COMPUTER TRANSLATION STYLE & CONVENTION GUIDE FOR PUNJABI

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PREFACE

Preface is being prepared by ....

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1. INTRODUCTION

The purpose of this Style Guide is to provide guidlines for the localizer/Translators to translate Open Source Softwares in Punjabi (Gurmukhi Script). Whenever we are touching a key on a keyboard for translating anything into Punjabi, we are having great responsibility. The responsibility of conveying the message of any source text into Punjabi is having the responsibility to convey to the millions of users. And so the problem is acute. Combine many languages, many cultures, many dialects, many traditions – the one result you will get is Punjabi. That is why it is not a simple job to define what really Punjabi is? You can find different forms of Punjabi from Pakistan and India. This Guide is for Gurmukhi Script and We are not covering this for Shamukhi script. That is why translating in Punjabi is more challenging job than what generally it is being seen.

Questions can arise that following a style guide can be a hindrance in the development of any language. But the fact is that style guide is not a barrier in the development of language but it helps in the development of a language by making any text more useful and understandable for a group of people. Particularly it is important and almost mandatory for technical translation. For example, when we are translating any manual, software etc. some sort of consistency is needed to make user comfortable with the user interface, its manual etc.

A proper communications is very much necessary particularly in the case of Open Source and Free software communities where continuously new translators are joining in their community team and start working on their language. They should know the method and ways by which translation are being done in the community. So there should be some set of guidelines for the volunteers who are coming in the filed of translation. Apart from tools to translate and translators' know how, three important resources are required: 1. Terminology, 2. Translation Style and conventions Guide, and 3. Quality Assessment Guidelines and related Matrix. But we lack the above mentioned resources in Punjabi. Particularly in open content there is nothing except some Wikipedia pages that can be freely quoted and used by the community. So this is one move towards creating these resources.

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2. WHAT IS PUNJABI(GURMUKHI)?

According to WikiPedia, **Punjabi** (ਪੰਜਾਬੀ in Gurmukhi script and پنجابی in Shahmukhi/Perso-Arabic script) is an Indo-Aryan language spoken by inhabitants of the historical Punjab region (north western India and central Pakistan). Punjabi is unusual among modern Indo-European languages because it is a tonal language. Punjabi is primarily used in the Punjab state of India where it is the sole official script for all official and judicial purpose. The script is also widely used in the Indian states of Haryana, Himachal Pradesh, Jammu and the national capital of Delhi, with Punjabi being one of the official language in these states.

Modern Punjabi consists of several dialects and is rich in their use in Punjab. Majhi (Standard Punjabi) is the written standard for Punjabi in both parts of Punjab.

Gurmukhi (Punjabi: ਗੁਰਮੁਖੀ, IPA: [ɡʊɾmʊkʰi]) is the most common script used for writing the Punjabi language.[1] An abugida derived from the Laṇḍā script and ultimately descended from Brahmi, Gurmukhi was standardized by the second Sikh *guru*, Guru Angad Dev Ji, in the 16th century. The whole of the Sri Guru Granth Sahib Ji's 1430 pages are written in this script. The name *Gurmukhi* is derived from the Old Punjabi term "guramukhī", meaning "from the mouth of the Guru". Gurmukhi has been adapted to write other languages, such as Braj Bhasha, Khariboli (and other Hindustani dialects), Sanskrit and Sindhi.

Modern Gurmukhi has forty-one consonants (*vianjan*), nine vowel symbols (*lāga mātrā*), two symbols for nasal sounds (*bindī* and *ṭippī*), and one symbol which duplicates the sound of any consonant (*addak*). In addition, four conjuncts are used: three subjoined forms of the consonants Rara, Haha and Vava, and one half-form of Yayya. Use of the conjunct forms of Vava and Yayya is increasingly scarce in modern contexts.

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3. WHO SHOULD TRANSLATE?

This is a very basic question. Who should translate? A general assumption is that anybody who knows the two languages, ie the source language and the target language, can translate. It is entirely not true. Translation is an art. It needs a level of experience, a good level of knowledge of the subject matter being translated and art of translating.

Being native is one of the important criteria and it should be also. Just you are native, you know the several inherent complexity of the language easily. But it is noted that nativity is not a static thing. If you live away from your native language speaking area from long time, it is being eroded slowly and in this condition, there is a tendency of forgetting the small know-how of the language as well. So in this case, it is imperative that a translator should enrich him/herself by listening native language news, reading newspaper, magazine and attending conferences related to native language issues etc.

But being native should not be the only criteria. Expertise on subject matter and experience of doing translation are added advantage for a person interested in doing the translation. So if any person who is new to this field, s/he should be aware of what already has happened in the field or community if the project is under any community participation.

Translation is not just a profession. Translation creates a bridge between two distinct culture, two distinct locale. So it needs, apart from just professionalism, a feeling towards your language, a passion to see your language on computer, mobile, web or any hand held device. The scene of ICT is changing very fast and it is our duty to create all computing related interface a great place for Punjabi.

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4. GENERAL TRANSLATIONS GUIDELINES

Before starting translating in Punjabi, there are few things we must know For example, Fonts, Collation, Numerals, Calendar, Acronym, Glossaries, Punctuations, White Spaces, Message Lengths, to name a few.

4.1 FONTS

For Translating any documents or any application in Punjabi language, we need to use Unicode based Devanagari fonts. Eg. Lohit, Saab etc. The font should contain a glyph for each allocated code point prescribed by Unicode. The font should contain the following: (1) vowels; (2) consonants; (3) glyphs for conjuncts; (4) variants for vowel signs (matras), (5) consonant modifier (Nukta); (6) digits and (7) punctuation marks.

4.2. COLLATIONS

Collation order is not the same as Unicode point order. There are lot of convention also for collation. So we will follow the collation table prescribed by Unicode. For collation chart, please check here:

http://unicode.org/charts/collation/chart_Gurmukhi.html

4.3. PLURAL FORMS

There are a lot of languages which have more than one plural form. Sometimes it comes as embedded with strings and sometimes properly defined plural forms. By properly defining plural forms header, you will get the correct no of fields. For Punjabi:

Language Name	Code	Category	Examples	Rules
Punjabi	Pa	One	0, 1	one → n in 0..1; other → everything else
		Other	2-999; 1.31, 2.31...	

4.4. GENDER

In Punjabi there are two genders, masculine and feminine. Nouns endings in -aa (ਆ) are usually assigned masculine gender whereas the nouns ending in -ii (ਈ) are feminine.

Source	Target (Wrong)	Target (Correct)	Context Application
%s is typing	%s ਲਿਖ ਰਿਹਾ ਹੈ	%s ਲਿਖ ਰਿਹਾ/ਰਹੀ ਹੈ	Pidgin

4.5. WHITE SPACES

In computer science, white space is any single character or series of characters that represents horizontal or vertical space in typography. When rendered, a white space character does not correspond to a visual mark, but typically does occupy an area on a page. There may be different pattern of any language related to white space. We should properly care and follow the source text and target language rules for placing any extra white space.

