:

- in the **Job Type** page of the **Send to translation** wizard in the Hybris Backoffice Product Cockpit, clicking the **Add to Queue** radio button. For details, see: "[Sending Products for Translation from the Hybris Backoffice Product Cockpit \(Hybris 6.4 and higher\)](#)" on page 15.
- in the **Job Type** page of the **Send to translation** wizard opened from the Hybris Backoffice Products Page, clicking the **Add to Queue** radio button. For details, see: "[Sending Products for Translation from the Hybris Backoffice Products Page](#)" on page 22.
- in the **Job Type** page of the **Send to translation** wizard opened from the Page page in the Hybris Backoffice, clicking the **Add to Queue** radio button. For details, see: "[Sending Website Pages for Translation from the Hybris Backoffice](#)" on page 28.
- in the first page of the **Send selection to translation** wizard in the Hybris Product Cockpit, clicking the **Add to Translation Queue** radio button. For details, see: "[Sending Products for Translation from the Hybris Product Cockpit \(Hybris 6.1 to 6.6\)](#)" on page 35.

- in the first page of the **Send selection to translation** wizard in the Hybris WCMS Cockpit, clicking the **Add to Translation Queue** radio button. For details, see: "[Sending Website Pages for Translation from the Hybris WCMS Cockpit \(Hybris 6.1 to 6.6\)](#)" on page 40.

Submitting content to the Translation Queue before sending it out for translation has the following advantages:

- You may not want to send out the localized attributes in each business object individually as soon as you finish reviewing it. The Translation Queue facilitates your management of reviewed items, so that you do not forget about sending individual reviewed items for translation.
- Your translation provider may prefer receiving fewer but larger batches of items to translate, rather than items from individual business objects, as it facilitates project preparation, resource assignment, and content analysis.
- If you want to translate many items into multiple languages, but you want to translate into only one target language at a time, this is a good way to manage that process.
- The Translation Queue manager may want to route jobs to certain translation providers.
- The Translation Queue manager may want to add job-specific metadata, such as a purchase order number.

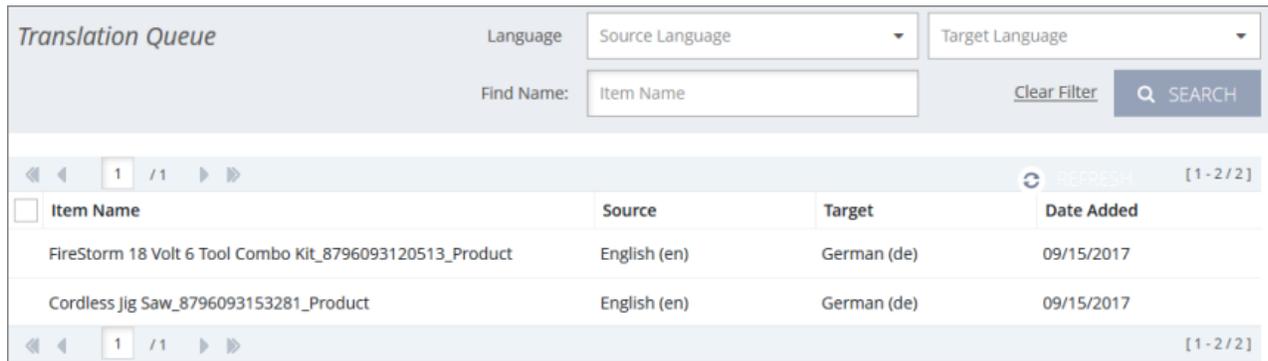
If you or your colleagues have sent items to the Translation Queue, you must access the Translation Queue to send out the items from there.

**Note:** If you do not send out items from the Translation Queue, the items remain in the queue, and the Connector does not send them out for translation.

#### **To submit one or more items from the Translation Queue for translation:**

1. In your Web browser, navigate to `/backoffice/` on your Hybris instance.
2. Log in to the Hybris Backoffice.
3. In the **Administration** menu, select **Translation Queue**.

The Translation Queue opens.



The following information is displayed about each item in the queue:

- **Item Name:** The name of the object to send for translation. If the name is long, this wraps to the next row.
- **Source Language:** The name and language code of the source language of the object to send for translation. This was specified when the object was added to the queue.
- **Target Language:** The name and language code of the target language into which to translate the object .

**Note:** If you specified translating an object into multiple target languages, then each instance of a source language-target language pair is displayed in a separate row in the list, as a separate item. For example, if you want to translate an object into five languages, then there are five rows in the list, one for each target language.

- **Date Added:** The date the object was added to the queue, in the following format: MM/DD/YYYY.

The header and footer display information about how many items are in the queue, and how they are displayed. If there are more than 25 items in the queue, they are displayed in multiple sub-pages.

- The left sides of the header and footer display the total number of sub-pages in the queue. To navigate to a different sub-page, enter the sub-page number or click an arrow.
- The right sides of the header and footer display the total number of items displayed on the current sub-page of the queue and the total number of items in the queue.

4. Optional. Click a column heading to sort by a column or to reverse the sort order of a sorted column.
5. Optional. In the top of the queue, you can filter the displayed items in the queue. You can search by the following criteria:

- item name
- source language
- target language

Click **Search**.

**Tip:** To clear your search filters, click **Clear Filter**.

6. Optional. Click **Refresh** in the top-right corner of the list to update the items in the queue.
7. In the list, select the check boxes of the items that you want to send out for translation.

