Quality Review Report

Illustrative sample · Account security guidance translation

Report ID: SARD-QA-DEMO-01 | Complete for demonstration

Review summary

The first version omitted the negation in a password-sharing instruction, reversing its meaning. Approval was held until the text was corrected and rechecked. This sample records critical, major and minor findings.

Material	Work type	Evaluation size
Account security guidance	English to Arabic translation	1,000 words

Score and approval decision

69 / 100	100 / 100
Before correction	After correction
On hold · open critical finding	**Passed recheck**

Illustrative calculation: 31 penalty points ÷ 1,000 evaluation words. Raw score: 96.9/100; calibrated score: 69/100. The open critical finding blocks approval regardless of raw score. After all three findings are corrected and verified: 100/100.

Findings and actions

QF-01	Critical · 25 points	Corrected and verified
Source	Never share your password with anyone.	
Before correction	شارك كلمة مرورك مع أي شخص.	
After correction	لا تشارك كلمة مرورك مع أي شخص.	
Impact and action	The negation was omitted, reversing a security instruction. The text was corrected and verified before release was unblocked.	

QF-02	Major · 5 points	Corrected and verified
Source	Use a unique password for every account.	
Before correction	استخدم كلمة مرور واحدة لجميع الحسابات.	
After correction	استخدم كلمة مرور مختلفة لكل حساب.	
Impact and action	The translation changed the security recommendation. The sentence was corrected and its meaning rechecked.	

QF-03	Minor · 1 point	Corrected and verified
Source	Punctuation and spacing in a short instruction.	
Before correction	Inconsistent punctuation and spacing.	
After correction	Formatting aligned with the style guide.	
Impact and action	The formatting was corrected and checked against the approved style guide.	

Review decision

Before correction: on hold because a critical finding remained open. After correction, all three deliverables were rechecked and findings closed. Illustrative outcome: ready for approval and delivery.

About this sample

This fictional report demonstrates the format and calculation only. It does not represent client work or guarantee results. We set weights and acceptance thresholds for each project.

Reference weights: Neutral 0, Minor 1, Major 5, Critical 25. Taxonomy reference: MQM-Full Master; scorecard reference: MQM 2.0 Dual Scorecard. Use of these references does not imply MQM or ISO certification.