Source	Target (Wrong)	Target (Correct)	Context Application
%s is not a valid location.	% s ਇੱਕ ਯੋਗ ਟਿਕਾਣਾ ਨਹੀਂ ਹੈ।	%s ਇੱਕ ਯੋਗ ਟਿਕਾਣਾ ਨਹੀਂ ਹੈ।	Gedit
Stop loading the document	ਦਸਤਾਵੇਜ਼ ਲੋਡ ਕਰਨਾ ਰੋਕੋ	ਦਸਤਾਵੇਜ਼ ਲੋਡ ਕਰਨਾ ਰੋਕੋ	KDE
Get User Info	ਯੂਜ਼ਰ ਸੂਚਨਾ ਲਵੋ	ਯੂਜ਼ਰ ਸੂਚਨਾ ਲਵੋ	pidgin

4.6. ACCELERATORS

Different applications uses different accelerator markers such as KDE and Mozilla uses ampersand, GNOME used underscore and OpenOffice uses tilde. Usually in Asian languages where a keyboard is western (en_US), generally original English accelerator is being used. So for translating in Punjabi as well, original English accelerators are being be used. So we should follow this conventions. We generally put the accelerators at the end of translated strings in the parentheses with the respective accelerator marker.

Source	Target (Wrong)	Target (Correct)	Context Application
~Rename	ਨਾਂ ਬਦਲੋ (~ਰ)	ਨਾਂ ਬਦਲੋ (~R)	OpenOffice
Logout _without Saving	ਬਿਨਾਂ ਸੰਭਾਲੇ _ਲਾਗਆਉਟ ਕਰੋ	ਬਿਨਾਂ ਸੰਭਾਲੇ ਲਾਗਆਉਟ ਕਰੋ (_w)	Gedit
&Reload Tab	ਟੈਬ ਫਿਰ ਤੋਂ ਲੋਡ ਕਰੋ (&T)	ਟੈਬ ਫਿਰ ਤੋਂ ਲੋਡ ਕਰੋ (&R)	KDE

4.7. PROGRAM SYNTAX, FUNCTIONS, TAGS, PLACEHOLDERS

Never translate program syntax or functions or tags, place holders. Sometimes some translators translate these as well. We should not translate any of these. This creates major error in translation.

Source	Target (Wrong)	Target (Correct)	Context Application
Changes made to the document in the last %ld second will be permanently lost.	ਦਸਤਾਵੇਜ਼ ਵਿੱਚ ਆਖਰੀ %ਐਲਡੀ ਸਕਿੰਟਾਂ ਵਿੱਚ ਕੀਤੀ ਗਈ ਤਬਦੀਲੀ ਹਮੇਸ਼ਾਂ ਲਈ ਮਿਟ ਜਾਏਗੀ।	ਦਸਤਾਵੇਜ਼ ਵਿੱਚ ਆਖਰੀ %ld ਸਕਿੰਟਾਂ ਵਿੱਚ ਕੀਤੀ ਗਈ ਤਬਦੀਲੀ ਹਮੇਸ਼ਾਂ ਲਈ ਮਿਟ ਜਾਏਗੀ।	Gedit
<html>Clear Location bar Clears the contents of the location bar.</html>	<ਐਚਟੀਐਮਐਲ>ਟਿਕਾਣਾ ਪੱਟੀ ਹਟਾਓ ਟਿਕਾਣਾ ਪੱਟੀ ਦੀ ਸਮੱਗਰੀ ਹਟਾਉਂਦਾ ਹੈ। </ਐਚਟੀਐਮਐਲ>	<html>ਟਿਕਾਣਾ ਪੱਟੀ ਹਟਾਓ ਟਿਕਾਣਾ ਪੱਟੀ ਦੀ ਸਮੱਗਰੀ ਹਟਾਉਂਦਾ ਹੈ। </html>	KDE
\\<variable id=\\\"wie\\\"\\>To access this function…\\</variable \\>	\\<ਵੇਰੀਏਬਲ id=\\\"wie\ \\"\\>ਇਸ ਕਾਰਜ ਨੂੰ ਵਰਤਣ ਲਈ…\\</ਵੇਰੀਏਬਲ\\>	\\<variable id=\\\"wie\\\"\\>ਇਸ ਕਾਰਜ ਨੂੰ ਵਰਤਣ ਲਈ …\\</variable\\>	OpenOffice Help

4.8. MESSAGE LENGTH

The message length is an important aspect of any translation particularly in technical translation areas. The message length should not exceed more than 20 percentage of the number of words present in the source text . Though it takes time to make translation concise, but there is big need to concentrate on this aspect.

Source	Target (Wrong)	Target (Correct)	Context Application
Can't Restore	ਪਹਿਲੀ ਸਥਿਤੀ ਵਿੱਚ ਨਹੀਂ ਲਿਆ ਸਕਦਾ	ਰੀਸਟੋਰ ਅਸੰਭਵ	openoffice
AutoCorrect	ਸਵੈਚਾਲਤ ਢੰਗ ਨਾਲ ਠੀਕ ਕਰੋ	ਸਵੈ-ਸੁਧਾਰ	openoffice
Save As	ਇਸ ਤਰਾਂ ਸੰਭਾਲੋ	ਇੰਜ ਸੰਭਾਲੋ	gedit openoffice

4.9. NUMERALS

We will use International form of Indian Numerals in translation instead of Devanagari numerals. However, the employment of Devanagari numerals is same as Indian numerals. So we will use 0, 1, 2, 3, 4, 5, 6, 7, 8, and 9 instead of ੦, ੧, ੨, ੩, ੪, ੫, ੬, ੭, ੮ and ੯.

4.10. CALENDAR

The Indian national calendar (sometimes called Saka, Nanakshahi calendar) is the official civil calendar in use in India. It is used, alongside the Gregorian calendar, by The Gazette of India, news broadcasts by All India Radio, and calendars and communications issued by the Government of India.

4.11. HONORIFIC USAGES

It is encouraged to use honorific pronoun in Punjabi. So, it is better to use words like ਤੁਸੀਂ, ਤੁਹਾਨੂੰ instead of ਤੂੰ, ਤੈਨੂੰ respectively. Along with this, we should not translate like ਲੱਭੋ, ਖੋਜੋ, ਕਰੋ etc. Saying anything like this are being seen as rude in Punjabi.