**Tips:** To select the check boxes of all items in the sub-page, select the check box in the column header. If all check boxes in the sub-page are selected, clear the check box in the column header.

**Note:** To remove items from the queue, select the corresponding check boxes and click **Remove Select Item**.

8. Click **Send to Translation**.

The **Send Items to Translation** dialog box opens.

The screenshot shows a dialog box titled "Send Items to Translation". It features a header bar with the title. Below the header, there are four input fields arranged vertically: "LSP\*" (with a dropdown arrow), "Job Name\*", "PO Reference", and "Notes To Translator". At the bottom of the dialog, there are two buttons: "Cancel" and "Send to Translation".

9. Enter the following information about the items to translate:

Field	Description
LSP	Select the translation provider for this translation job from the list.
Job Name	Your name for this translation job.
PO Reference	Optional. The purchase order reference number for this translation job.
Notes to Translator	Any special instructions or requests. Displayed only when any translation provider <i>other than</i> Lionbridge Freeway is selected in the <b>LSP</b> field, above.
Service ID	The Lionbridge onDemand service that manages the translation process. <b>Note:</b> Displayed only when the Lionbridge onDemand translation provider is selected in the <b>LSP</b> field, above.
Special Instructions	Any special instructions or requests. Displayed only when the Lionbridge Freeway translation provider is selected in the <b>LSP</b> field, above.
Analysis Codes	You can specify the configured Lionbridge Freeway analysis codes for the translation job. Displayed only when the Lionbridge Freeway translation provider is selected in <b>Choose LSP</b> , above.

10. Click **Send to Translation**.

A message box confirms that the Connector started processing the translation job with the selected items. Click **OK** to close the message box.

## 4 Monitoring Translation Status

After you send out a job for translation, you can monitor its progress in the Translation Jobs page.

### To monitor translation status:

1. In your Web browser, navigate to `/backoffice/` on your Hybris instance.
2. Log in to the Hybris Backoffice.
3. In the **Administration** menu, select **Translation Jobs**.

The **Translation Jobs** page opens.

Job Name	LSP	Translation Status	Submitted On	Last Update	Errors
<input type="checkbox"/> <a href="#">Test job1</a>	Test LSP1	Sent to CT Platform	06/28/2017	06/28/2017	
<input type="checkbox"/> <a href="#">Test job2</a>	Test LSP2	Sent to CT Platform	06/28/2017	06/28/2017	
<input type="checkbox"/> <a href="#">Test job3</a>	Test LSP1	Sent to CT Platform	06/28/2017	06/28/2017	
<input type="checkbox"/> <a href="#">Job from Queue</a>	Test LSP1	Sent to CT Platform	06/28/2017	06/28/2017	
<input type="checkbox"/> <a href="#">JI1</a>	Test LSP1	Sent to CT Platform	06/28/2017	06/28/2017	
<input type="checkbox"/> <a href="#">JI2</a>	Test LSP1	Sent to CT Platform	06/28/2017	06/28/2017	

This page displays the following information about each translation job:

Column	Description
Job Name	The name of this translation job. To view detailed information about the items in the job, click the link.

Column	Description
LSP	The translation provider to whom the Clay Tablet Platform sends the translation job.
Translation Status	The translation status of the job. For a list and description of translation statuses, see page 52.
Submitted On	The job submission date, in the following format: MM/DD/YYYY.
Last Update	The date the job was last updated, in the following format: MM/DD/YYYY.
Errors	If an error has occurred, it is displayed here.

4. Optional. Click a column heading to sort by a column or to reverse the sort order of a sorted column.

**Tip:** If you click the **Translation Status** column header to sort by this column, the jobs are sorted by percentage completed.

The list header and footer display the total number of items, and the total number of items displayed on this sub-page. If there are more than 25 items, they are displayed in multiple sub-pages.

- The left sides of the header and footer display the total number of sub-pages in the list. To navigate to a different sub-page, enter the sub-page number or click an arrow.
- The right sides of the header and footer display the total number of items displayed on the current sub-page of the list and the total number of items in the list.

5. Optional. Click **Refresh** in the top-right corner of the list to update the items in the list.
6. Optional. In the top-right corner of the page, search for the jobs whose translation status you want to view. You can search by any of the following criteria:
- **Find Name:** Enter the job name.
  - **Status:** Select the translation status. For a list and description of translation statuses, see page 52.
  - **From Date and To:** Specify the range of job-creation dates in the following format: MM/DD/YYYY, or click the calendar icon  to select the dates.

Click **Search**.

**Tip:** To clear your search filters, click **Clear Filter**.

7. Optional. To view detailed information about the items in the job, click the link in the **Job Name** column.

For details, see "[Viewing Job Details](#)" on page 53.

**Note:** This action highlights this job and selects the corresponding check box.

8. Optional. If this job has either `Translation received` or `Completed` (nothing to translate) status, you can archive it by clicking the **Archive this job** link. You can view an archived job in the **Archived Jobs** page. For details, see "[Viewing Archived Jobs](#)" on page 55.

**Warning:** Archiving active jobs is not recommended. If you archive an active job, it will no longer be displayed on the **Translation Jobs** page. Archiving a job also archives the assets in that job: If you archive content while it is being translated, then the Connector will not return the completed translation to you.

9. Optional. To view all archived jobs, click the **Archived Jobs** link at the bottom of the page. For details, see "[Viewing Archived Jobs](#)" on page 55.

