**Language Toolkit Internship**

**Guidelines for students:**

**Please note that the minimum number of words to be translated as part of the individual project is approximately 2,500 words, with a maximum of 5,000. The activity report will also include the hours spent on activities related and/or preliminary to the translation activity such as: documentary research, glossary creation/editing, terminological research, phone calls and consulting with experts, revision activities.**

**Guidelines for companies:**

**Given the specific nature of the activity carried out as part of the LT project ('internship') and of the dissertation produced at the end of this activity – which is of a 'professionalizing' nature and not a 'professional' one, as it is part of the degree programme – the following should be noted:**

**1) the final responsibility for the translation into foreign languages, whether for purely internal use or for external use, as in the case, for example, of printed or online publication, or for marketing use, remains with the company. It will therefore be the company's responsibility to have the translation reviewed by professionals (internal or external) in accordance with the standards in use, before it is issued in any of the above-listed cases;**

**2) since the translation process in a professional environment is part of the students' training path, the company is required to provide them with adequate technical advice on the specialist knowledge needed to produce the translation;**

**3) neither students nor teachers acting as translators and/or revisors can therefore be held responsible for any non-conformity of the translations delivered to the company's intended purposes and for consequent damages, since they are not covered by specific civil liability insurance, as is the case in the professional world.**