

CASE STUDY

Translation & Documentation Support

Illustrative Sample Case Study

This case study highlights how STRIVE helped a growing business improve multilingual communication, document structure, translation clarity, and professional presentation through organized translation and documentation support.



INDUSTRY:

Export /
Professional Services



SERVICE:

Translation &
Documentation Support



TIMELINE:

4 Weeks



TOOLS:

Google Docs, MS Word,
Excel, PDF, OCR



CASE STUDY

Client Overview

Business context at a glance

STRIVE partnered with a growing export / professional services business that needed better multilingual document support to present information clearly across internal files, client documents, and translated reports.



BUSINESS TYPE:
Export /
Professional Services



TARGET AUDIENCE:
International clients
and internal teams



PROJECT TYPE:
Translation &
documentation support
system



MAIN GOAL:
Clear multilingual
communication



DOCUMENT NEEDS:
Reports, summaries,
forms, glossary,
standard templates



FOCUS AREAS:
Accuracy, consistency,
formatting, readability



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Client Challenge

What needed to improve

Before STRIVE, the client's translated materials were inconsistent, terminology was not standardized, document formatting varied between files, and multilingual communication looked less polished and harder to review.



1 INCONSISTENT TRANSLATION STYLE

Terms and tone varied across documents and translators.

Document A	Document B
"Ensure timely submission of the required documents ."	"Please submit all necessary paperwork on time."
Kindly confirm upon receipt.	Please confirm receipt.



2 NO STANDARD GLOSSARY SYSTEM

Key terms were translated differently with no central reference.

TERM	VARIED TRANSLATIONS
Project	Proyek / Project / Program
Deliverable	Hasil / Deliverable / Output
Timeline	Jadwal / Timeline / Schedule
Review	Tinjauan / Review / Pemeriksaan



3 UNEVEN FORMATTING ACROSS DOCUMENTS

Layouts, fonts, and spacing differed, reducing readability and consistency.

File 01	File 02	File 03



4 SLOW DOCUMENT REVIEW PROCESS

Reviewers spent extra time aligning content, terms, and formatting.

		Inconsistent term
		Format mismatch
		Clarify meaning



5 SCATTERED SOURCE FILES AND VERSIONS

Files were stored in multiple places with unclear version tracking.

	Project_Proposal_v1.docx 12 MB 05/01/2024	v1
	Proposal_Final.docx 15 MB 08/01/2024	v2
	Project_Proposal_FINAL.xlsx 11 MB 10/01/2024	v2
	Proposal_Updated_v3.docx 14 MB 12/01/2024	v3



6 LOW PRESENTATION QUALITY IN CLIENT-FACING DOCUMENTS

Inconsistent visuals and layouts made documents look less professional.

Before	After



These challenges reduced clarity, consistency, and the professional impact of the client's communications.



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Goals & Priorities

What needed to improve

The project objective was to build a clearer multilingual documentation system that improved readability, translation consistency, and professional presentation across all deliverables.



— 01 —

Improve translation clarity



— 02 —

Standardize terminology usage



— 03 —

Build a reusable glossary system



— 04 —

Create cleaner document formatting



— 05 —

Reduce review confusion



— 06 —

Improve multilingual presentation quality



PRIORITY MATRIX



PRIORITY FOCUS CHECKLIST

PRIORITY

01	Improve translation clarity	HIGH
02	Standardize terminology usage	HIGH
03	Build a reusable glossary system	HIGH
04	Create cleaner document formatting	MEDIUM
05	Reduce review confusion	MEDIUM
06	Improve multilingual presentation quality .	MEDIUM

“
Clear priorities lead to stronger communication
and smoother documentation.
”



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STRIVE Solution

How the workflow was improved

STRIVE created a practical translation and documentation workflow focused on accuracy, formatting consistency, organized deliverables, and professional handover.

- 1  Source file audit and review
- 2  Translation style and tone direction
- 3  Terminology and glossary setup
- 4  Document formatting and cleanup
- 5  Review-ready bilingual structure
- 6  Final delivery and handover system



PLAN



REVIEW



TRANSLATE



FORMAT



DELIVER



Illustrative sample for portfolio presentation.
Client details have been changed for privacy.

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Work Process

From requirement to final delivery

STRIVE followed a structured and collaborative process to transform raw source content into accurate, organized, and presentation-ready translated documents—tailored to the client’s needs and industry standards.



*We transform scattered source content into
clear, accurate, and client-ready multilingual documentation.*



Better Accuracy

Expert translators and rigorous quality checks ensure precise, consistent, and reliable translations.



Cleaner Workflow

A structured process reduces back-and-forth, saves time, and keeps your projects on track.