## 4.1 Translation Statuses

After you send out localized attributes of Hybris business objects for translation, they are referred to as *content items*. The Connector sends out one or more content items for translation as a single *translation job*. Both content items and translation jobs can have the following translation statuses:

Translation Status	Description
Created	The Connector created the job for sending out the item to the translation provider.
Pending	The Connector is preparing to send out the item to the translation provider.
Sending	The Connector is sending out the item to the translation provider.
In translation	The translation provider has received the item for translation and has not yet returned the translated item.

Translation Status	Description
Reviewing Translation	The Connector has received the translated item back from the translation provider and imported it into Hybris. <b>Note:</b> This is an intermediate state. If a job is stuck in this state, then an error may have occurred when the Connector imported the translation.
Completed	The Connector has returned the translated item to Hybris. You view translated content items in the Hybris interfaces where those content items are displayed. For detailed instructions, see " <a href="#">Viewing Translated Content</a> " on page 58.

## 4.2 Viewing Job Details

You view job details in the **Job Details** page. To open this page, in the **Translation Jobs** page, click the link in the **Job Name** column. For details, see "[Monitoring Translation Status](#)" on page 50.

The screenshot displays the 'Job Details' page. At the top left, there is a 'Return to List' link with a back arrow. The job information includes: Job Name: Test Job1, Submitted On: 06/28/2017, Last Update: 06/28/2017, Job Status: Sent to CT Platform, Notes To Translator, Job Id: 8796093065377\_4b28-bea3-5e17b77304ae, Created By: Administrator, PO number, and Translation provider: Test LSP1. Below this is a table with the following data:

Asset ID	Asset Name	Source	Target	Status	Last Update	Asset Reference	Error
8796093065378_4f94-a25b-	DH40MR_8796148432897_Product	en	fr	Sent to CT Platform	06/28/2017		
8796093098146_4880-8904-	DH40MR_8796148432897_Product	en	de	Sent to CT Platform	06/28/2017		

**Note:** You can also view the details of an archived job by clicking the link in the **Job Name** column in the **Archived Jobs** page. For details, see "[Viewing Archived Jobs](#)" on page 55.

The area at the top of the page displays the following read-only information about the job:

Field	Description
Job ID	The Connector's unique identifier for the job.

Field	Description
Job Name	Your name for this translation job.
Submitted On	The date, in MM/DD/YYYY format, when the job was submitted for translation.
Created By	The name of the user who submitted this job for translation.
Notes to Translator	Any special instructions or requests for the translation provider.
Service ID	The Lionbridge onDemand service that manages the translation process. <b>Note:</b> Displayed only when the Lionbridge onDemand translation provider is selected in the <b>Translation provider</b> field, below.
Special Instructions	Any special instructions or requests. <b>Note:</b> Displayed only when the Lionbridge Freeway translation provider is selected in the <b>Translation provider</b> field, below.
Last Update	The date, in MM/DD/YYYY format, when the job was last updated.
PO Number	The purchase order reference number for this translation job.
Job Status	The translation status. For a list and description of translation statuses, see page 52.
Translation provider	The translation provider for this job.

The list header and footer display the total number of assets in the job, and the total number of assets displayed on this sub-page. If there are more than 8 assets, they are displayed in multiple sub-pages.

- The left sides of the header and footer display the total number of sub-pages in the list. To navigate to a different sub-page, enter the sub-page number or click an arrow.
- The right sides of the header and footer display the total number of assets displayed on the current sub-page of the list and the total number of items in the list.

This page displays the following information about each asset in the job:

Column	Description
Asset ID	The Connector's unique identifier for the item sent for translation, which includes information about the item, the target language, and the source language.
Asset Name	<ul style="list-style-type: none"> <li>■ For products in the Product Cockpit, this is the article number.</li> <li>■ For website pages in the WCMS Cockpit, this is the name.</li> </ul>
Source	The source language of the item.
Target	The target language of the item.
Status	The translation status. For a list and description of translation statuses, see page 52.
Last Update	The time and date when the status was last updated, in the following format: MM/DD/YYYY.
Asset Reference	The translation provider's reference for the asset.
Error	Any errors related to this asset.

- ▶ To return to the previous page, click the **Return to list** link or arrow at the top-left corner of the page.
- ▶ To archive this job, click the **Archive this job** link in the top-right corner of the page.

### 4.3 Viewing Archived Jobs

You can view archived jobs in the **Archived Jobs** page.

#### To view archived jobs:

1. In the Translation Jobs page, click the **Archived Jobs** link at the bottom of the page. For instructions on opening that page, see "[Monitoring Translation Status](#)" on page 50.

2. The **Archived Jobs** page opens.

The screenshot shows the 'Archived Jobs' page with a search bar for 'Item Name' and a 'Job Status' dropdown. Below the search bar are 'From Date' and 'To' date pickers, a 'Clear Filter' link, and a 'SEARCH' button. The main content area displays a table with columns: Job Name, LSP, Translation Status, Submitted On, Last Update, and Errors. The table contains three rows of data, each with a checkbox on the left. The footer of the table shows pagination information: '1 / 1' and '[ 1 - 3 / 3 ]'.

Job Name	LSP	Translation Status	Submitted On	Last Update	Errors
<input type="checkbox"/> <a href="#">Sitema_test_hybris</a>	mk_test_LSP	Completed (translation approved)	10/16/2017	11/07/2017	
<input type="checkbox"/> <a href="#">ctcockpit_test1</a>	mk_test_LSP	Completed (translation approved)	10/18/2017	11/07/2017	
<input type="checkbox"/> <a href="#">test_reg</a>	dev demo	Completed (nothing to translate)	11/07/2017	11/07/2017	

This page displays the following information about each archived translation job:

Column	Description
Job Name	The name of this translation job. To view detailed information about the items in the job, click the link.
LSP	The translation provider to whom the Clay Tablet Platform sends the translation job.
Translation Status	The translation status of the job. For a list and description of translation statuses, see page 52.
Submitted On	The job submission date, in the following format: MM/DD/YYYY.
Last Update	The date the job was last updated, in the following format: MM/DD/YYYY.
Errors	If an error has occurred, it is displayed here.

