

Attachment A: Sample (overview) of Translation Assignments

The table below highlights a selection (only) of translation projects that All Graduates has delivered over the past few years.

Customer	Word Count	Service	Languages
2023			
Eastern Health - Commonwealth Home Support Program (CHSP)	453	Translation and independent checking: Aged Care Services Information Sheet	(3) Simplified Chinese, Traditional Chinese, Greek
Eastern Health	1770	Translation and independent checking: Charts and information sheets on bladder and bowel movements along with pelvic floor exercises	(4) Traditional Chinese, Simplified Chinese, Greek, Vietnamese
BreastScreen Victoria	65	Translation and community review: SMS text reminders on free breast screens	(20) Simplified Chinese, Traditional Chinese, Vietnamese, Greek, Italian, Arabic, Tagalog, Turkish, Spanish, Macedonian, Hindi, Sinhalese, Croatian, Polish, Serbian, Tamil, Maltese, Khmer, Punjabi, Russian
Eastern Health	2237	Translation and independent checking: Participant information sheet and consent form exploring experiences of suffering for non-English speaking patients living with advanced cancer	(3) Simplified Chinese, Traditional Chinese, Greek
Austin Health	447	Translation and independent checking: Information on symptom managements for patients in palliative care	(4) Arabic, Simplified Chinese, Greek, Italian
Moonee Valley City Council (Aged & Disability Program)	68	Translation and independent checking: Information for language lines to call in regards to aged and disability services	(5) Italian, Greek, Arabic, Spanish, Croatian
Eastern Health	450	Translation and independent checking: Information on supporting healthy ageing community health	(3) Simplified Chinese, Traditional Chinese, Greek
St. Vincent's Hospital	1338	Translation and independent checking: Guide to the community dialysis unit	(4) Simplified Chinese, Vietnamese, Greek, Arabic
Department of Health and Aged Care	695	Translations and independent checking: Information on National Bowel Cancer Screening Program	(22) Simplified Chinese, Traditional Chinese, Vietnamese, Arabic, Greek, Korean, Italian, Spanish, Macedonian, Serbian, Turkish, Hazaragi, Khmer, Punjabi, Croatian,

Attachment A: Sample (overview) of Translation Assignments

Customer	Word Count	Service	Languages
			Persian, Assyrian, Russian, Polish, Hindi, Portuguese, Nepali
Tasmanian Health Service	435	Translations and independent checking: Charter of aged care rights	(5) Urdu, Persian, Sgaw Karen, Dari, Burmese
National Ageing Research Institute (NARI)	1488	Translation of Participant Statement Carers	(9) Arabic, Tamil, Hindi, Traditional Chinese, Simplified Chinese, Vietnamese, Greek, Italian, Spanish
Peter Mac Cancer Institute	Various	<p>Translation, Subtitling and Hard coding of 6 videos into 5 languages for the following videos –</p> <ul style="list-style-type: none"> • What is Chemotherapy Cancer Treatment – Inpatient • What is Chemotherapy Cancer Treatment – Ambulatory • Going Home Following Chemotherapy Treatment • Going home Following a Bone Marrow Transplant Cancer Treatment – Autologous • What is Bone Marrow Transplant Cancer Treatment – Allogeneic 	(6) Greek, Italian, Vietnamese, Simplified Chinese, traditional Chinese
Safe and Equal (Domestic Violence Resource Centre)	Various	<p>Translation of Domestic Violence information into 15 languages, Independent Checking into 1</p> <p>Language, Voiceover Recording into 10 languages, and Subtitling, Hardcoding, and Proofreading of the videos into 15 languages</p>	(15) Arabic, Dari, Farsi, Greek, Hindi, Italian, Khmer, Macedonian, Punjabi, Mandarin Simplified Chinese, Cantonese Traditional Chinese, Vietnamese, Turkish, Karen, and Somali
2022			
Salvation Army	1340	Translation, Independent Checking and Desktop Publishing of community Brochure, Privacy Notice, Consent Form and Confidentiality Notices. (Tracking and Slavery Safe House Community)	(3) Urdu, Arabic and Simplified Chinese.
Australian Red Cross	2663	Translation of Consent Forms, Flyers and Referral Sheets.	(4) Persian, Vietnamese, Arabic and Hindi.
Melbourne Archdiocese Catholic Schools	10659	Translation and Independent Checking of Enrolment Forms	(3) Arabic, Filipino and Vietnamese.
Department of Communities and Justice NSW	838	Translation, Independent Checking and Desktop Publishing of Poster and Social Media Files (Tenant Amnesty)	(5) Arabic, Persian, Simplified Chinese, Traditional Chinese and Vietnamese.

