

Terminology Management and consistency in Technical Translation

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Abstract:

In technical translation, terminology management and consistency are paramount elements. If specialized terms and definitions are not utilized correctly in content such as technical texts, user manuals, and scientific articles, discrepancies in meaning may arise. Through terminology management, translators are able to consistently apply a specific translation for a given term. This process enhances efficiency, quality, and professionalism in translation. By maintaining consistency in translation, a clear and unambiguous meaning can be conveyed to the readers. Particularly in the technical domain, terminology errors can lead to future issues regarding usability and maintenance. Technical tools—such as terminology databases, glossaries, and CAT tools—assist in upholding this consistency. Issues such as errors in terminology definitions, divergent meanings, and linguistic variations can be mitigated through effective terminology management. Translators can improve the overall quality of the text by strictly adhering to established terminology guidelines. Furthermore, consistency significantly enhances audience comprehension. Periodic terminology updates, revisions, and domain-specific adaptations are also essential components of this process. In the realm of technical translation, terminology management is, by nature, a continuous process. A translation characterized by proper terminology management and consistency effectively, meaningfully, and error-free conveys technical information. Through terminology management, domain-specific terminology is utilized accurately within translations. This approach minimizes errors, ambiguities, and misinterpretations. Consistency is particularly crucial in multilingual projects, as it ensures that a single term conveys a uniform meaning across every language. Terminology management tools—such as SDL Trados, MemoQ, and Word fast—assist translators in creating structured glossaries, as well as in searching for and updating terminology. In technical texts, numerical data, units, acronyms, and abbreviations must also be treated as integral components of

consistency. Translation quality can be validated through terminology auditing. When the terminology management process is integrated with translation memory, productivity increases significantly. Inconsistencies in terminology can have a detrimental impact on both brand image and user trust. In the realm of technical translation, a lack of effective terminology management and consistency can lead to complications regarding content usability, maintenance, and future updates. Therefore, terminology management is regarded as a pivotal element for achieving effective technical translation. And this paper throws the light on Terminology Management: Accurately tracking technical terms, definitions, acronyms, and abbreviations, and organizing them through a glossary or terminology database.

Consistency in Translation: Consistently applying a specific translation for a given term throughout the text, thereby reducing ambiguities and ensuring clarity for the reader.

Use of Translation Tools: Utilizing tools such as CAT tools, translation memory, and terminology databases to enhance terminology consistency and boost productivity.

Quality Control: Minimizing errors, misinterpretations, and inconsistencies through terminology auditing, revisions, and updates.

Impact and Significance: A lack of effective terminology management and consistency can have a negative impact on content usability, maintenance, multilingual projects, brand image, and user trust.

Keywords: Terminology Management, translation Consistency, Technical Translation, CAT Tools, Glossaries, Quality Control

1. Terminology Identification – Comprehensive Explanation

Definition:

Terminology Identification is the process of identifying specialized, technical, or domain-specific terms within a source text and distinguishing them from general vocabulary. In this process, terms are identified by examining their meaning, usage, context, and unique characteristics.

1.1 Understanding Vocabulary Identification

Vocabulary identification is not merely the act of recognizing words; it is a technical and analytical process. It involves examining the following aspects:

To which domain does the word belong? (e.g., medical, technical, literary)

Does the word possess a specialized meaning?

Does its meaning change within the context of ordinary language?

1.2 Key Characteristics – An Explanatory Paragraph

Several key characteristics are clearly evident in the process of vocabulary identification; these helps distinguish technical terms from general vocabulary. First, the characteristic of Technicality dictates that a term must be associated with a specific field or domain. For instance, words such as "Algorithm," "Genome," and "Syntax" are recognized as belonging to specialized fields. Second, the characteristic of Specificity requires that the term possess a clear and distinct meaning; that is, rather than being ambiguous, the word must convey a precise concept. Third, Context-dependence is a crucial characteristic, as a single word may carry different meanings in different contexts. Therefore, when interpreting a word, it is essential to consider the specific context in which it is used. Fourth, the characteristic of Frequency implies that a term is used repeatedly within a specific text or domain; this serves as an indicator of the word's significance. Collectively, these characteristics render the vocabulary identification process more accurate and efficient. These attributes play a particularly pivotal role in the fields of research and translation. Consequently, by gaining a comprehensive understanding of these characteristics, one can readily identify technical terms.