Source	Target (Wrong)	Target (Correct)	Context Application
You do not have the required permissions to use this drive	ਤੈਨੂੰ ਇਹ ਡਰਾਈਵ ਵਰਤਣ ਲਈ ਲੋੜੀਂਦੇ ਅਧਿਕਾਰ ਨਹੀਂ ਹਨ	ਤੁਹਾਨੂੰ ਇਹ ਡਰਾਈਵ ਵਰਤਣ ਲਈ ਲੋੜੀਂਦੇ ਅਧਿਕਾਰ ਨਹੀਂ ਹਨ	brasero

%s is calling you, do you want to answer?	%s ਤੈਨੂੰ ਬੁਲਾ ਰਿਹਾ ਹੈ, ਕੀ ਤੂੰ ਜਵਾਬ ਦੇਣਾ ਚਾਹੁੰਦਾ ਹੈ?	%s ਤੁਹਾਨੂੰ ਬੁਲਾ ਰਿਹਾ ਹੈ, ਕੀ ਤੁਸੀਂ ਜਵਾਬ ਦੇਣਾ ਚਾਹੁੰਦੇ ਹੋ?	empathy
Any associated conversations and chat rooms will NOT be removed if you decide to proceed.\n \n Should you decide to add the account back at a later time, they will still be available.	ਕੋਈ ਸੰਬੰਧਿਤ ਵਾਰਤਾਲਾਪ ਅਤੇ ਗੱਲਬਾਤ ਕਮਰਾ ਹਟਾਇਆ ਨਹੀਂ ਜਾਵੇਗਾ ਜੇ ਤੂੰ ਅੱਗੇ ਵਧਣ ਲਈ ਚੁਣਿਆ ਹੈ।\n \n ਕੂ ਤੂੰ ਬਾਅਦ ਵਿੱਚ ਖਾਤਾ ਜੋੜਨ ਲਈ ਨਿਰਧਾਰਤ ਕੀਤਾ ਹੈ, ਉਹ ਲੋਕ ਹਾਲੇ ਵੀ ਉਪਲੱਬਧ ਰਹਿਣਗੇ।	ਕੋਈ ਸੰਬੰਧਿਤ ਵਾਰਤਾਲਾਪ ਅਤੇ ਗੱਲਬਾਤ ਕਮਰਾ ਹਟਾਇਆ ਨਹੀਂ ਜਾਵੇਗਾ ਜੇ ਤੁਸੀਂ ਅੱਗੇ ਵਧਣ ਲਈ ਚੁਣਿਆ ਹੈ।\n \n ਕੀ ਤੁਹਾਨੂੰ ਬਾਅਦ ਵਿੱਚ ਖਾਤਾ ਜੋੜਨ ਲਈ ਨਿਰਧਾਰਤ ਕੀਤਾ ਹੈ, ਉਹ ਲੋਕ ਹਾਲੇ ਵੀ ਉਪਲੱਬਧ ਰਹਿਣਗੇ।	empathy
The 'AutoText' directories are read–only. Do you want to call the path settings dialog?	'ਸਵੈ–ਪਾਠ' ਡਾਇਰੈਕਟਰੀਆਂ ਸਿਰਫ–ਪੜ੍ਹਨ ਲਈ ਹਨ। ਕੀ ਤੂੰ ਮਾਰਗ ਸਥਾਪਨ ਵਾਰਤਾਲਾਪ ਵਰਤਣਾ ਚਾਹੁੰਦਾ ਹੈ?	'ਸਵੈ–ਪਾਠ' ਡਾਇਰੈਕਟਰੀਆਂ ਸਿਰਫ–ਪੜ੍ਹਨ ਲਈ ਹਨ। ਕੀ ਤੁਸੀਂ ਮਾਰਗ ਸਥਾਪਨ ਵਾਰਤਾਲਾਪ ਵਰਤਣਾ ਚਾਹੁੰਦਾ ਹੈ?	
Find Again	ਫਿਰ ਲੱਭ	ਫਿਰ ਲੱਭੋ	firefox

4.12. ACRONYMS

Acronyms and initialisms are abbreviations that are formed using the initial components in a phrase or name. These components may be individual letters. The term acronym is the name for a word created from the first letters of each word in a series of words. Acronyms and initialisms are used most often to abbreviate names of organizations and long or frequently referenced terms, or any products. In the case of acronyms as a file name don't translate standard acronyms like Jpeg, HTML, xml to name a few. But in general if it is coming we should translate.

Source	Target (Wrong)	Target (Correct)	Context Application
_Wants to receive HTML mail	ਐਚਟੀਐਮਐਲ ਮੇਲ ਪ੍ਰਾਪਤ ਕਰਨਾ ਚਾਹੁੰਦਾ ਹੈ (_W)	HTML ਮੇਲ ਪ੍ਰਾਪਤ ਕਰਨਾ ਚਾਹੁੰਦਾ ਹੈ (_W)	evolution
Transformed JPEG2000 has zero width or height	ਤਬਦੀਲ ਜੇਪੀਈਜੀ2000 ਦੀ ਚੌੜਾਈ ਜਾਂ ਉਚਾਈ ਸਿਫਰ ਹੈ	ਤਬਦੀਲ JPEG2000 ਦੀ ਚੌੜਾਈ ਜਾਂ ਉਚਾਈ ਸਿਫਰ ਹੈ	gtk+

This key should contain a list of XML structures specifying custom headers, and whether they are to be displayed. The format of the XML structure is < header enabled> – set enabled if the header is to be displayed in the mail view.	ਇਸ ਕੁੰਜੀ ਵਿੱਚ ਐਕਸਐਮਐਲ ਢਾਂਚੇ ਦੀ ਸੂਚੀ ਸ਼ਾਮਿਲ ਹੋਣੀ ਚਾਹੀਦੀ ਹੈ ਜੋ ਮਨਪਸੰਦ ਹੈਡਰ ਨਿਰਧਾਰਤ ਕਰਦੀ ਹੈ, ਅਤੇ ਭਾਵੇਂ ਉਹ ਵੇਖਾਉਣੇ ਹੋਣ। ਐਕਸਐਮਐਲ ਢਾਂਚੇ ਦਾ ਫਾਰਮੈਟ <ਹੈਡਰ ਯੋਗ> ਹੈ – ਯੋਗ ਕਰੋ, ਜੋ ਹੈਡਰ ਮੇਲ ਦਰਿਸ਼ ਵਿੱਚ ਵੇਖਾਇਆ ਜਾਂਦਾ ਹੈ।	ਇਸ ਕੁੰਜੀ ਵਿੱਚ XML ਢਾਂਚੇ ਦੀ ਸੂਚੀ ਸ਼ਾਮਿਲ ਹੋਣੀ ਚਾਹੀਦੀ ਹੈ ਜੋ ਮਨਪਸੰਦ ਹੈਡਰ ਨਿਰਧਾਰਤ ਕਰਦੀ ਹੈ, ਅਤੇ ਭਾਵੇਂ ਉਹ ਵੇਖਾਉਣੇ ਹੋਣ। XML ਢਾਂਚੇ ਦਾ ਫਾਰਮੈਟ <ਹੈਡਰ ਯੋਗ> ਹੈ – ਯੋਗ ਕਰੋ, ਜੋ ਹੈਡਰ ਮੇਲ ਦਰਿਸ਼ ਵਿੱਚ ਵੇਖਾਇਆ ਜਾਂਦਾ ਹੈ।	evolution

4.13. PRODUCT/BRAND/COMPANY NAME

For Product/Brand/Company Name, it is general rule accepted by agencies to keep as it is like English. But since more than 90 percent of people is not aware of Roman letters and its pronunciation, so better transliterate it in Punjabi and put it as a Brand name in English at its first instance.

