

# Translating Content Individually

- [Overview](#)
- [Translating Views](#)
- [Translating Reports](#)
- [Translating Dashboard Tabs](#)

## Overview

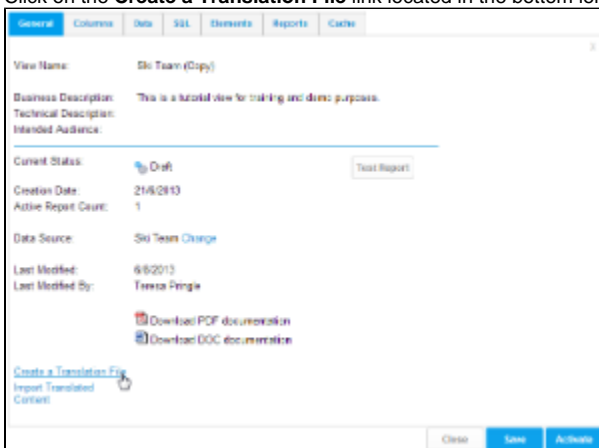
[top](#)

When translating individual pieces of content, it's important to remember that this process is less flexible as it doesn't allow the user to select languages to translate, or the content status (all, changed, none - untranslated). You can translate three different levels of content individually; Views, Reports, and Dashboards. This process will always export all text to be translated for the selected content, for all available languages, and will include any previous translations in the file.

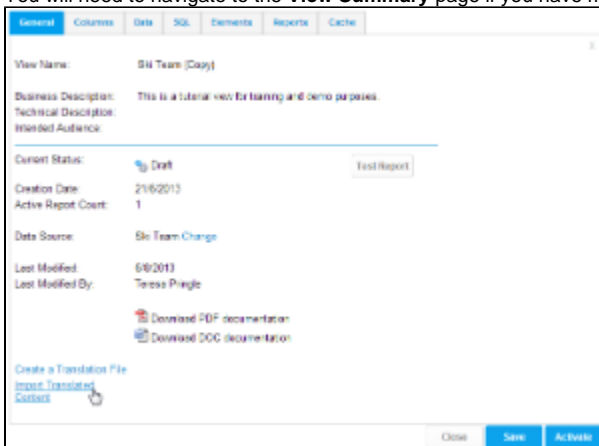
## Translating Views

[top](#)

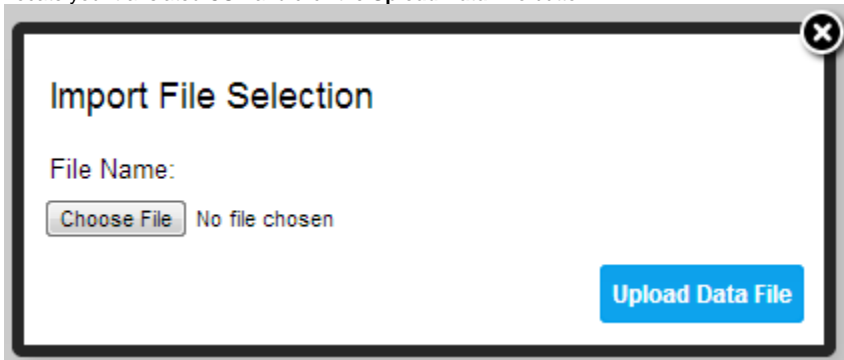
1. Open the View you wish to translate by navigating to **Administration > Source Systems & Views**, and selecting it from the list.
2. Place the View in draft mode and navigate to the final step of the builder – **View Summary**.
3. Click on the **Create a Translation File** link located in the bottom left corner of the **General** tab.



4. A CSV file will now be generated containing all the View related text. Follow standard browser settings to save and open the file.
5. Update the CSV with the required translations
6. You will need to navigate to the **View Summary** page if you have moved away, and click on the **Import Translated Content** link.