1.3 Terminology Identification Process



Manual Method:

In the manual method, the researcher personally and carefully reads the source text to identify technical terms contained within it. This approach necessitates a strong command of the language and a thorough understanding of the subject matter. By analyzing the meaning, context, and usage of words, the appropriate vocabulary is selected. The terms identified through this method tend to be highly accurate, as human intellect is capable of grasping context with great depth. This approach proves particularly beneficial in literary and scientific writings. However, analyzing large volumes of text using this method is extremely time-consuming. Furthermore, due to variations in individual interpretation, a certain degree of subjectivity may be present. Nevertheless, in terms of quality, this method remains highly reliable. Consequently, this approach is frequently employed for analyzing shorter texts or in critical research projects.

2. Objectives – Detailed Explanation

The primary objective of vocabulary identification is to accurately identify technical terms present in a source text and to ensure their correct usage. Through this process, it becomes easier to isolate and categorize the specialized terminology belonging to a specific domain. Consequently, researchers and translators are enabled to gain a clear understanding of the vocabulary pertinent to that field. Furthermore, this establishes a robust foundation for accurate translation, as comprehending the precise meaning of technical terms is a critical element in the translation process. Additionally, by upholding terminological consistency, this process ensures that a single term is consistently assigned a uniform meaning throughout the text. This serves to significantly enhance clarity, particularly in scientific and technical writings. Overall, the vocabulary identification process elevates linguistic precision and renders the dissemination of information more efficient.

3. Terminology Identification Process – A Step-by-Step Explanation

The terminology identification process is a systematic approach involving the analysis of a source text to identify technical terms and compile them into a list. First, the Source Text is selected, and its content is thoroughly comprehended. Subsequently, through Tokenization, sentences are segmented into individual words, thereby facilitating the examination of each word in isolation. Following this, during the POS Tagging (Part-of-Speech Tagging) phase, the grammatical category of each word (e.g., noun, verb, adjective) is identified. This process establishes the necessary foundation for identifying technical terms. In the subsequent stage, the actual identification of technical terms takes place, wherein terms specific to a particular

domain are selected. Finally, the identified terms are consolidated to create a Terminology List. Through this entire process, the key technical vocabulary contained within the text is clearly brought to light.

4. Diagram – Terminology Identification Flow (Flow Diagram Explanation)

The diagram above is highly useful for easily understanding the terminology identification process. This flow clearly illustrates how each stage unfolds sequentially.

First, the Source Text is taken, serving as the basis for the analysis. Next, during the Tokenization phase, sentences are segmented into individual words, preparing each word for separate analysis. Subsequently, the POS Tagging (Part-of-Speech Tagging) process identifies the grammatical categories of the words—a step that is crucial for recognizing technical terms.

In the subsequent stage, Technical Term Identification takes place, wherein terms specific to a particular domain are selected. Finally, these identified terms are consolidated to create a Terminology Database. This database proves invaluable for future research, translation, and linguistic analysis.