By default, the items are sorted chronologically by submission date.

The list header and footer display the total number of items, and the total number of items displayed on this sub-page. If there are more than 25 items, they are displayed in multiple sub-pages.

- ☰ The left sides of the header and footer display the total number of sub-pages in the list. To navigate to a different sub-page, enter the sub-page number or click an

arrow.

- The right sides of the header and footer display the total number of items displayed on the current sub-page of the list and the total number of items in the list.

3. Optional. In the top-right corner of the page, search for the jobs whose translation status you want to view. You can search by any of the following criteria:

- **Find Name:** Enter the job name.
- **Status:** Select the translation status. For a list and description of translation statuses, see page 52.
- **From Date and To:** Specify the range of job-creation dates in the following format:  
MM-DD-YYYY

Click **Search**.

**Tip:** To clear your search filters, click **Clear Filter**.

4. Optional. To view detailed information about the items in the job, click the link in the **Job Name** column. For details, see "[Viewing Job Details](#)" on page 53.
5. To return to the Translation Jobs page, click the **Return to list** link or arrow at the top-left corner of the page.

## 5 Viewing Translated Content

When a job has `Completed` status, the items in that job have been translated and returned to Hybris. For a description of translation statuses, see page 52. You view translated content items in the Hybris interfaces where those content items are displayed:

- "Viewing Translated Products in the Hybris Backoffice Product Cockpit (Hybris 6.4 and higher)" on page 58
- "Viewing Translated Products in the Hybris Backoffice Products Page" on page 61
- "Viewing Translated Website Pages in the Hybris Backoffice" on page 64
- "Viewing Translated Products in the Hybris Product Cockpit (Hybris 6.1 to 6.6)" on page 66
- "Viewing Translated Website Pages in the Hybris WCMS Cockpit (Hybris 6.1 to 6.6)" on page 67

### 5.1 Viewing Translated Products in the Hybris Backoffice Product Cockpit (Hybris 6.4 and higher)

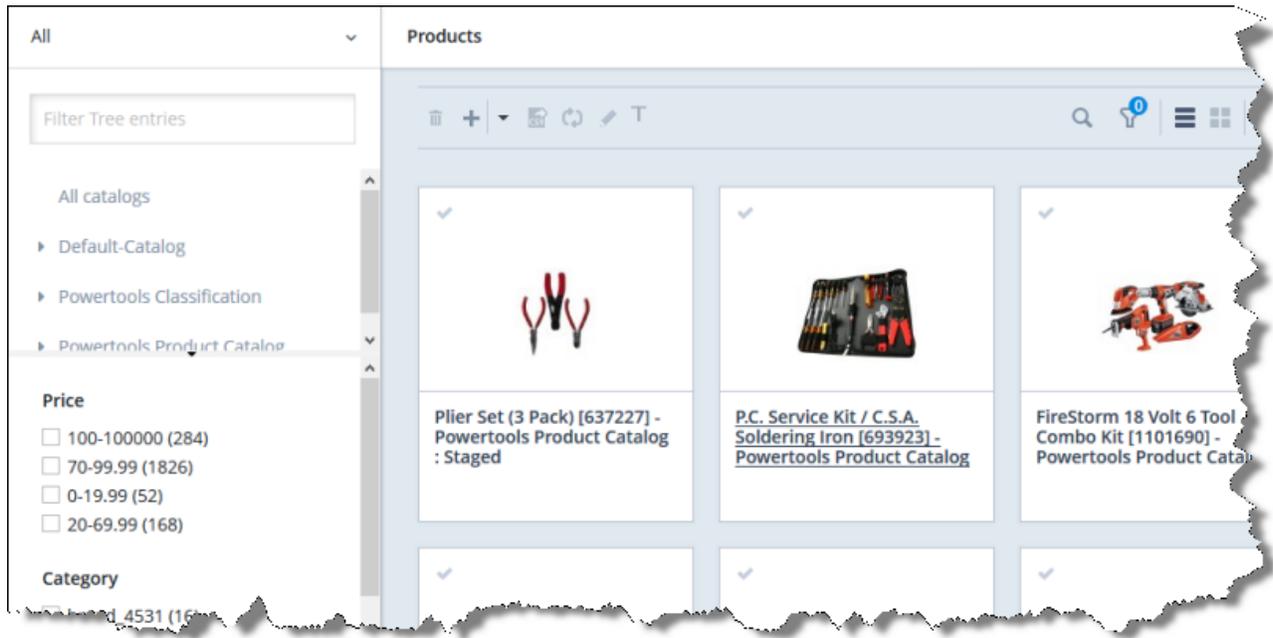
**Note:** This functionality is supported only for Hybris versions 6.4 and higher.

When a job has `Completed` status, the products in that job have been translated and returned to the Hybris Product Cockpit. You can view translated products in the Hybris Product Cockpit from the Hybris Backoffice.

