

**Inquiry**

**Offer incl. price and date of delivery**

**Order**

**Order confirmation incl. FTP address**

**Upload of the files on the FTP server**

**Export of the source text**

**Translation and QA check**

**Import of the target text and post treatment**

**Final review and release**

**Files ready for download from the FTP server**

**Download and acceptance**

**Invoice**

**Customer**    **Translator**    **DTP-Service**