Terminology Identification Workflow

5. Vocabulary Identification Methods

Various methods are employed in the process of vocabulary identification, selected based on the nature and requirements of the research. Primarily, three major methods are prevalent: The Manual Method, the Automatic Method, and the Hybrid

Method. First, in the Manual Method, experts personally and carefully read the text to identify technical terms. This approach necessitates both linguistic proficiency and a deep understanding of the subject matter. The terms identified through this method possess a high degree of accuracy, as human analysts are capable of comprehensively analyzing the context. However, analyzing large volumes of text using this method is a time-consuming process. Next, the Automatic Method involves identifying technical terms using computer algorithms and Natural Language Processing (NLP) tools. This method operates rapidly and can analyze vast amounts of data in a relatively short period. Nevertheless, there is a possibility of errors occurring, as the system may occasionally fail to accurately interpret the context. Finally, the Hybrid Method represents a combination of both the Manual and Automatic methods. In this approach, terms initially identified through automated processes are subsequently reviewed and refined by experts. This method effectively harmonizes both speed and accuracy. Consequently, the Hybrid Method is regarded as a comprehensive approach that yields superior results.

Approaches such as corpus analysis, vocabulary collection tools, and manual identification are employed in a coordinated manner to distinguish specialized technical terms from general vocabulary.

In the process of vocabulary identification, distinguishing between specialized terms and general vocabulary is considered a crucial step. Specialized terms typically pertain to a specific science, technical field, or academic discipline. They possess a precise meaning and convey their full significance only within that specific domain. In contrast, general vocabulary is widely utilized in everyday language to denote common concepts. Consequently, establishing a clear distinction between these two categories of words renders the vocabulary identification process more efficient. Context plays a pivotal role in making this distinction, as a single word may carry different meanings depending on the specific situation in which it is used.

One of the key methods employed in this process is Corpus Analysis. This involves examining large collections of text (corpora) to analyze word usage, frequency, and context. Through this approach, technical terms that are predominantly used within a specific field can be readily identified. Another significant method involves the use of Term Extraction Tools. As these are computer-based utilities, they can rapidly analyze vast datasets to automatically identify key terms. However, these tools occasionally fail to accurately interpret context, which may lead to errors.

Therefore, manual identification also plays a vital role in this process. Experts can identify precise vocabulary by personally analyzing the text and examining the meaning, usage, and context of the words. Although this approach is time-consuming, it yields reliable results in terms of quality. Overall, by utilizing these three methods in combination, one can accurately distinguish between specialized terms and general vocabulary. This brings greater clarity and efficiency to the fields of translation, research, and linguistic analysis.

2. Term Definition and Standardization

The definition and standardization of technical terms is considered a crucial step in vocabulary management. The primary objective of this process is to formulate a clear and unambiguous definition for every technical term. By precisely conveying the specific concept a term represents, confusion regarding its meaning is effectively avoided. Such clarity is particularly indispensable in scientific, technical, and academic domains. The existence of multiple definitions for a single term can create difficulties for readers in comprehending the subject matter. Therefore, it becomes essential to establish a single, standardized definition for each term.

Similarly, ensuring that each technical term in the target language has a single, standardized translation is another vital aspect. If different terms are used to translate a single concept, it can alter the intended meaning and render the text ambiguous. Consequently, translators and researchers can uphold vocabulary integrity by consistently adhering to a single, specific translation for any given term. This practice is absolutely essential in contexts such as textbooks, research papers, and technical documentation.

Likewise, one must avoid using multiple terms to express a single concept, as well as employing contradictory translations. Such inconsistencies compromise the quality of the text and create confusion among readers. Therefore, the standardization process requires a comprehensive and thorough examination of term selection, definition, and translation. Through this process, linguistic precision is enhanced, and the effective transmission of information is significantly improved. Overall, the definition and standardization of technical terms stand as a key process for ensuring clarity, consistency, and quality in scientific discourse.