Source	Target (Wrong)	Target (Correct)	Context Application
About Mozilla Firefox	Mozilla Firefox ਬਾਰੇ	ਮੋਜ਼ੀਲਾ ਫਾਇਰਫਾਕਸ ਬਾਰੇ	Firefox
Rhythmbox Music Player	Rhythmbox ਸੰਗੀਤ ਪਲੇਅਰ	ਰੀਥਮਬਾਕਸ ਸੰਗੀਤ ਪਲੇਅਰ	Gnome Menu
This is the font used to display text in Konqueror windows.	ਇਹ ਫੌਂਟ Konqueror ਵਿੰਡੋ ਵਿੱਚ ਪਾਠ ਵੇਖਾਉਣ ਲਈ ਵਰਤਿਆ ਜਾਂਦਾ ਹੈ।	ਇਹ ਫੋਂਡ ਕੋਨਕਿਓਰਰ ਵਿੰਡੋ ਵਿੱਚ ਪਾਠ ਵੇਖਾਉਣ ਲਈ ਵਰਤਿਆ ਜਾਂਦਾ ਹੈ।	KDE

4.14. KEYS NAME

Keys name should not be translated. eg. Backspace, Delete, Enter should not be translated since we still use the same keyboard as English. Though some keyboard came in Punjabi but it is not still popular.

Source	Target (Wrong)	Target (Correct)	Context Application
Both Ctrl keys together change layout.	ਦੋਨੋ ਕੰਟਰੋਲ ਬਟਨ ਇਕੱਠੇ ਲੇਆਉਟ ਬਦਲਦੇ ਹਨ	ਦੋਨੋ Ctrl ਬਟਨ ਇਕੱਠੇ ਲੇਆਉਟ ਬਦਲਦੇ ਹਨ।	gnome-applet
Ctrl	ਕੰਟਰੋਲ	Ctrl	gok
Type a new accelerator, or press Backspace to clear	ਇੱਕ ਨਵਾਂ ਐਕਸਲੇਟਰ ਦਿਓ ਜਾਂ ਹਟਾਉਣ ਲਈ ਬੈਕਸਪੇਸ ਬੈਕਸਪੇਸ ਦਬਾਓ	ਇੱਕ ਨਵਾਂ ਐਕਸਲੇਟਰ ਦਿਓ ਜਾਂ ਹਟਾਉਣ ਲਈ Backspace ਦਬਾਓ	gedit
Check to make sure your password is spelled correctly and that you are using a supported login method. Remember that many passwords are case sensitive; your caps lock might be on.	ਜਾਂਚ ਕਰੋ ਤੁਹਾਡਾ ਪਾਸਵਰਡ ਠੀਕ ਤਰਾਂ ਲਿਖਿਆ ਗਿਆ ਹੈ ਅਤੇ ਤੁਸੀਂ ਲਾਗਆਨ ਲਈ ਸਹਾਇਕ ਢੰਗ ਚੁਣਿਆ ਹੈ, ਯਾਦ ਰੱਖੋ ਕਿ ਅਕਸਰ ਪਾਸਵਰਡ ਅੱਖਰ ਅਕਾਰ ਤੇ ਅਧਾਰਿਤ ਹੁੰਦੇ ਹਨ; ਤੁਹਾਡਾ ਕੈਪਸ ਲਾਕ ਚਾਲੂ ਹੋ ਸਕਦਾ ਹੈ।	ਜਾਂਚ ਕਰੋ ਤੁਹਾਡਾ ਪਾਸਵਰਡ ਠੀਕ ਤਰਾਂ ਲਿਖਿਆ ਗਿਆ ਹੈ ਅਤੇ ਤੁਸੀਂ ਲਾਗਆਨ ਲਈ ਸਹਾਇਕ ਢੰਗ ਚੁਣਿਆ ਹੈ, ਯਾਦ ਰੱਖੋ ਕਿ ਅਕਸਰ ਪਾਸਵਰਡ ਅੱਖਰ ਅਕਾਰ ਤੇ ਅਧਾਰਿਤ ਹੁੰਦੇ ਹਨ; ਤੁਹਾਡਾ caps lock ਚਾਲੂ ਹੋ ਸਕਦਾ ਹੈ।	Evolution

4.15. ABBREVIATIONS

Abbreviations in Punjabi are formed by the use of a dot (.) or colon (:) after the first syllable of the word that needs to be abbreviated. For example, ਈਸਵੀ ਪੂਰਵ is being written as ਈ. ਪੂ. or ਈ: ਪੂ: and Dr. Ram Sharan Sharma will be written as ਡਾ. ਰਾਮ ਸ਼ਰਮਾ or ਡਾ: ਰਾਮ ਸ਼ਰਮਾ.

4.16. LEGAL STATEMENTS

Generally every software has some sort of legal statements associated with the software. Translating legal statements is general difficult as well as critical. So we should avoid to translate legal statements.

4.17. CURRENCY

In India, now using Indian Rupee (INR) ie ₹ as a currency of India. So if the audience of the translation is from India, so we should translate the amount of money for the ease in understanding because it is not easier for a native user to understand the difference between 100 INR and 100 USD or any other currencies.

4.18. DATES AND TIMES

It should be noted that Dates and Times should be properly translated. If not it can create confusion much. For 28 August 2010, international dating system represents 2010-08-28 but the American Usage is 8.28.10. But in Punjabi we write it like 28 ਅਗਸਤ 2010 and it is represented as 28.8.10. So we should follow this convention of writing. For translating time, using colon will be preferred then just putting period. For example, 10:30 ਵਜੇ.

Type	Source	Target (Wrong)	Target (Correct)
Dates	28 August 2010	ਅਗਸਤ 28, 2010	28 ਅਗਸਤ 2010
Decades	The 2010s	2010s	2010 ਦੇ
Chronology	AD 2010 / 563 BC	2010 ਈਸਵੀ / ਈਸਵੀ ਪੂਰਵ 563	ਈਸਵੀ 2010 / 563 ਈਸਵੀ ਪੂਰਵ
Spans	1991–95, 1991–2001	1991–1995, 1991–01	1991–95, 1991–2001
Spans	between 2001 and 2005	2001–05 ਦੇ ਵਿੱਚ	2001 ਅਤੇ 2005 ਦੇ ਵਿੱਚ

5

5. PUNJABI TERMINOLOGY

Terminology is one of the major area where everybody put their attention in translating any text. There are currently two glossaries for Punjabi.

