

French Translation Project Group

Minutes of February 14 call

Document history

Version	Date	Author	Actions
V1	14/02/2020	FM	Draft minutes

Links:

1. TermSpace testing environment: <https://testing.termspace.com/>
2. Slack collaborative environment : <https://snomedintl.slack.com> (channel [snomed-en-francais](#))

1 Participants

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2 Meeting Outcomes

Guillermo's questions and suggestions:

- 1) A revised timeline and objectives. Publishing the consolidated version would help to synchronize the different sources. But precisions about work partitioning strategy, priority content, etc... are needed so as to help you produce meaning worklists or content packages.
 - Decision to move forward on version 1 without further conformance/editorial checking, sticking to the initial timeline: packaging end February, and integration by Canada into its national edition end March. This version 1 will only have the quality check performed by TermMed on the various pieces integrated. Each country will accompany its distribution locally with a disclaimer announcing an editorial review for version 2.
- 2) It would be helpful to start piloting revisions as soon as possible rather than continuing refining features that could be enhanced later.
 - While TermMed is packaging version 1 the group practices termSpace in the testing environment, combined with the snomed-en-francais Slack chain for sharing all issues.
 - We will focus our training on one specific worklist: "**Enlargement**", which contains **136 concepts** (findings and disorders sharing the morphologic abnormality Enlargement), translated by Canada, Switzerland and Belgium at least. The goal is to learn to work collaboratively in termSpace on this sample.
- 3) Confirm that the group would like to move to use 20200131
 - Confirmed.

Tools and settings

- As decided, the international French translation won't have translated FSN. Nevertheless, termSpace will produce automatically French FSN, which will be visible only to Canada and will land only in the Canadian language refset. A setting in termSpace adjusts this visibility.
- While working in termSpace testing environment each of us should use Slack extensively, notifying the group of the concepts they work on. There is a setting in slack for notification preferences.
- Let's not forget to use the French translation guidelines during this training, and to note every enhancement that will need to be added to these guidelines.

Decision on the French translation logo

- The logo prepared by Infoway team is flavored unanimously provided two changes are made:
 - Simplify the text inside to "SNOMED CT en français".
 - Remove the outer grey circle



Definition of roles:

- **Editorial committee (comité éditorial)**. Maintains the editorial French translation guidelines and makes decisions on any issues raised by the roles regarding current translations. Switzerland and Belgium still have to appoint their representatives to this committee.
- **Translator (traducteur)**. Creates French synonyms on concepts to be translated, in the frame of the editorial guidelines.
- **Reviewer (réviseur)**. Checks appropriateness of the translation and its conformity to editorial guidelines.
- **Clinician (clinicien)**. Checks clinical appropriateness of the translation. May comment on the translation but cannot update it.
- **Acceptor (approbateur)**. Final acceptance, setting of acceptability at the global level.

3 Next meetings

- A 1-hour Zoom call in March to check our advancement of training with termSpace and share ideas on the refinements of the criteria of creation of Worklists.
 - Proposal by François: [March 26, 15:00 Paris time](#). Alternatively, same time, 25 or 27.
 - Please confirm your choice.
- Confirmed: Face to face during SNOMED Business meeting in London: April 6, 13:30 – 17:00 (apparently same room McKenzie as last year). The business meeting agenda is here: <https://confluence.ihtsdotools.org/display/FT/April+2020+-+SNOMED+International+Business+Meetings>
- The agenda for our group will include: final check for moving to the production environment, and preparing version 2 ; refinement of translation guidelines ; consolidation of the workflow ; discussion on priorities and partitioning of the workload ...
- Not confirmed: Possibility of April 30 in Geneva during MIE 2020? To be inquired further with Christophe Gaudet-Blavignac and Christian Lovis

4 Reminders of other previous decisions

- The common French translation applies to concepts from the core edition only.
- The common French translation contains all the French terms for concepts from the core edition, available for the francophone space. National editions or extensions only adjust acceptability, possibly excluding unwanted synonyms.
- Approved French terms for concepts from the core edition necessarily belong to the global French translation:
- Default case management unanimously chosen is “*entire term case insensitive*”.
- The global French translation will be incorporated to national editions or extensions of the francophone space. It will not be published standalone at this stage. This is an open discussion to be taken to the General Assembly: Shouldn't SNOMED International take this role?
- The global French translation is indispensable and beneficial to the translation process itself. It's the protection against redundant efforts and divergent French meanings across countries.
- At any level of the process, where issues are raised and need to be solved by a decision. The decision will seek unanimity of the N countries, members of the group, and at the minimum will need a majority of N-1. Up to now, N = 5. But our number may increase in the future.