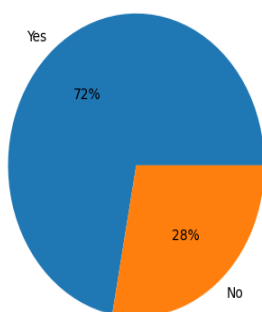
Terminology Database / Glossary Management:

Terminology database or glossary management is a crucial process used for systematically storing and managing technical vocabulary. In this process, terms are preserved in a structured format using standardized systems such as TBX and SDL

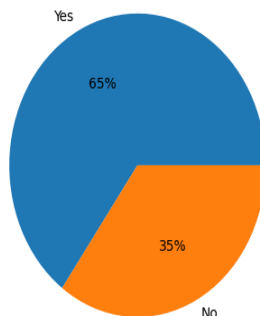
MultiTerm. It is essential to record detailed information regarding each term within the database. Typically, this includes fields such as the Term, Definition, Context, Usage Notes, and Source. By storing terms in this structured manner, their meanings become clear, and consistency in translation is achieved.

Similarly, continuously updating the vocabulary is a vital aspect of glossary management. As new technical terms emerge, they must be incorporated into the database in a timely manner. Furthermore, any errors found in existing terms must be corrected. Through such continuous updates, the overall quality of the database can be enhanced. Moreover, by categorizing terms according to various fields, users are enabled to easily access the specific vocabulary require.

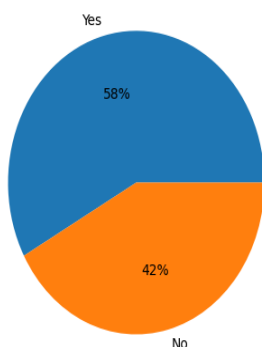
Q1: Familiar with Technical Translation



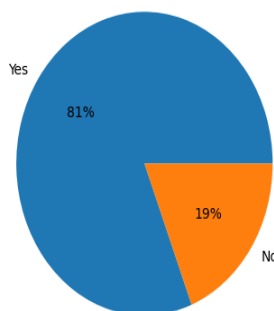
Q2: Know Terminology Management



Q3: Heard about CAT Tools



Q4: Importance of Consistency



Overall, terminology database management serves as a reliable resource for translators, researchers, and language professionals. It not only enhances linguistic accuracy but also facilitates the efficient sharing of technical information.

Consistency in Translation:

Consistency is considered a paramount element in the translation process. By ensuring that the vocabulary used in a specific document is applied identically in other related documents, both conceptual clarity and overall quality are significantly enhanced. Employing different translations for the same technical term across various sections can lead to confusion among readers. Therefore, it is essential to consistently adhere to a single, uniform translation for any given term. This type of consistency is particularly crucial in scientific writings, technical documentation, and educational textbooks.

To achieve vocabulary consistency, translators typically utilize Translation Memory (TM) systems. These systems store previously executed translations and provide suggestions whenever identical or similar sentences appear in future texts. This mechanism ensures that a consistent translation for a specific term is applied repeatedly throughout the work. Furthermore, this approach accelerates the translation process and minimizes the occurrence of human errors. TM systems prove to be especially beneficial in large-scale translation projects.

Similarly, maintaining consistency in translation necessitates the identification and resolution of ****synonym conflicts****. The use of different words to convey the same concept can potentially lead to subtle semantic discrepancies. Consequently, it is imperative to select the most appropriate term and employ it consistently throughout the text. Additionally, spelling variations can also impact consistency; for instance, intermingling spelling conventions from British English and American English within a single document creates an inconsistency that undermines the overall coherence of the translation. Furthermore, context-specific differences must also be taken into consideration. A single word may carry different meanings in different contexts. Therefore, the translator must select the appropriate word based on the context and consistently use that same word within that specific context. This aids in accurately conveying the intended meaning of the text.

Glossaries and terminology databases also play a pivotal role in maintaining consistency in translation. These resources provide standardized vocabulary and serve as valuable guides for translators. Large organizations typically develop and adhere to their own specific terminology guidelines (Style Guides); this practice further enhances the quality of the translation.

Overall, consistency in translation can be described as not merely the repetition of words, but rather the maintenance of a uniform approach regarding

meaning, style, and structure. It plays a crucial role in providing clarity to readers and effectively conveying information. Thus, by strictly adhering to the principles of consistency, every translator can deliver translations of superior quality.

