

## TROSI

### The service you can expect

When making a request for a translation, you can choose to either attach a document or type a short text (up to 50 word) in the appropriate box.

Usually, we would hope to be able to provide short translations (up to 50 words) within 24 hours.

The time we take to translate a document depends on the nature of the work and on the translators' work load at the time. Providing that all the translators are at work, the times noted below are estimated times for providing translations of documents that are needed as soon as possible. It would be better still if you could allow substantially more time for work to be translated.

<u>Size</u>	<u>Time</u>
Up to 50 words	1 day/24 hours
200 - 1,000 words	3 days/72 hours
1,000 - 2,500 words	4 days/96 awr
2,500 - 4,000 words	10 days/240 hours
over 5,000	To be discussed

To discuss your needs, please contact the Troisi administrator by e-mail - [trosi.gweinyddu@gllm.ac.uk](mailto:trosi.gweinyddu@gllm.ac.uk)