7. Locate your translated CSV and click the **Upload Data File** button




8. Yellowfin will now display one of the following validation messages when


- a. Your translation CSV upload is successful

Translations have been uploaded successfully.


- b. There is an error in your CSV file, or an unsupported file type was used

 Error uploading file. The file is zero length. Check the file and try again


- c. One of the language column headers was changed and is not supported, in the example below **en\_au** was changed to **australian** which is not a valid language code

 The language **australian** is unsupported. Please check the CSV file.

- d. Either the order of the standard (first four) columns has been altered or there is no language column

 There was an error parsing your file. Please check the CSV file.

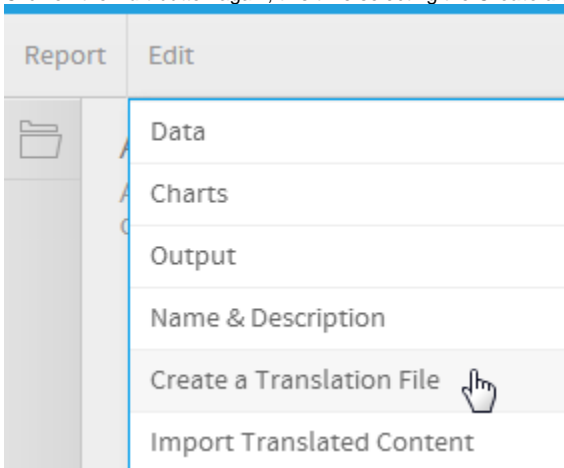
- e. The CSV file was empty, or no file was selected

 The format of the CSV file has changed. Please ensure it matches the structure of the original file.

## Translating Reports

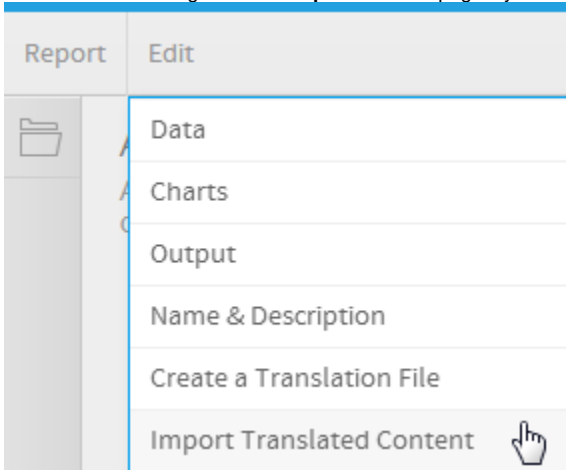
[top](#)

1. Open the Report you wish to translate by locating it in the **Report List**.
2. Place the Report in draft mode by clicking **Edit > Format**
3. Click on the **Edit** button again, this time selecting the **Create a Translation File** option

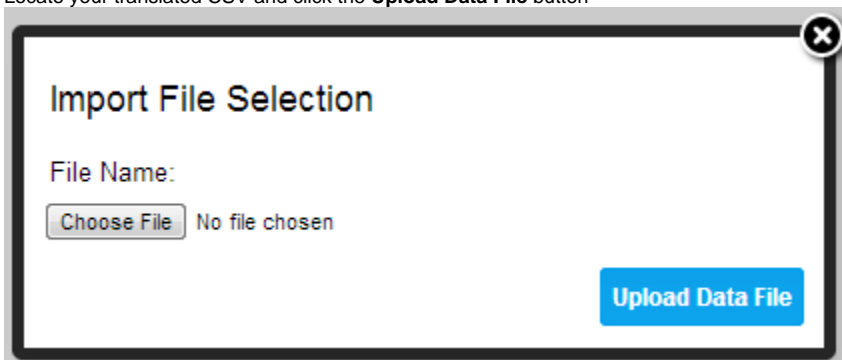


4. A CSV file will now be generated containing all the customised Report related text. Follow standard browser settings to save and open the file.  
**Note:** when exporting report translations, only text that has been customised in the report builder (since the view) will be included in the file. The report will inherit all other text from the view and as such, the view should also be translated. If there are no translations available, the original text will be used.
5. Update the CSV with the required translations

6. You will need to navigate to the **Report Preview** page if you have moved away, and click **Edit > Import Translated Content**.