5. Contextual Usage:

Contextual usage is considered a paramount factor in accurately understanding and translating technical terminology. By observing the specific context in which a word is employed, one can precisely grasp its true meaning. Particularly in technical fields, a single word may convey different meanings depending on the context. Therefore, a translator must comprehensively analyze the context, the specific domain, and the sentence structure in which the word appears. As part of this process, Collocations Analysis is also essential. The meaning of a word becomes clearer when examined in conjunction with other words. For instance, a technical term may convey a specific, specialized meaning only when embedded within a particular phrase. Consequently, a word should not be analyzed in isolation, but rather in relation to the surrounding words. This approach plays a pivotal role, particularly in the fields of linguistics and translation research.

Furthermore, Domain-specific Usage must also be taken into account. The same word may carry different meanings across different domains. For example, a word might convey one meaning in the medical field while conveying an entirely different meaning in the technical sector. Thus, by identifying the specific domain in which a word is used, one can accurately determine its intended meaning.

Another crucial aspect is Avoiding Literal Translation. Translating a word verbatim can sometimes be misleading. Literal translation carries the risk of altering the original intent or leading to a complete misinterpretation. Therefore, it is best to base the translation on the underlying *sense* or meaning of the text. Overall, contextual usage is a crucial approach for correctly understanding technical terminology and translating it with precision. It enhances the quality of translation and helps in providing clear and accurate information to readers.

6. Quality Assurance and Validation:

Quality Assurance and Validation are considered to be the most critical stages in the processes of terminology management and translation. During this stage, a comprehensive examination is conducted to verify whether the technical terminology employed is accurate, appropriate for the relevant field, and easily comprehensible to the target audience. The quality of the translation can be

significantly enhanced by ensuring that every term is utilized within its correct context. This stage holds particular significance in scientific and technical documentation. Peer Review or Expert Validation plays a pivotal role in this process. Experienced subject matter experts review the text to verify the accuracy, meaning, and appropriate usage of the terminology. This practice serves to minimize errors within the translation and elevate its overall quality. By incorporating feedback from experts within the specific domain, the terminology attains a higher degree of standardization.

Aspect	Description	Methods	Frequency
Terminology Accuracy	Verify terms are precise, contextually relevant, and clear for the target audience (e.g., students or researchers in humanities).	Manual review against domain standards; cross-check with glossaries or corpora.	Initial draft and final review.
Relevance Check	Confirm terms align with audience needs and avoid jargon overload.	Audience profiling; feedback from sample users.	During content development.
Understandability	Assess if terms are comprehensible without excessive explanation.	Readability tests (e.g., Flesch score); plain language audits.	Peer preview stage.
Peer Review	Expert or colleague validation for correctness and consistency.	Structured feedback forms; multi-reviewer consensus.	Pre-publication.
Expert Validation	Involve subject specialists (e.g., in	Formal sign-off or workshops.	Milestone reviews.

Aspect	Description	Methods	Frequency
	pedagogy or Indian traditions).		
Automated Tools	Integrate software for term consistency (e.g., duplicate checks, style enforcement).	Tools like AntConc for corpus analysis or custom scripts for term matching.	Ongoing during editing.