Attachment A: Sample (overview) of Translation Assignments

Customer	Word Count	Service	Languages
Department of Communities and Justice NSW	628	Translation and Independent Checking of NSW Carers Charter Fact Sheets	(6) Simplified Chinese, Arabic, Vietnamese, Greek, Italian and Korean.
Department of Communities and Justice NSW	1958	Translation of Fact Sheets	(3) Simplified Chinese, Traditional Chinese and Russian.
2021			
Centre for Cultural Diversity in Ageing (PICAC – Partners in Culturally Appropriate Care)	350 words	Multilingual Support (Translation)	(6) Simplified Chinese, Traditional Chinese, Greek, Italian, Arabic and Vietnamese.
Victorian Curriculum and Assessment Authority	1452	Translation and Desktop Publishing of NAPLAN Brochures	(17) Arabic, Bosnian, Dari, Filipino, Hindi, Khmer, Simplified Chinese, Persian, Punjabi, Samoan, Serbian, Sinhalese, Somali, Spanish, traditional Chinese, Turkish and Vietnamese.
Department of Home Affairs	563	Translation and Independent Checking of Fact Sheets (Advice for International Students on Tuberculosis)	(11) Nepali, Hindi, Simplified Chinese, Vietnamese, Bahasa Indonesian, Punjabi, Thai, Sinhala, Portuguese, Bengali and Filipino.
Women & Newborn Health Service	525	Translation of Relationship and Safety Forms Translation (TRX)	(19) Simplified Chinese, Traditional Chinese, Vietnamese, Persian, Burmese, S'gaw Karen, Dari, Korean, Tigrinya, Thai, Hindi, Urdu, Somali, Tagalog, Khmer, Gujarati, Punjabi, Pashto and Arabic.
Department of Education and Training	1883	Translation of 7 Fact Sheets and Forms (Election) Translation (TRX)	(7) Arabic, Dari, Simplified Chinese, Traditional Chinese and Vietnamese.
Spectrum Migrant Resource Centre	552	Translation, Desktop Publishing, Voice Over Recording and Subtitling of Videos.	(8) Arabic, Assyrian, Traditional Chinese, Dari, Hindi, Simplified Chinese, Persian and Punjabi.
National Ageing Research Institute Ltd	1476	Translation and Independent Checking of Questionnaire	(9) Hindi, Tamil, Simplified Chinese, Traditional Chinese, Arabic, Italian, Greek, Vietnamese and Spanish.
Department of Communities and Justice NSW	1981	Translation, Independent Checking and Voice Over Recording	(9) Arabic, Simplified Chinese, Traditional Chinese, Russian, Spanish, Vietnamese, Persian, Korean and Dinka.

