Multilingual Course Localization Checklist

One pass before you localize a lesson: verify the source, lock terminology, post-edit the machine translation, separate text from pixels, tag languages, deliver per language, and track the chosen language.

A. Source first

- [ ] Start from a human-verified transcript in the source language
- [ ] Fix automatic captions before translating — an error multiplies across languages
- [ ] Capture speaker labels and on-screen text as translatable strings

B. Terminology & quality

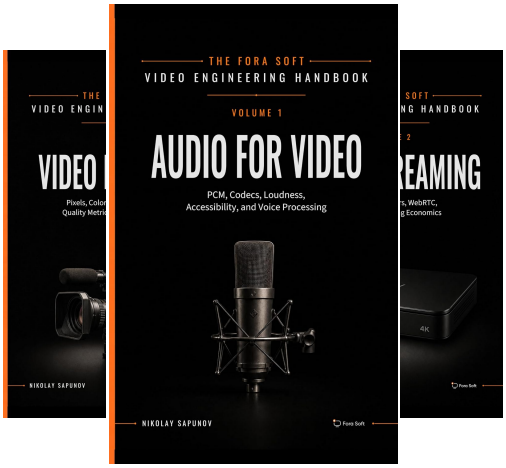
- [ ] Build a locked glossary of domain terms, product names and acronyms
- [ ] Feed the glossary to the MT engine and enforce it in review
- [ ] Post-edit every language; scrutinise the segments quality estimation flags as risky

C. Engineering

- [ ] Separate content from locale — one course, swappable language layer, no per-language fork
- [ ] Tag every track with a BCP 47 code (en, es-419, pt-BR)
- [ ] Ship one WebVTT subtitle file per language via the HTML track element
- [ ] Keep slide and quiz text out of the video pixels

D. Packaging & tracking

- [ ] For SCORM, verify launch, completion logic and identifiers survive each language rebuild
- [ ] Use identical xAPI event names across languages so one metric is not split into many
- [ ] Wire xAPI cc-subtitle-lang to record the language each learner selects
- [ ] Meet WCAG 2.1 captions criteria per language, not only the source



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This checklist covers the source, terminology, engineering and tracking steps before you localize a lesson. Our seven-volume handbook covers the video stack under a multilingual course: start with Volume 4 for captions, accessibility and speech audio, then Volume 3 for subtitles in the player and Volume 1 for encoding the lecture video once.

WHAT YOU WILL FIND INSIDE

- Captions and accessibility rules per language
- Speech audio and voice tracks for dubbed lessons
- WebVTT subtitles and how players render them
- Encoding one master for every language version

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Localizing a video course into several languages?

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