

QC Specialties

HoloResort Translations has three different QC roles: Language QC (LQC), Subbing QC (SQC) and Release QC (RQC).

UPDATED NOTE: The individual steps for LQC and SQC are deprecated in the new workflow. The roles will continue to exist. Please refer to the new workflow guide.

Language QC (LQC)

LQCers are team members from the translators, proofreaders, or RQC pools. LQC is done at the same time as the Subbing QC.

The LQC reviews the first draft of subbed clips to check both the translation and the proofreading quality. They are expected to be the main quality control for translation and grammatical/syntax issues. LQCs are team members with both **source language and target language proficiency**. **A job well-done by LQC should result in no proofreading issues at the RQC step.**

LQCs are expected to point out issues in the TL/PR process and make some suggestions. The revisions are to be confirmed and approved by the translators/proofreaders. LQCs are welcome to suggest a fix themselves.

RQCs may also “throw back” an issue to the LQC for review. It is up to the LQC to decide if the issue can be resolved by themselves or if the TL/PR needs to be involved.

LQCers should be aware of the TL/PR guides.

Note that LQCers **cannot** volunteer themselves or be assigned to a project if they’re already the translation checker/proofreader for that project.

LQCers should:

- Watch the clips.
- List out issues using the QC document.
- Inform and continually discuss with TLs/PRs until all issues are resolved.

Subbing QC (SQC)

This is a subset of the subbing role and isn’t covered in this document.

Release QC (RQC)

RQCs serve as a “catch-all, last-check” role.

RQC is done at the very end of the pipeline before we upload the video.

The RQC reviews a completed video in full to check every aspect of the video making process with the intention of finding any issues to return to other team members. **The RQC should be hawk-eyed and detail-oriented.**

- In terms of TL/PR/SB: The RQC is the one to find the 2% of errors that slipped through previous QC steps. The RQC may even disagree with previous QCers for the video.
- In terms of ED/TH: The RQC is the sole reviewer.

The RQC also prepares a video for release by preparing a META document and collecting information relevant to the clip.

See QC Steps for a detailed list of steps for RQC.

RQCers should:

- Watch the finished clip with undivided attention. It is encouraged to watch at least twice.
- Review the actions taken by other members in full, and remove any doubts.
- List out issues using the QC document.
- Inform and continually discuss with team members until all issues are resolved.
- Give the final say in releasing a clip to the server managers.

Revision #1

Created 2026-04-08 17:54:06 UTC by HoloResort Translations

Updated 2026-04-08 18:01:24 UTC by HoloResort Translations