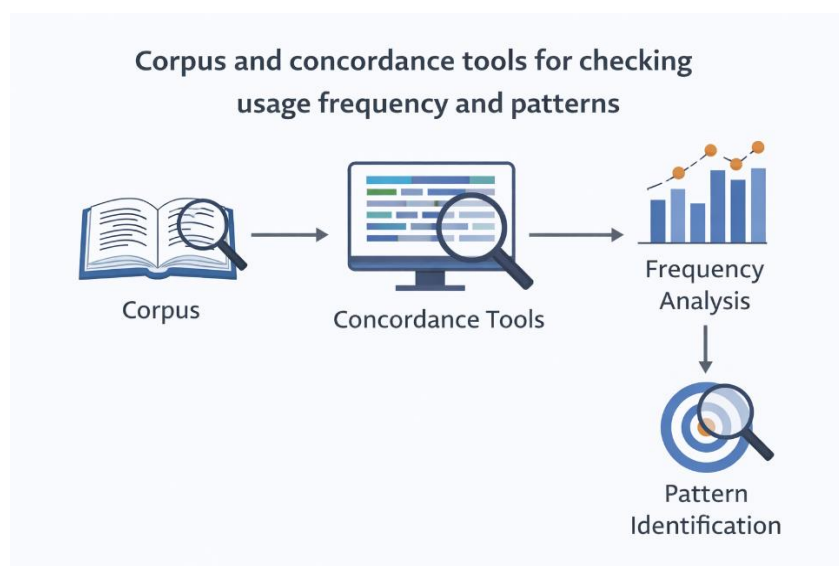
Furthermore, leveraging modern technology, Automated QA Tools are also employed in this process. These tools verify terminology consistency, identifying instances where a single term may have been translated in multiple different ways. Additionally, they detect spelling errors, inconsistencies in word usage, and other discrepancies, subsequently suggesting appropriate corrections. Overall, the quality assurance and standardization process are a crucial component that ensures the accuracy, clarity, and reliability of a translation. It plays a pivotal role in delivering accurate and high-quality information to readers. Therefore, it is essential to strictly implement this step in every translation project.

Tools and Technology – Technological Tools in Terminology Management:

Modern technological tools play a pivotal role in terminology management and the translation process. These tools assist translators in enhancing speed, accuracy, and consistency. Specifically, terminology management software—such as SDL MultiTerm, memoQ, and Wordfast—enables the systematic storage of technical vocabulary, ensuring easy retrieval whenever needed. By recording details such as the term itself, its definition, usage context, and origin within these tools, translators are empowered to maintain consistent terminology usage throughout the translation project.

Similarly, Machine Translation and AI-assisted Translation Tools accelerate the translation workflow. These tools are capable of translating large volumes of text in a relatively short time. However, it is essential to manually review the output generated by these tools, as there is a possibility of errors that may be inconsistent with the specific context. Nevertheless, they simplify the translator's task by providing a preliminary draft to build upon.

Furthermore, Corpus and Concordance Tools prove highly beneficial in the identification and management of terminology. These tools analyze extensive text corpora to identify word frequencies and usage patterns. By revealing the specific contexts in which a particular term is most frequently employed, these tools facilitate the selection of the most appropriate word for a given situation. Overall, these technological tools play a crucial role in enhancing translation quality by making vocabulary management more efficient. In the modern translation process, the effective utilization of these tools has become indispensable.



Domain-Specific Considerations:

Domain-specific considerations are regarded as a critical factor in the processes of vocabulary identification and translation. To accurately grasp the meaning of a word, it is essential to fully comprehend the specific technical domain in which it is employed. For instance, a single word may carry distinct meanings across diverse fields such as engineering, medicine, or information technology (IT). Consequently, a translator or researcher must possess foundational knowledge pertinent to that specific domain; without such understanding, there is a risk of misinterpreting the vocabulary.

Similarly, when translating technical terminology, it is imperative to adhere to Regulatory Standards and Industry Standards. Every domain is governed by specific standards and guidelines—for example, international standards are followed in the medical field, while technical standards are observed in engineering. By utilizing terminology in strict compliance with these standards, the overall quality and credibility of the text are significantly enhanced.

Furthermore, Cultural and Regional Variations constitute another crucial aspect that warrants careful attention. A single technical term may be utilized differently across various geographical regions; for instance, notable vocabulary distinctions exist between British English and American English. Additionally, the influence of local languages can also impact word usage. Therefore, it is essential to select appropriate terminology while keeping the background of the target audience firmly in mind. Overall, domain-specific considerations play a pivotal role in accurately comprehending technical terminology, producing precise translations, and conveying clear information to readers. By adhering to these considerations, the translation becomes more standardized, reliable, and effective.