5.1. FUEL PUNJABI

We will use [FUEL](#) as our primary glossary. You can find FUEL Punjabi from here in pdf format: [FUEL Punjabi.](#) For Other format of file please visit [FUEL Punjabi page](#) on FUEL website.

FUEL is a community project working on the problems like inconsistencies and standardisation. The FUEL Punjabi terminology is released after a community meet in which the Punjabi community discussed on all the terms and later it is released as primary glossary. Please translate using this terminology with consistency.

5.2. GNOME GLOSSARY

Gnome is one of the oldest project started in open source field in Punjabi. There is a glossary for Gnome as well: [GNOME Punjabi Glossary](#)

In conflicting situation, we will give preference to FUEL Punjabi glossary.

Source	Target (Wrong)	Target (Correct)	Context Application
Restore Iconˈ s Original Size	ਆਈਕਾਨ ਦਾ ਅਸਲੀ ਅਕਾਰ ਰੀਸਟੋਰ ਕਰੋ	ਆਈਕਾਨ ਦਾ ਅਸਲੀ ਅਕਾਰ ਮੁੜ–ਲਿਆਓ	Nautilus
Post a Reply	ਜਵਾਬ ਭੇਜੋ	ਜਵਾਬ ਦਿਓ	Evolution
Manage Bookmarks	ਬੁੱਕਮਾਰਕ ਸਥਾਪਨ ਕਰੋ	ਬੁੱਕਮਾਰਕ ਪਰਬੰਧਨ	Firefox
Expand Slide	ਸਲਾਈਡ ਵੱਡੀ ਕਰੋ	ਸਲਾਈਡ ਫੈਲਾਓ	Opeoffice

Mute Sounds	ਅਵਾਜ਼ ਬੰਦ ਕਰੋ	ਚੁੱਪ ਕਰੋ	pidgin

6

6. PUNCTUATIONS & TEXT CONVENTIONS

The proper use of text convention and punctuations are very vital in any language. According to Wikipedia, Punctuation marks are symbols that indicate the structure and organisation of written language, as well as intonation and pauses to be observed when reading aloud. In written English, punctuation is vital to disambiguate the meaning of sentences. For example, "woman, without her man, is nothing" and "woman: without her, man is nothing" have greatly different meanings, as do "eats shoots and leaves" and "eats, shoots and leaves". "King Charles walked and talked half an hour after his head was cut off" is alarming; "King Charles walked and talked; half an hour after, his head was cut off", less so. (For English usage, see the articles on specific punctuation marks.) The rules of punctuation vary with language, location, register and time and are constantly evolving. Certain aspects of punctuation are stylistic and are thus the author's (or editor's) choice. Tachygraphic language forms, such as those used in online chat and text messages, may have wildly different rules. In this section, wikipedia references are mainly used to elaborate and define punctuations. Here goes the major text convention and punctuations rules for Punjabi.

Text Conventions/Punctuations	Usage in English	Usages in Punjabi
Bold	Bold face text makes text darker than the surrounding text. With this technique, the emphasized text strongly stands out from the rest; it should therefore be used to highlight certain keywords that are important to the subject of the text, for easy visual scanning of text.	It is same as English. So please keep the Bold text as Bold in Punjabi as well.
Italics	Text is written in a script style, or the use of oblique, where the vertical orientation of all letters is slanted to the left or right. With one or the other of these techniques (usually only one is available for any typeface), words	It is same as English. So please keep the Italicized text as Italics.

	can be highlighted without making them stand out much from the rest of the text (inconspicuous stressing). Traditionally, this is used for marking passages that have a different context, such as words from foreign languages, book titles, and the like.	
Capitalization	Capitalization is writing a word with its first letter as a majuscule (upper-case letter) and the remaining letters in minuscules (lower-case letters), in those writing systems which have a case distinction. The term is also used for the choice of case in text.	There is no upper case letters in Punjabi. So in case we need to emphasize, can be done by increasing the font size. But it should be avoided as well. But making bold or italics is not a good way.
Ellipsis	Ellipsis (plural ellipses; from the Greek: ἔλλειψις, élleipsis, "omission") is a mark or series of marks that usually indicate an intentional omission of a word in the original text. An ellipsis can also be used to indicate a pause in speech, an unfinished thought, or, at the end of a sentence, a trailing off into silence (aposiopesis) (apostrophe and ellipsis mixed). When placed at the end of a sentence, the ellipsis can also inspire a feeling of melancholy longing. The ellipsis calls for a slight pause in speech. The most common form of an ellipsis is a row of three periods or full stops (...) or pre-composed triple-dot glyph (…). The usage of the em dash (—) can overlap the usage of the ellipsis. The triple-dot punctuation mark is also called a suspension point, points of ellipsis, periods of ellipsis, or colloquially, dot-dot-dot. Ellipses is written as one unit.	It must be position specific. For example: Save As... must be translated as ...ਵਾਂਗ ਸੰਭਾਲੋ
Double Quote	Quotation marks or inverted commas (informally referred to as quotes[1] and speech marks) are punctuation marks used in pairs to set off speech, a quotation, a phrase, or a word. They come as a pair of opening and closing marks in either of two styles: single ('…') or double ("…"). Single or double quotation	Though it is the choice of the author or translator, but it would be better if it should be translated as English. Whether Single or Double quotation marks, the first of the pair is generally inverted. It is similar to other European languages other

	marks denote either speech or a quotation. Neither style—single or double—is an absolute rule, though double quotation marks are preferred in the United States, and both single and double quotation marks are used in the United Kingdom. A publisher's or author's style may take precedence over national general preferences. The important rule is that the style of opening and closing quotation marks must be matched.	than English.
Single Quote	Quotation marks or inverted commas (informally referred to as quotes[1] and speech marks) are punctuation marks used in pairs to set off speech, a quotation, a phrase, or a word. They come as a pair of opening and closing marks in either of two styles: single ('…') or double ("…").Single or double quotation marks denote either speech or a quotation. Neither style—single or double—is an absolute rule, though double quotation marks are preferred in the United States, and both single and double quotation marks are used in the United Kingdom. A publisher's or author's style may take precedence over national general preferences. The important rule is that the style of opening and closing quotation marks must be matched.	Though it is the choice of the author or translator, but it would be better if it should be translated as English. Whether Single or Double quotation marks, the first of the pair is generally inverted. It is similar to other European languages other than English.
Square Brackets	Square brackets – also called simply brackets (US) – are mainly used to enclose explanatory or missing material usually added by someone other than the original author, especially in quoted text.	Same as English
Curly Brackets	Curly brackets – also called braces (US) or flower brackets (India) – are sometimes used in prose to indicate a series of equal choices.	Same as English
Round Brackets	Parentheses (singular, parenthesis) – also called simply brackets (UK), or round brackets, curved brackets, oval brackets, or, colloquially, parens – contain material that could be omitted without destroying or altering the meaning of a sentence. Parenthetical phrases have been	Same as English