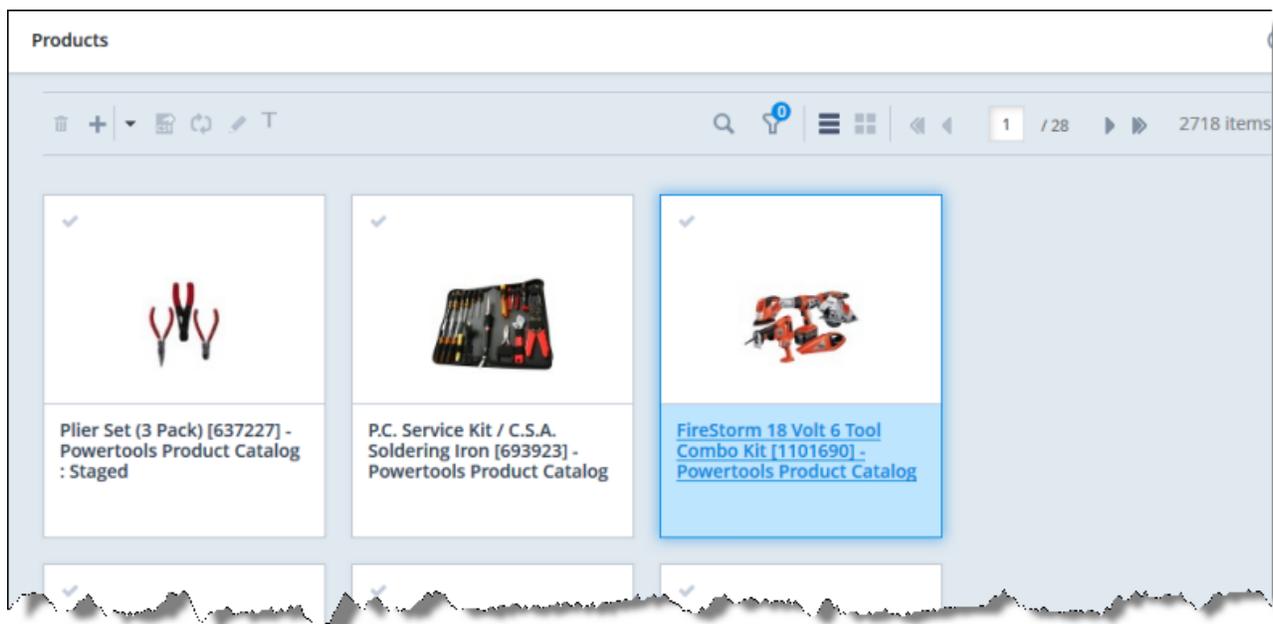
#### To view translated products in the Hybris Backoffice Product Cockpit:

1. In your Web browser, navigate to `/backoffice/` on your Hybris instance.
2. Log in to the Hybris Backoffice.
3. In the **Administration** menu, select **Product Cockpit**.

The **Products** page opens.



- Optional. In the **Filter Tree** in the left pane, you can select a specific catalog or classification, and price range and/or category to display only products that meet the filter criteria.