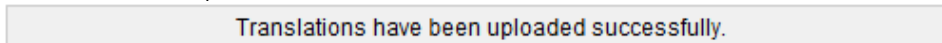


7. Locate your translated CSV and click the **Upload Data File** button

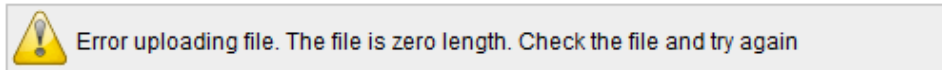


8. Yellowfin will now display one of the following validation messages when

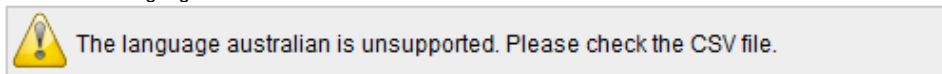
- a. Your translation CSV upload is successful



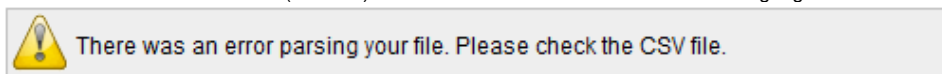
- b. There is an error in your CSV file, or an unsupported file type was used



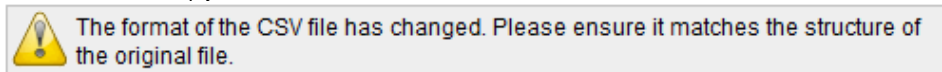
- c. One of the language column headers was changed and is not supported, in the example below **en\_au** was changed to **australian** which is not a valid language code



- d. Either the order of the standard (first four) columns has been altered or there is no language column



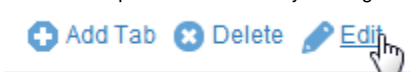
- e. The CSV file was empty, or no file was selected



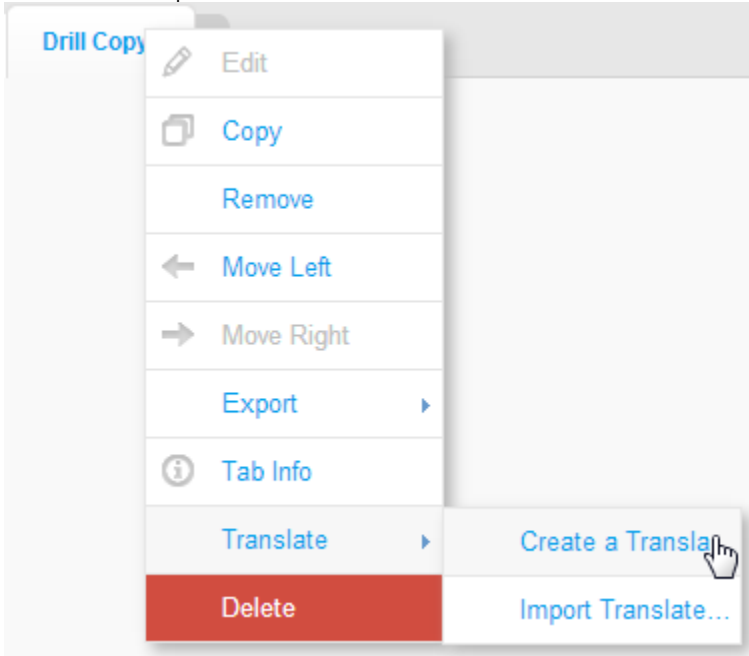
## Translating Dashboard Tabs

[top](#)