Ready-to-Use Files

Professionally formatted, well-organized documents delivered in your preferred file format.



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Deliverables

Project outputs

All outputs were delivered in a clear, organized, client-ready format.

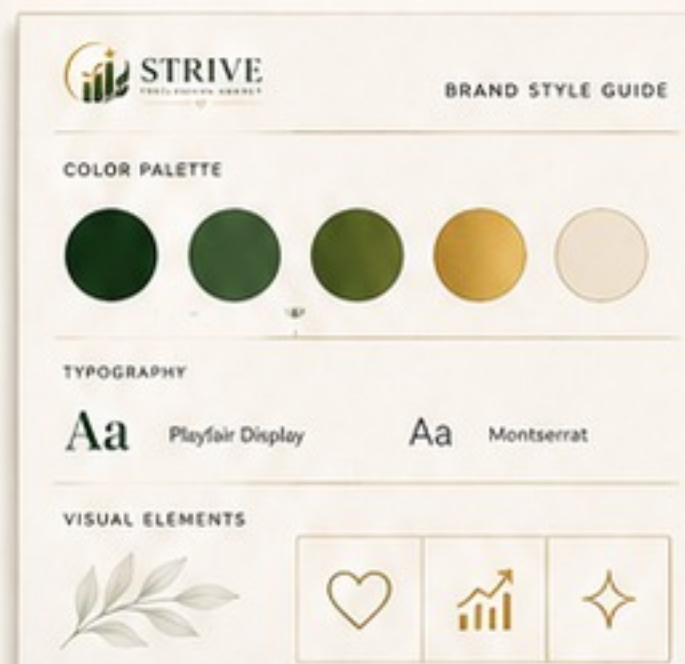
01 Logo Usage Sheet

A structured guide showing clean and consistent logo application.



02 Brand Style Guide

Defined colors, typography, and visual rules for consistency.



03 Business Card Design

A modern, premium card layout aligned with the brand identity.



04 Stationery Set

Letterhead, cover page, and document templates designed professionally.



05 Social Media Templates

Branded post templates designed for a consistent online presence.



06 Handover Notes

Complete final files and guidance for smooth implementation.



Delivered with care, handed over with confidence —
ready for a stronger brand experience.

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Before & After

How the process changed

STRIVE refined every step of the translation and documentation process to deliver clearer communication, industry-accurate terminology, polished formatting, and presentation-ready materials that build client confidence.

BEFORE		AFTER	
 inconsistent wording Different terms used for the same concept across documents.	→	 consistent translation style Unified terminology and tone throughout all deliverables.	
 scattered terminology Key terms used differently or without clear definitions.	→	 structured glossary system Centralized glossary ensures accuracy and uniform usage.	
 uneven layouts Inconsistent formatting and visual structure across files.	→	 clean document formatting Standardized templates and polished, easy-to-read layouts.	
 difficult review flow Information scattered across sections made reviews slower.	→	 simpler review-ready structure Logical organization enables faster, smoother reviews.	
 less polished deliverables Raw outputs required extra editing before use.	→	 professional multilingual presentation Refined, presentation-ready documents that impress clients.	



The transformation delivered by STRIVE turned complex, inconsistent documents into *clear, consistent*, and *professional* deliverables—strengthening understanding, saving time, and earning *greater client trust*.





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Business Outcomes

Results demonstrated by this illustrative project



The new branding workflow brought consistency, clarity, and stronger presentation together in one cohesive system. Each improvement was designed to help the business communicate its value more clearly and appear more established across every visual touchpoint.



01

01 Better brand presentation

A more refined identity improved the overall first impression.



02

02 Clearer visual consistency

Materials looked aligned and professionally connected.



03

03 Improved brand recognition

Consistent visuals made the brand more memorable.



04 Stronger trust signals

Professional materials improved credibility.



05 Easier content application

Templates simplified future design use.



06 Professional digital presence

The business looked more established and future-ready.



These outcomes worked together to create a stronger, clearer, and more trustworthy visual identity system.



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Need a Similar Solution?

Let's build a stronger visual identity for your business

STRIVE designs tailored graphic design and branding solutions that help businesses present themselves professionally, improve consistency, and build trust through polished visual communication.



“

Verified client feedback will be added after publication approval. No placeholder testimonial is used.

”

READY TO TRANSFORM YOUR BRAND PRESENCE?



1. Share your current brand problem



2. We assess and recommend the best visual direction



3. Focus on your business while we build the brand system

[START YOUR PROJECT](#)

[REQUEST CUSTOM QUOTE](#)

Your Goals. Our Support. Great Results.