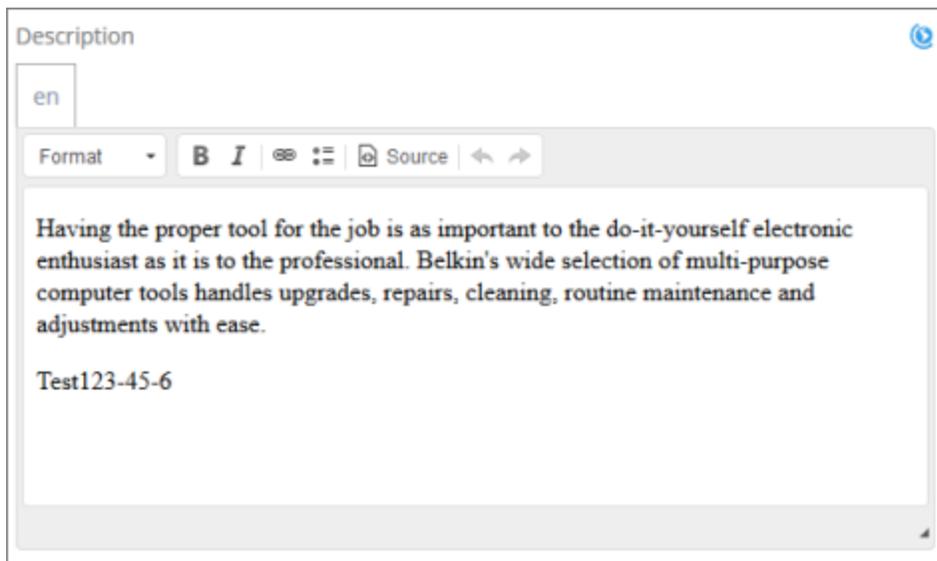


5. Locate the translated product. You can view the items in either the Grid view  or the List view .

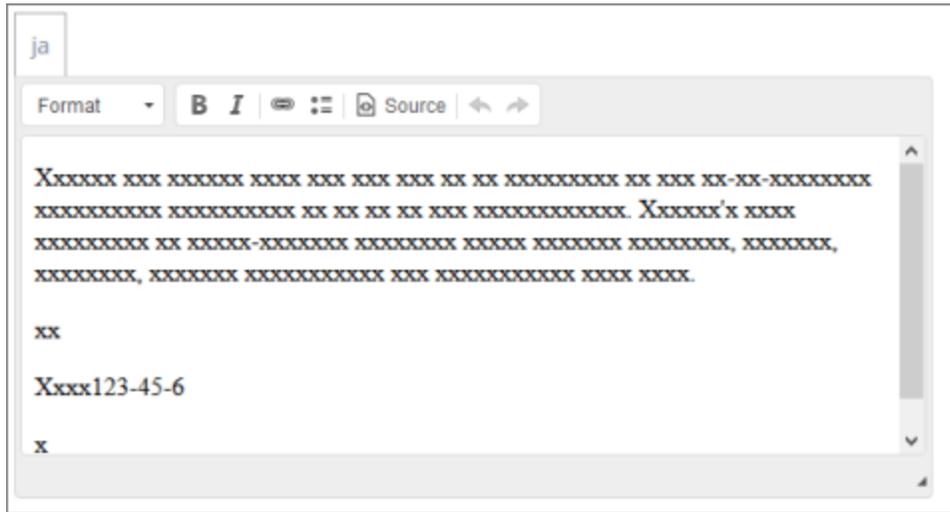
**Tip:** You can use the search and filter functionality at the top of the page to display only specific products.

6. Click the link in the product.

7. In the **Properties** tab, click the localization button  to display a property in each of its languages. For example, if the description of the Plier Set (3 Pack) was translated from English into Japanese, the source (English) version is displayed as follows:



While the target translation (Japanese) is displayed as follows:



**Note:** Pseudo-translation is displayed instead of Japanese in the screen capture above.

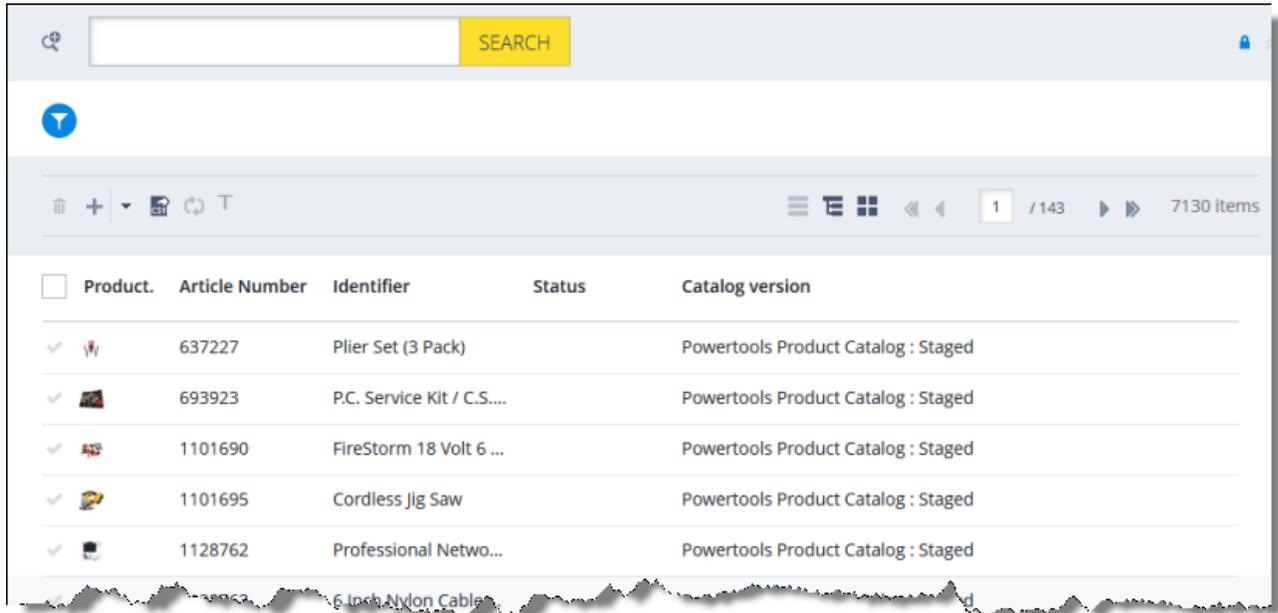
## 5.2 Viewing Translated Products in the Hybris Backoffice Products Page

When a job has `Completed` status, the products in that job have been translated and returned to the Hybris Product Cockpit. You can view translated products in the Products page in the Hybris Backoffice.

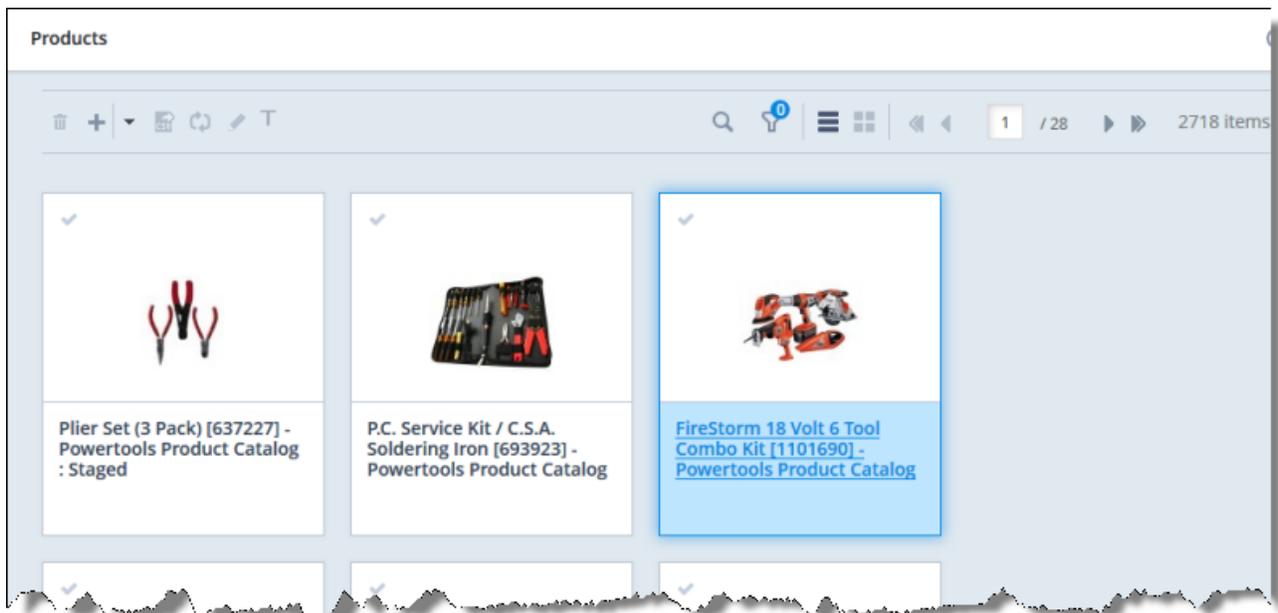
### To view translated products in the Hybris Backoffice Products page:

1. In your Web browser, navigate to `/backoffice/` on your Hybris instance.
2. Log in to the Hybris Backoffice.
3. Ensure that the **Administration** menu is selected.
4. In the navigation tree on the left, navigate to **Catalog > Products**.

The **Products** page opens.



- Optional. In the **Filter Tree** in the left pane, you can select a specific catalog or classification, and price range and/or category to display only products that meet the filter criteria.



6. Locate the translated product. You can view the items in either the Grid view  or the List view .

**Tip:** You can use the search and filter functionality at the top of the page to display only the products to send out for translation.

7. Click the link in the product.

8. In the **Properties** tab, click the localization button  to display a property in each of its languages. For example, if the Identifier field of the P.C. Service Kit was translated from English into Japanese, both language versions are displayed as follows:

P.C. Service Kit / C.S.A. Soldering Iron [693923] - Powertools Product Catalog : Staged

PROPERTIES ATTRIBUTES CATEGORY SYSTEM PRICES MULTIMEDIA VARIANTS EXTENDED ATTRIBUTES REV

**ESSENTIAL**

Article Number	Identifier	Catalog version
693923	en	P.C. Service Kit / C.S.A. Sc Powertools Product Catalog : Stag...
	es_CO	
	in	
	pt	
	fr	
	ru	
	ja	P.C. サービス キット / C.S.A
	zh_TW	

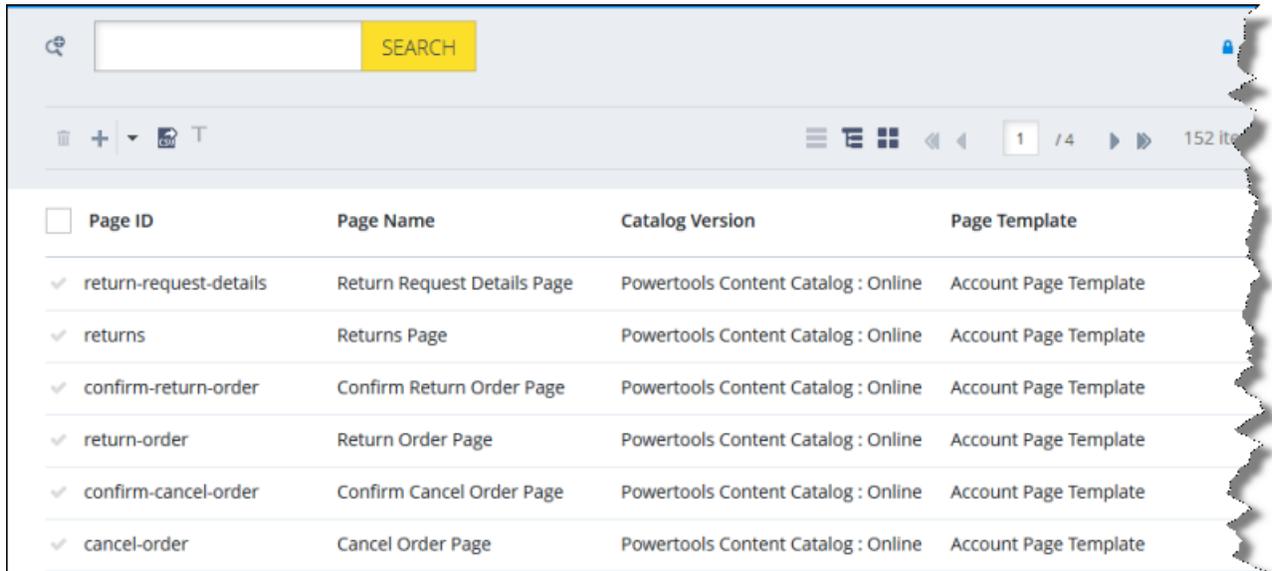
## 5.3 Viewing Translated Website Pages in the Hybris Backoffice

When a job has `Completed` status, the website pages in that job have been translated and returned to the Hybris WCMS Cockpit. You can view the translated website pages in the Hybris Backoffice.

### To view a translated website page:

1. In your Web browser, navigate to `/backoffice/` on your Hybris instance.
2. Log in to the Hybris Backoffice.
3. Ensure that the **Administration** menu is selected.
4. In the navigation tree on the left, navigate to **WCMS > Page**.

The page that opens displays a list of website pages.