	used extensively in informal writing and stream of consciousness literature. Parentheses may be used in formal writing to add supplementary information.	
Inequality Signs	The mathematical or logical symbols for greater-than (>) and less-than (<) are inequality operators, and are not punctuation marks when so used.	Same as English
Angle Brackets	Angle brackets or chevrons are often used to enclose highlighted material. Some dictionaries use chevrons to enclose short excerpts illustrating the usage of words. In Chinese punctuation, angle brackets are used as quotation marks. Half brackets are used in English to mark added text.	In general, not used in Punjabi.
Full Stop/Period	A full stop (British English) or period (American English) is the punctuation mark commonly placed at the end of sentences. There should be no space between last letter and the period. If a title having exclamation mark is coming at the end of one sentence, we should not put full stop.	In Punjabi, using 'l' called 'Khadi Pai/Danda' [l]. In Software translation, particularly in open source Danda is being used. Whatever you use, you should be consistent throughout the application. According to Unicode: In Punjabi typography, there should be a visible amount of space before a Danda.
Comma (,)	Commas are often used to separate clauses. In English, a comma is generally used to separate a dependent clause from the independent clause if the dependent clause comes first: After I brushed the cat, I lint-rollered my clothes. Two independent clauses joined by a coordinating conjunction (for, and, nor, but, or, yet, so) or having a complementary relationship[4] may or may not be separated by commas, depending on preferred style, or sometimes a desire to overcome ambiguity.	Generally same as English.
Colon	A colon [:] is used before a list or any explanation that is coming next.	Since there is a character Visarga (◌:) in Punjabi similar to colon, so to avoid the problem we should use long dash instead of the colon. If we need want to use colon, we should put one space before the colon.
Semi colon	Semicolons are followed by a lower	Same as English

	case letter, unless that letter is the first letter of a proper noun. They have no spaces before them, but one space after (possibly two when using monospaced fonts). The semicolon (;) is a punctuation mark with several uses. The Italian printer Aldus Manutius the Elder established the practice of using the semicolon mark to separate words of opposed meaning, and to indicate interdependent statements.[1] The earliest, general use of the semicolon in English was in 1591; Ben Jonson was the first notable English writer to use them systematically. The modern uses of the semicolon relate either to the listing of items, or to the linking of related clauses.	
Question Mark	A question mark [?] is used at the end of any direct question. But in indirect question, it is not used. In general, we should avoid using question mark with other punctuation mark (eg. [!?]).	Same as English.
Exclamation Mark	An exclamation mark, exclamation point, shout pole, or bang (!) is a punctuation mark usually used after an interjection or exclamation to indicate strong feelings or high volume, and often marks the end of a sentence. There should be no space between last letter and the exclamation mark. If a title having exclamation mark is coming at the end of one sentence, we should not put full stop. Example: "Watch out!" The character is encoded in Unicode at U+0021.	Same as English. In general, Punjabi error messages end with exclamation mark.
Slash	A slash is generally being used to show choice between words it separates. The slash is also used to indicate a line break when quoting multiple lines from a poem, play, or headline.	Same in Punjabi.
Apostrophe	An apostrophe is used in English to indicate possession. The practice ultimately derives from the Old English genitive case: the "of" case, itself used as a possessive in many	No apostrophe is used in Punjabi.

	languages. The genitive form of many nouns ended with the inflection -es, which evolved into a simple -s for the possessive ending. An apostrophe was later added to replace the omitted e, not his as is and was widely believed.	

7

7. Units and Measurements

The Republic of India adopted the metric system on April 1, 1957. So basic measurement units for weight is gram/kilogram, length is meter/kilometer, liquid volume is milliliter/liter. It is the correct and accepted way for Punjabi as well. However, other units are still prevalent but particularly for technical translation, we need to follow the metric system. Except for measuring body temperature, generally temperature in India is measured in Celsius. So for Punjabi translation, it should be changed in Celsius if in source language, it is in different units.

7.1. Volume, Weight, Length

English	Punjabi	Punjabi (Abbreviated)
Meter	ਮੀਟਰ	m
Kilometer	ਕਿਲੋਮੀਟਰ	KM
Gram	ਗ੍ਰਾਮ	g
Kilogram	ਕਿਲੋਗ੍ਰਾਮ	KG/K
Liter	ਲੀਟਰ	L
Milliliter	ਮਿਲੀਲੀਟਰ	ml
Centimeter	ਸੈਂਟੀਮੀਟਰ	cm
Millimeter	ਮਿਲੀਮੀਟਰ	mm

7.2. POWER, TEMPERATURE, ELECTRICITY

English	Punjabi	Punjabi (Abbreviated)
Watt	ਵਾਟ	W
Volt	ਵੋਲਟ	V
Joule	ਜੂਲ	J
Hertz	ਹਰਟਜ਼	Hz
Kilohertz	ਕਿਲੋਹਰਟਜ਼	Khz
Celsius	ਸੈਲੀਸੀਅਸ	°C
Fahrenheit	ਫਾਰਨਹੀਟ	°F

7.3. TIME UNITS

English	Punjabi	Punjabi (Abbreviated)
Hour	ਘੰਟਾ	hr
Minute	ਮਿੰਟ	min
Second	ਸਕਿੰਟ	sec

7.4. INFORMATION UNITS

English	Punjabi	Punjabi (Abbreviated)
Kilobyte	ਕਿਲੋਬਾਈਟ	KB
Megabyte	ਮੇਗਾਬਾਈਟ	MB
bit	ਬਿੱਟ	ਬਿੱਟ

8

8. GENERAL SPELLING GUIDELINES

Due to large volume of population and extreme geographical and cultural diversity, there are lot of problems related to the consistency of the spelling in Punjabi. Here are the few points that we should consider during translating any text in Punjabi   .

8.2. USE OF NUKTA

Nukta [0A51, ◌ Gurmukhi Sign Nukta] is a generic term for the diacritic mark in several Brahmic scripts, like Devanagari that is used to represent sounds from other languages by being applied to an existing character. The word nukta, originates from the Arabic word.

We should encourage the use of Nukta where use in innate form is desired. There are lot of words which lose its essence without a nukta. Sometimes not using it gives us different meaning as well. But we need to take precaution in using nukta. We should always write like ਸ਼ਾਮ not as ਸਾਮ without nukta.

In Gurmukhi there are six characters used with nukta (ਸ਼, ਖ਼, ਗ਼, ਜ਼, ਫ਼, ਲ਼). They should be typed with one key press not as combination of character and nukta (Two key press).