Attachment A: Sample (overview) of Translation Assignments

Customer	Word Count	Service	Languages
Royal Melbourne Hospital	348	Translation and Desktop Publishing of Palliative Care advice flyer	(15) Arabic, Croatian, Filipino, Greek, Hindi, Italian, Macedonian, Punjabi, Simplified Chinese, Sinhalese, Spanish, Tamil, Turkish, Urdu and Vietnamese.
Department of Education and Training	589	Translation of Consent Form	(9) Arabic, Somali, Filipino, Simplified Chinese, Persian, Spanish, Japanese, Hindi and Russian.
Monash Health	589	Translation and Independent Checking of Coronary Angiogram Discharge Patient Information	(11) Arabic, Greek, Vietnamese, Italian, Turkish, Spanish, Persian, Dari, Khmer, Hindi and Somali.
Victorian Curriculum and Assessment Authority	1145	Translation and Desktop Publishing of Student Report Templates	(17) Arabic, Vietnamese, Simplified Chinese, Traditional Chinese, Turkish, Hindi, Filipino, Persian, Sinhalese, Khmer, Serbian, Spanish, Bosnian, Dari, Punjabi, Samoan and Somali.
Spectrum Migrant Resource Centre	1638	Transcription, Translation and Subtitling of Coronavirus Interviews	(3) Hindi, Punabi and Gujarati
Department of Foreign Affairs and Trade	Over 174,000 Chinese Characters	Translation of several official documents form Chinese into English.	(1) Simplified Chinese
2020			
Health Direct	514	Video Call information leaflet for patients Translation (TRX), Independent Checking (IC) and DTP	(14) Simplified Chinese, Vietnamese, Traditional Chinese, Arabic, Greek, Italian, Persian, Turkish, Macedonian, Kiswahili, S'gaw Karen, Burmese, Spanish and Indonesian.
Dental Health Services Victoria	345	Smile Squad – Eat Well, Drink Well, Clean Well Brochure Translation (TRX) and DTP	(7) Simplified Chinese, Traditional Chinese, Urdu, Arabic, Dari, Turkish and Vietnamese
NHMRC National Institute for Dementia Research	2006	CALD Action Plan Translation (TRX) and Independent Checking (IC)	(6) Greek, Italian, Simplified Chinese, Traditional Chinese, Vietnamese and Arabic.
Department of Communities & Justice (DCJ) New South Wales	482	COVID-19 Building Lock Down – Leaflet for tenants Translation (TRX)	(8) Arabic, Simplified Chinese, Greek, Korean, Russian, Spanish, Turkish and Vietnamese.

Attachment A: Sample (overview) of Translation Assignments

Customer	Word Count	Service	Languages
Western Health	313	SCST Infographic Tool Translation (TRX) and Independent Checking (IC)	(5) Vietnamese, Greek, Macedonian, Italian and Croatian
Australian Federal Police	5543	Letter - Operation Harmanecka Translation (TRX)	(1) Spanish
Department of Education and Training	1748	Appendix, Schedule and Fact Sheet Translation (TRX)	(5) Arabic, Simplified Chinese, Traditional Chinese, Dari and Vietnamese
2019			
Victorian Curriculum and Assessment Authority (VCAA)	1157	NAPLAN information for parents Translation (TRX) and DTP	(15) Arabic, Vietnamese, Simplified Chinese, Traditional Chinese, Turkish, Hindi, Tagalog, Persian, Sinhalese, Cambodian, Samoan, Serbian, Somali, Spanish and Bosnian
Western Australia Department of Fire & Emergency Services	1191	TFB Factsheet Translation (TRX)	(5) Simplified Chinese, Traditional Chinese, Arabic, Vietnamese and Italian.
Melbourne Health – Royal Melbourne Hospital	58	Posters Translation (TRX) and DTP	(6) Italian, Greek, Arabic, Turkish, Vietnamese and Simplified Chinese.
Victorian Curriculum and Assessment Authority (VCAA)	1175	Individual Student Reports Translation (TRX) and DTP	(15) Arabic, Vietnamese, Simplified Chinese, Traditional Chinese, Turkish, Hindu, Tagalog, Persian, Sinhalese, Cambodian, Samoan, Serbian, Somali, Spanish and Bosnian.
St Vincent's Melbourne	600	End of Life Brochure (A5) Translation (TRX), Independent Checking (IC) and DTP	(5) Italian, Greek, Vietnamese, Simplified Chinese and Traditional Chinese.
Department of Education & Training	2439	Flip Make Play Parent Guides Translation (TRX), Independent Checking (IC) and DTP	(10) Simplified Chinese, Traditional Chinese, Arabic, Dari, Hindi, Albanian, Samoan, Tamil, Turkish and Urdu.
AMES Australia	159	Form Templates (Compliments and Complaints Form) Translation (TRX)	(15) Amharic, Arabic, Burmese, Chin Hakha, Dari, Dinka, Farsi, French, Hazaragi, Karen, Pashto, Swahili, Tamil, Tigrinya and Urdu.