<input type="checkbox"/> Page ID	Page Name	Catalog Version	Page Template
<input checked="" type="checkbox"/> return-request-details	Return Request Details Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> returns	Returns Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> confirm-return-order	Confirm Return Order Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> return-order	Return Order Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> confirm-cancel-order	Confirm Cancel Order Page	Powertools Content Catalog : Online	Account Page Template
<input checked="" type="checkbox"/> cancel-order	Cancel Order Page	Powertools Content Catalog : Online	Account Page Template

5. Locate the translated website page. You can view the pages in the List View , Tree View , or the Grid View  mode.

**Tip:** You can use the search and advanced search functionality to display only the website pages to send out for translation.

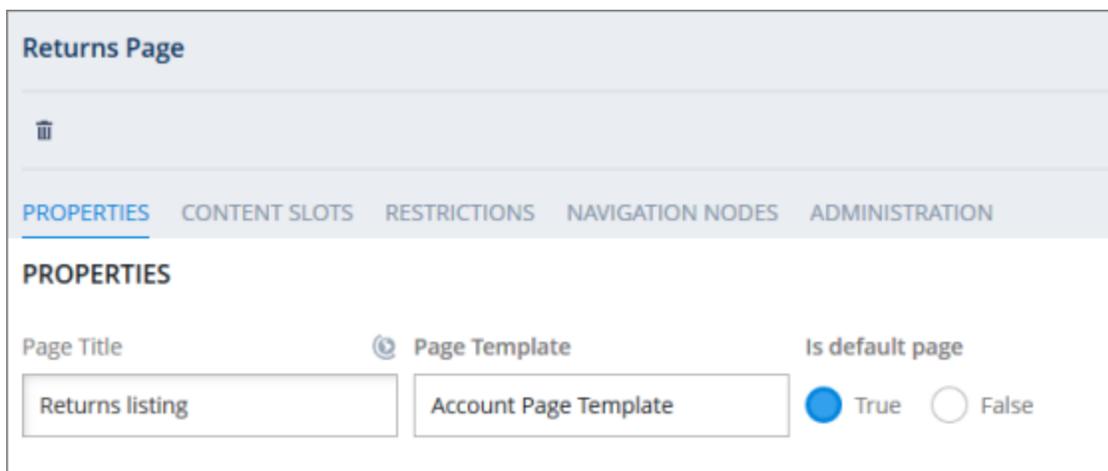
6. Select the translated website page:

- In the List view , click a checkmark  in the left column to select it and the corresponding page.
- In the Tree view , select a check box to select the corresponding page.
- In the Grid view , select a checkmark  in the left column to select it and the corresponding page.

The bottom pane opens, displaying the page details. If necessary, click the expand icon  to display more of the bottom pane.

7. In the **Properties** tab, scroll down to an attribute with a localization button .

Click the localization button  to display a property in each of its languages. For example, click the localization button for the `Page title` property of the `Returns` page.



This section expands to display the translations of this property:

Returns Page	
<a href="#">PROPERTIES</a> <a href="#">CONTENT SLOTS</a> <a href="#">RESTRICTIONS</a> <a href="#">NAVIGATION NODES</a> <a href="#">ADMINISTRATION</a>	
Page Title	<span>🔄</span> Page Template: Account Page Template <span>Is default page: <input checked="" type="radio"/> True <input type="radio"/> False</span>
en	Returns listing
es_CO	Lista de devoluciones
in	Daftar pengembalian
pt	Lista de devoluções

## 5.4 Viewing Translated Products in the Hybris Product Cockpit (Hybris 6.1 to 6.6)

**Note:** This functionality is supported only for Hybris versions 6.1 to 6.6.

When a job has **Completed** status, the products in that job have been translated and returned to the Hybris Product Cockpit. You can view translated products in the Hybris Product Cockpit.

### To view a translated product:

1. In your Web browser, navigate to `/ctcockpit/` on your Hybris instance.
2. Log in to the Hybris Product Cockpit.
3. In the **All Products** tab, in either the Grid view or the List view, click the translated product to select it.
4. In the toolbar, click the **Open in Edit Area** button .
5. In the Edit area, locate an attribute with a **Language** button .

Summary: 850W 2.4J Pneumatic Hammer Drill 

- Click the **Language** button  beside the field.

The area expands to display all language versions of the attribute.



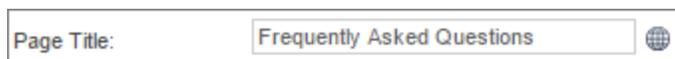
## 5.5 Viewing Translated Website Pages in the Hybris WCMS Cockpit (Hybris 6.1 to 6.6)

**Note:** This functionality is supported only for Hybris versions 6.1 to 6.6.

When a job has **Completed** status, the website pages in that job have been translated and returned to the Hybris WCMS Cockpit. You can view the translated website pages in the Hybris WCMS Cockpit.

### To view a translated website page:

- In your Web browser, navigate to `/ctwcms/` on your Hybris instance.
- Log in to the Hybris WCMS Cockpit.
- In the navigation area, in the **Websites** box, click the catalog version of the website whose translated page you want to view.
- In the **Filter** tab, in either the Grid view or the List view, click the translated website page to select it.
- In the toolbar, click the **Edit** button .
- In the Edit area, locate an attribute with a **Language** button .



- Click the **Language** button  beside the field.

The area expands to display all language versions of the attribute.

Page Title:	
[ja]	FAQ
[en]	Frequently Asked Questions
[de]	Häufig gestellte Fragen
[zh]	常见问题