Source	Target (Wrong)	Target (Correct)	Context Application
Apply Filters	ਫ਼ਿਲਟਰ ਲਾਗੂ ਕਰੋ	ਫ਼ਿਲਟਰ ਲਾਗੂ ਕਰੋ	evolution
File	ਫਾਇਲ	ਫ਼ਾਈਲ	evolution firefox gedit gnometerminal nautilus openoffice
Tools	ਔਜਾਰ	ਔਜ਼ਾਰ	firefox gedit openoffice pidgin

| Next Document | ਅਗਲਾ ਦਸਤਾਵੇਜ਼ | ਅਗਲਾ ਦਸਤਾਵੇਜ਼ | gedit |

8.3. CASE SIGNS

In Punjabi, Case Signs are always written as separate words. For example, ਕਰੂਨਾਕਰ ਨੇ, ਮੁੰਡੇ ਨੂੰ etc. There is one exception to it. When between pronoun and case sign, particles comes, then it will be written separately. When ਵੀ comes in between ਤੁਹਾਡੇ and ਤਾਂ, then we will write it like this: ਤੁਹਾਡੇ ਹੀ ਤਾਂ ਲਈ।

8.4. TRANSLITERATION OF FOREIGN WORDS

The transliteration of foreign words should be done consistently. According to the recommendation by *Commission for Scientific and Technical Terminology,* "The transliteration of English terms should not be made so complex as to necessitate the introduction of new signs and symbols in the present Devanagari characters. The Devanagari rendering of English terms should aim at maximum approximation to the standard English pronunciation with such modifications as are prevalent in the educated circle in India." We should try to follow these recommendation for words adopted from other languages.

Source	Target (Wrong)	Target (Correct)	Context Application
Menu Layout	ਮੀਨੂ ਲੇਆਉਟ	ਮੇਨੂ ਖਾਕਾ	menu
Screen Resolution	ਸਕਰੀਨ ਰੈਜ਼ੋਲੂਸ਼ਨ	ਸਕਰੀਨ ਰੈਜ਼ੋਲੂਸ਼ਨ	menu
Work Offline	ਔਫਲਾਈਨ ਕੰਮ ਕਰੋ	ਆਫਲਾਈਨ ਕੰਮ ਕਰੋ	Evolution, firefox
Report broken Web Site	ਖਰਾਬ ਵੇਬਸਾਈਟ ਦੀ ਰਿਪੋਰਟ ਕਰੋ	ਖਰਾਬ ਵੈੱਬਸਾਈਟ ਦੀ ਰਿਪੋਰਟ ਕਰੋ	firefox

8.5. CARDINALS, ORDINALS, MULTIPLICATIVE AND FRACTION

Cardinal numeral forms should be used correctly. Generally we should try to avoid single digit numbers except where required. Like cardinals we should use ordinals correctly.

Source	Target (Wrong)	Target (Correct)	Context Application
Quarter past two	ਸਾਢੇ ਦੋ	ਢਾਈ	

| sevenfold | ਸੱਤਗੁਣਾ | ਸੱਤ–ਗੁਣਾ | |
| fourth | ਚਾਰਵਾਂ | ਚੌਥਾ | |

8.6. INDECLINABLE

Indeclinable should be written separately. Honorific Indeclinable should also be written separately. But compound Indeclinables should be written together. For example, ਇੱਥੋਂ ਤੱਕ, ਕਿ ਰਾਜੇਸ਼, ਰੋਜਾਨਾ etc. Hyphen should be placed before some particles, co-ordinative compounds, and dependent determinative compounds.

8.7. HYPHEN

Hyphen should be placed before some particles, co-ordinative compounds, and dependent determinative compounds. e.g. ਗਨੋਮ-ਕੇਡੀਈ, ਫਾਇਲ-ਸਿਸਟਮ.

9

9. Basic Quality Parameters

While translating any text in Punjabi, we need to follow basic quality parameters to keep our translation better. These parameters are just for reference. There can be several variations of parameters but here are some important just to understand errors arising out of the violation of parameters. Several translation agencies are there who did lot of labour in creating parameters. Followings are some outlines what parameters can be and why we need to give importance to parameters.

9.1. Accuracy

Accuracy is an important characteristic of any technical translation. Accuracy refers to preserving the meaning of the original text. The term accurate is essentially synonymous with the term faithfulness, but some translation theoreticians differentiate between the two terms. A translation which is accurate is faithful to the intended meaning of the original author. Notice that, a translation can be coherent and cohesive but inaccurate. The error creating difference in the meaning, adding or omitting something, difference in headers and footers etc. can be termed as the error of accuracy.

Source	Target (Wrong)	Target (Correct)	Context Application
Next Document	ਨਵਾਂ ਦਸਤਾਵੇਜ਼	ਅਗਲਾ ਦਸਤਾਵੇਜ਼	Gedit
Subscribe to Other User's Folder	ਆਪਣੇ ਉਪਭੋਗਤਾ ਫੋਲਡਰ ਦੇ ਮੈਂਬਰ ਬਣੋ	ਹੋਰ ਉਪਭੋਗਤਾ ਫੋਲਡਰ ਦੇ ਮੈਂਬਰ ਬਣੋ	evolution

9.2. Language and Grammar

The evaluation of a translation with regards to the grammatical components must be governed by the criterion of correctness. Like most of the developed language Punjabi is also having a grammar and following

grammar is necessary for consistent and standard text. We should not do any mistake of grammar, spelling, and punctuation.

Source	Target (Wrong)	Target (Correct)	Context Application
Show Hidden Files	ਲੁਕੀਆਂ ਫਾਈਲਾਂ ਵੇਖਾਓ	ਲੁਕਵੀਆਂ ਫਾਈਲਾਂ ਵੇਖਾਓ	Nautilus
Open in New Window	ਹੋਰ ਵਿੰਡੋ ਵਿਚ ਖੋਲੋ	ਨਵੀਂ ਵਿੰਡੋ ਵਿਚ ਖੋਲੋ	OpenOffice

9.3. TERMINOLOGY

Terminology is focused on the meaning and conveyance of concepts. The quality of a translation depends on the consistency in use of terms belonging to a specialised area of usage and appropriateness to context. We should use prescribed glossaries and industry related words and register in doing translation. The deviation from prescribed glossary, using inconsistent terminology are are errors of terminology.

Source	Target (Wrong)	Target (Correct)	Context Application
File transfers	ਫਾਇਲ ਸੰਚਾਰ	ਫਾਈਲ ਸੰਚਾਰ	Pidgin
Move Folder To…	ਫੋਲਡਪ ਇਸ ਵਿੱਚ ਤਬਦੀਲ ਕਰੋ…	ਇੱਥੇ ਫੋਲਡਰ ਲਿਆਓ…	evolution

9.4. COMPREHENSIBILITY

Translations should be comprehensible and understandable not only for its translators but for its readers. Translators should avoid unnecessary words or expressions that may confuse the readers.