Documentation and Guidelines:

Documentation and Guidelines are considered a critical component of technical translation and terminology management. The primary objective of this process is to develop a clear Style Guide or Translation Guideline specifically tailored for technical texts. These guidelines provide a standardized framework for translators, helping to ensure consistency and maintain quality throughout the text. By ensuring that all translators working on a single project—or across related documents—adhere to the same set of rules, linguistic integrity is effectively achieved.

These guidelines typically provide specific instructions regarding Term Usage. They clearly define how a particular technical term should be employed and specify its correct translation. Similarly, rules regarding the usage of Abbreviations are also established; for instance, these may include stipulations such as presenting the full form of a term upon its first occurrence, followed by the use of its abbreviated form thereafter.

Furthermore, clear guidelines regarding Capitalization are essential. These guidelines specifically dictate how capital letters should be applied—particularly in the context of headings, scientific terminology, or proper nouns. Additionally, the guidelines encompass rules pertaining to Formatting. This category covers various elements such as heading styles, paragraph structure, font sizing, and the usage of indices or lists. Overall, documentation and guidelines serve as the essential

foundation for managing the translation process in a systematic, standardized, and efficient manner. By adhering to them, text quality is enhanced, enabling the delivery of clear and comprehensive information to readers.

Training and Collaboration:

Training and collaboration play a pivotal role in technical translation and terminology management. It is absolutely essential that translators, editors, and terminologists all share a common understanding of terminology standards. To achieve this objective, organizations must regularly conduct training programs and provide clear guidelines regarding the usage of standardized terminology. Through such training, translators develop the capacity to gain a deep understanding of the precise meaning, usage, and context of technical terms.

Similarly, effective communication among the various individuals involved in the translation process is of paramount importance. In particular, there must be mutual collaboration between Subject Matter Experts (SMEs) and translators. SMEs provide the technical knowledge and precise terminology specific to their respective fields, while translators transform that knowledge into the appropriate linguistic form. Through this interaction, the resulting translation becomes more accurate and standardized.

Furthermore, this collaborative approach facilitates discussions regarding ambiguous terms, enabling the team to make sound decisions. Any doubts arising during the selection of the most appropriate translation for a specific term can be resolved with the assistance of SMEs. This is crucial for maintaining the integrity of the terminology. Moreover, effective teamwork enhances overall project performance and ensures adherence to project timelines. Overall, training and collaboration serve as key tools in enhancing translation quality, maintaining vocabulary standards, and establishing effective communication. By adopting these practices, the technical translation process becomes more comprehensive and reliable.

Conclusion:

Vocabulary management and the technical translation process stand as highly significant disciplines within the field of linguistics. In this process, every stage—ranging from vocabulary identification to training and collaboration—functions through mutual interconnection. The accurate identification of technical terms establishes a strong foundation for translation. Similarly, consistency in meaning is achieved through the clear definition and standardization of terminology. Through

the management of vocabulary databases, terminology can be systematically stored and kept ready for future use.

Adhering to integrity in translation enhances the quality of the text and ensures clarity for the readers. By taking contextual usage into account, ambiguities in meaning are effectively avoided. Through quality assurance and standardization, the translation gains both accuracy and credibility. The utilization of modern tools and technology renders this process faster and more efficient.

Furthermore, by adhering to domain-specific considerations, technical terminology is utilized within the appropriate context. Following documentation and guidelines provides a standardized direction for the translation process. Finally, through training and collaboration, coordination among translators, subject matter experts, and other stakeholders is enhanced, thereby further improving the overall quality of the entire process. In summary, by comprehensively integrating all these elements, technical translation becomes more accurate, efficient, and standardized.

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