Garnet
Garnet Global Training Center

GGT-LN-108

Languages & Business Communication

Technical Translation (English–Arabic)

الترجمة الفنية (إنجليزي–عربي)

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (practitioner)**

Overview

Technical Translation (English–Arabic) focuses on how the work is actually done: the methods, checks and decisions practitioners use every day, illustrated with real cases from the region. Language skills for the workplace, from business English to technical translation. It runs as a 5-day or 10-day program in English or Arabic, in classrooms in Dubai, Riyadh, Cairo, London, Istanbul and other cities, or live online, and can be delivered in-house.

What you will be able to do

- Apply the methods and standards of Technical Translation (English–Arabic) to real tasks.
- Avoid the mistakes that most often cause rework or failure.
- Share good practice with your team.
- Use the right tools, checks and calculations step by step.
- Diagnose common problems and identify root causes.

Who should attend

Professionals who use English or Arabic at work, translators and administrative staff. Practitioners with one to five years of experience benefit most.

Key topics

- Workplace vocabulary
- Writing emails and reports
- Speaking in meetings
- Technical terminology
- Translation techniques
- Practice and feedback

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Technical Translation (English–Arabic): principles and standards

- Technical terminology
- Measurement and reporting

Day 2 Methods and tools in practice

- Translation techniques
- Practice and feedback

Day 3 Diagnosis and problem solving

- Workplace vocabulary
- Hands-on workshop on a workplace challenge

Day 4 Quality, safety and documentation

- Writing emails and reports
- Common mistakes and how to avoid them

Day 5 Workshop, assessment and action plan

- Speaking in meetings
- Regional and international case studies

10-day outline

Day 1 Technical Translation (English–Arabic): principles and standards

- Technical terminology
- Measurement and reporting

Day 2 Methods and tools in practice

- Translation techniques
- Practice and feedback

Day 3 Diagnosis and problem solving

- Workplace vocabulary
- Hands-on workshop on a workplace challenge

Day 4 Quality, safety and documentation

- Writing emails and reports
- Common mistakes and how to avoid them

Day 5 Workshop, assessment and action plan

- Speaking in meetings
- Regional and international case studies

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Checklists and templates to take away

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Group discussion and peer review

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
4–8 Jan 2027	5-day classroom	London	English	4,750
4–8 Oct 2027	5-day classroom	Dubai	Arabic	4,750
1–5 Nov 2027	5-day online	Live online	English	2,950
12–23 Dec 2027	10-day classroom	Jeddah	English	8,950
21 Feb – 3 Mar 2028	10-day classroom	Vienna	English	8,950
2–6 Apr 2028	5-day classroom	Doha	English	4,750
14–18 Aug 2028	5-day classroom	Istanbul	English	4,750
9–20 Oct 2028	10-day online	Live online	English	5,450
15–19 Jan 2029	5-day classroom	Barcelona	English	4,750

Dates	Format	City	Language	Fee (USD)
11–15 Jun 2029	5-day classroom	Casablanca	English	4,750
17–21 Sep 2029	5-day online	Live online	Arabic	2,950
1–12 Oct 2029	10-day classroom	Amsterdam	English	8,950
11–22 Feb 2030	10-day online	Live online	Arabic	5,450
15–26 Jul 2030	10-day classroom	Abu Dhabi	English	8,950
8–12 Sep 2030	5-day classroom	Riyadh	English	4,750
16–20 Dec 2030	5-day classroom	Singapore	English	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/