Source	Target (Wrong)	Target (Correct)	Context Application
gedit could not back up the old copy of the file before saving the new one. You can ignore this warning and save the file anyway, but if an error occurs	Gedit ਫਾਇਲ ਦੀ ਪੁਰਾਣੀ ਨਕਲ ਨਵੀਂ ਸੰਭਾਲਣ ਤੋਂ ਪਹਿਲਾਂ ਬੈਕਅੱਪ ਨਹੀਂ ਲੈ ਸਕਦਾ ਹੈ। ਤੁਸੀਂ ਇਸ ਚੇਤਾਵਨੀ ਨੂੰ ਅਣਡਿੱਠਾ ਕਰ ਸਕਦੇ ਹੋ ਅਤੇ ਫਾਇਲ ਕਿਸੇ ਤਰਾਂ ਸੰਭਾਲ ਸਕਦੇ ਹੋ, ਪਰ ਜੇ ਗਲਤੀ ਸੰਭਾਲਣ ਦੌਰਾਨ ਆਉਂਦੀ ਹੈ, ਤੁਸੀਂ ਫਾਇਲ ਦੀ ਪੁਰਾਣੀ ਨਕਲ ਨਹੀਂ ਵੇਖ ਸਕਦੇ,	ਜੀ–ਸੰਪਾਦਕ ਇੱਕ ਫਾਇਲ ਦੀ ਪੁਰਾਣੀ ਕਾਪੀ ਤੋਂ ਬੈਕਅੱਪ ਨਹੀਂ ਬਣਾ ਸਕਦੇ ਹੈ, ਜਦੋਂ ਕਿ ਨਵੀਂ ਸੰਭਾਲੀ ਨਹੀਂ ਜਾਂਦੀ। ਤੁਸੀਂ ਇਹ ਚੇਤਾਵਨੀਆਂ ਨੂੰ ਅਣਡਿੱਠਾ ਕਰਕੇ ਫਾਇਲ ਨੂੰ ਕਿਸੇ ਵੀ ਤਰ੍ਹਾਂ ਸੰਭਾਲ ਸਕਦੇ ਹੋ, ਪਰ ਜੇਕਰ ਸੰਭਾਲਣ ਦੌਰਾਨ ਇੱਕ ਗਲਤੀ ਆਈ ਤਾਂ ਤੁਸੀਂ	Gedit

while saving, you could lose the old copy of the file. Save anyway?	ਕਿਸੇ ਤਰਾਂ ਸੰਭਾਲੋ?	ਫਾਇਲ ਦੀ ਪੁਰਾਣੀ ਕਾਪੀ ਨੂੰ ਗੁਆ ਬੈਠੋਗੇ। ਕੀ ਕਿਸੇ ਵੀ ਤਰਾਂ ਸੰਭਾਲਣਾ ਹੈ?	
You can specify which web sites are allowed to install add-ons. Type the exact address of the site you want to allow and then click Allow.	ਤੁਸੀਂ ਨਿਰਧਾਰਤ ਕਰ ਸਕਦੇ ਹੋ ਕਿ ਕਿਹੜੀਆਂ ਵੈੱਬ ਸਾਈਟਾਂ ਐਡ–ਆਨ ਇੰਸਟਾਲ ਕਰਨ ਦੀ ਮਨਜ਼ੂਰੀ ਦਿੰਦੀਆਂ ਹਨ। ਸਾਈਟ ਦਾ ਪੂਰਾ ਐਡਰੈੱਸ ਲਿਖੋ ਜੋ ਤੁਸੀਂ ਮਨਜ਼ੂਰ ਕਰਨੀ ਚਾਹੁੰਦੇ ਹੋ ਅਤੇ ਮਨਜ਼ੂਰ ਦਬਾਓ।	ਤੁਸੀਂ ਦੱਸ ਸਕਦੇ ਹੋ ਕਿ ਕਿਹੜੀਆਂ ਵੈੱਬ ਸਾਈਟਾਂ ਤੇ ਐਡ–ਆਨ ਇੰਸਟਾਲ ਕੀਤੇ ਜਾ ਸਕਦੇ ਹਨ। ਜਿਹਨਾ ਸਾਈਟਾਂ ਤੇ ਮਨਜ਼ੂਰ ਕਰਨਾ ਚਾਹੁੰਦੇ ਹੋ ਉਹਨਾਂ ਦਾ ਪੂਰਾ ਐਡਰੈੱਸ ਦਿਓ ਅਤੇ ਫਿਰ ਮਨਜ਼ੂਰ ਦਬਾਓ।	Firefox

9.5. CULTURE SPECIFIC

Sometimes, something in the culture of the source language has a distinctly different cultural value from the same thing in the culture of the target language. In such cases, the translator should keep the original meaning by adjusting the form of the cultural symbol or adding enough background information to indicate to the target language users what the original cultural value was. We should follow country specific standards and cultural references and local conventions in doing translation. For example, we should use metric system. We should use Rupee instead of Dollar during translation.

Source	Target (Wrong)	Target (Correct)	Context Application
Beige	ਬੀਜ	ਗਹਿਰਾ–ਪੀਲਾ	OpenOffice
India	ਇੰਡੀਆ	ਭਾਰਤ	Gnome Location
Egypt	ਈਜ਼ੀਪਟ	ਮਿਸ਼ਰ	Gnome Location
Italian	ਇਟਾਲੀਅਨ	ਇਤਾਲਵੀ	Gnome Location

9.6. TARGET READERSHIP

The group of people for which a text is translated, for example subject experts, novices, prospective customers. It is important to understand the target readership when doing a translation. In Open Source translation community is the key to understand the target readership or acceptability of a translated text

Source	Target (Wrong)	Target (Correct)	Context Application

Expand All Threads	ਸਾਰੇ ਥਰਿੱਡ ਵਧਾਓ	ਸਾਰੇ ਥਰਿੱਡ ਫੈਲਾਓ	Evolution
Check for Junk	ਕਚਰਾ ਲਈ ਜਾਂਚ ਕਰੋ	ਜੰਕ ਲਈ ਜਾਂਚ ਕਰੋ	Evolution

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10. CONCLUSION

In this guide, effort is given to encompass all major language related areas for Punjabi. By following this guide, we assume that we can create a content in more consistent and standardised way. But we cannot say that the list given above is final. We can add several areas as well but to be precise and brief, we have ignored some of the well known points as well. But if you feel that anything important we have missed, please send you feedback at the mailing list fuel-discuss@lists.fedorahosted.org or file an issue at our project page here https://fedorahosted.org/fuel .

Bibliography & Further Reading

We have taken reference from lots of places distributed at different places all over online and print. Here are the list that can be used for further reading and explanations.

1 http://en.wikipedia.org/wiki/Punjabi_language

2 http://www.learnpunjabi.org/intro1.asp

3 en.wikipedia.org/wiki/Gurmukhi

4 http://unicode.org/charts/collation/chart_Gurmukhi.html