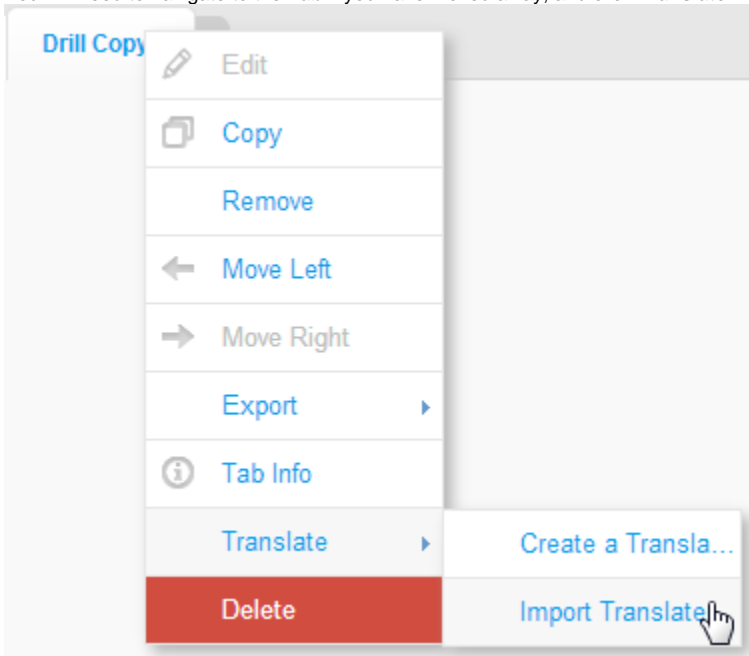
1. Open the Tab you wish to translate by locating it on the **Dashboard**.
2. Place the Report in draft mode by clicking the **Edit** button



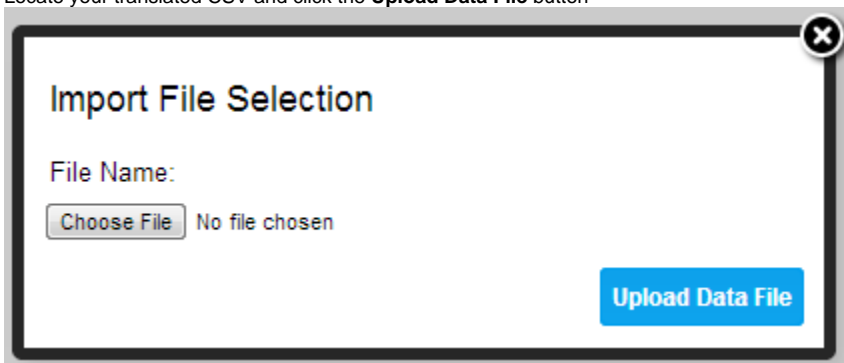
3. Click on the tab drop down menu and select the **Translate > Create a Translation File** option



4. A CSV file will now be generated containing all the Tab related text.  
Follow standard browser settings to save and open the file.  
**Note:** when exporting dashboard translations, only text that is specific to the tab or its filters will be included. The tab inherits text in reports which inherit from the view and as such, the reports and view should also be translated.
5. Update the CSV with the required translations
6. You will need to navigate to the **Tab** if you have moved away, and click **Translate > Import Translated Content**.



7. Locate your translated CSV and click the **Upload Data File** button



The dialog box is titled "Import File Selection" and has a close button (X) in the top right corner. It contains a label "File Name:" followed by a text input field that says "No file chosen". To the left of the input field is a button labeled "Choose File". At the bottom right of the dialog is a blue button labeled "Upload Data File".

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- b. There is an error in your CSV file, or an unsupported file type was used



Error uploading file. The file is zero length. Check the file and try again

- c. One of the language column headers was changed and is not supported, in the example below **en\_au** was changed to **australian** which is not a valid language code



The language **australian** is unsupported. Please check the CSV file.

- d. Either the order of the standard (first four) columns has been altered or there is no language column



There was an error parsing your file. Please check the CSV file.

- e. The CSV file was empty, or no file was selected



The format of the CSV file has changed. Please ensure it matches the structure of the original file.