Attachment A: Sample (overview) of Translation Assignments

Customer	Word Count	Service	Languages
2018			
Relationships Australia Victoria	5309	Information booklets and brochures Translation (TRX), Independent checking (IC)	(8) Traditional Chinese, Simplified Chinese, Vietnamese, Arabic, Dari, Dinka, Turkish, Hindi
Western Health	848	Brochure TRX, IC, Creation of master template Desktop publishing (DTP)	(6) Vietnamese Simplified Chinese, Greek, Macedonian, Arabic, Italian
Dept of Education and Training	8965	Tip sheets TRX, IC	(8) Arabic, Simplified Chinese, Vietnamese, Punjabi, Chin Hakha, Dari, Persian
Dept of FACS	775	TRX, DTP Brochure	(2) Simplified Chinese, Russian
Hume City Council	500	TRX, DTP Information booklet	Maltese
Hume City Council	744	TRX, DTP 5 PDF files	(6) Arabic, Greek, Hindi, Italian, Punjabi, Turkish
Hume City Council	1820	Immunisation Timetable	Arabic
2017			
Dept of Health	1003	TRX, IC, DTP Fact Sheet	(12) Simplified Chinese, Vietnamese, Arabic, Indonesian, Somali, Burmese, Hindi, Macedonian, Italian, German, Urdu, and Tagalog
Westall Secondary College	461	TRX Newsletter	(24) Arabic, Bengali, Traditional Chinese, Dari, Fijian, Filipino/Tagalog, French, Greek, Gujarati, Hindi, Indonesian, Italian, Khmer, Simplified Chinese, Nepali, Persian, Russian, Samoan, Somali, Spanish, Thai, Turkish, Urdu, Vietnamese, Burmese, Tamil
Transport NSW	1997	TRX, IC, DTP Station Newsletter	(7) Arabic, Vietnamese, Greek, Simplified Chinese, Bengali, Hindi, Korean
DEFS	1785	TRX, IX, DTP	(14) Amharic, Arabic, Chin Hakha, Dari, Farsi, French, Indonesian,

Attachment A: Sample (overview) of Translation Assignments

Customer	Word Count	Service	Languages
		Brochure, factsheet and flyer	Karen, Kirundi, Simplified Chinese, Traditional Chinese, Somali, Swahili, Vietnamese
Red Cross	6788	TRX, IC Welcome Packs	(6) Chin Hakha, Dinka, KarenSgaw, Oromo, Tigrinya, Dari
Red Cross	1901	TRX Conference documents	(8) Bahasa Indonesian, Bangla, Dari, Malay, Nepalese, Pashto, Sinhalese, Urdu
2016 and earlier			
Merri Health	3588	TRX 8 documents	Arabic, Greek, Italian, Turkish Vietnamese
Victoria Police	2157	TRX, IC Document	(22) Albanian, Dari, Korean, Cambodian, Hindi, Chin Hakha, Simplified Chinese, Croatian, Arabic, Greek, Italian, Macedonian, Persian, Russian, Samoan, Serbian, Somali, Spanish, Turkish, Vietnamese, Portuguese, Nuer
Autism Spectrum Australia	1034	TRX Introduction Pack	Korean
Choice Homes	7890	TRX Manual	Simplified Chinese