



DIPLOMATIC LANGUAGE SERVICES  
Language Matters™

## WHO WE ARE

For almost 30 years, Diplomatic Language Services (DLS) has been a leading provider of language services to the federal government, military, private companies, and nonprofit organizations. From language and cultural training to translation, interpretation, and localization, we maintain a single objective: **understanding and exceeding our customers' expectations.**

## DLS' OPERATING PRINCIPLES

- Quality** Providing detail-oriented, quality language services with consistent attention to the client's needs
- Responsiveness** Placing high priority on serving our customers in a timely manner and adapting quickly to their needs
- Trust and Respect** Interacting with our customers positively and building relationships based on honesty and solid business ethics
- Forward Thinking** Seeking ways not only to solve problems, but to turn the better into the best

## DLS' CLIENTS

US Air Force • US Army • US Marine Corps • US Navy • Defense Language Institute • USAID • US Special Operations Command • Naval Special Warfare Command • Department of Agriculture • Department of Commerce • Department of State • Department of the Treasury • Federal Bureau of Investigation • Foreign Service Institute • National Virtual Translation Center • American Progress • Embassy of Peru • Exelis • Integreon • IREX • Public Broadcasting Service (PBS) • The Maureen and Mike Mansfield Foundation • QuadraMed • SRA International • World Wildlife Fund

## DLS AT A GLANCE



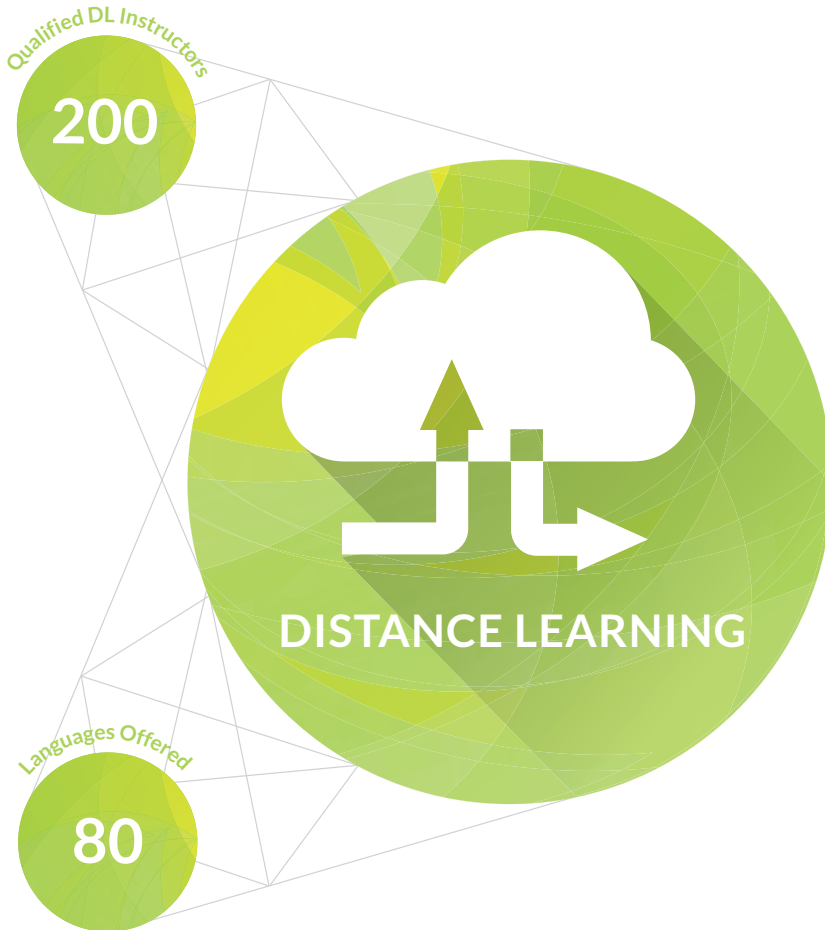
# LANGUAGE & CULTURAL TRAINING

Our full- or part-time language and cultural training programs are taught by experienced instructors who collaborate with a highly qualified Language Training Supervisor. These programs are tailored to the client's interests, goals, and timeline.

Our Language Training Programs include:

- One-on-one
- Small group classes
- More than 85 languages
- Proficiency-based approach
- Progress assessed on Interagency Language Roundtable proficiency levels
- Integrated cultural training





## DISTANCE LEARNING

DLS eStudio is an online learning alternative that provides flexibility and adaptability for those located outside the DC metro area. It offers an opportunity to continue studying with current instructors after leaving the area.

DLS eStudio includes:

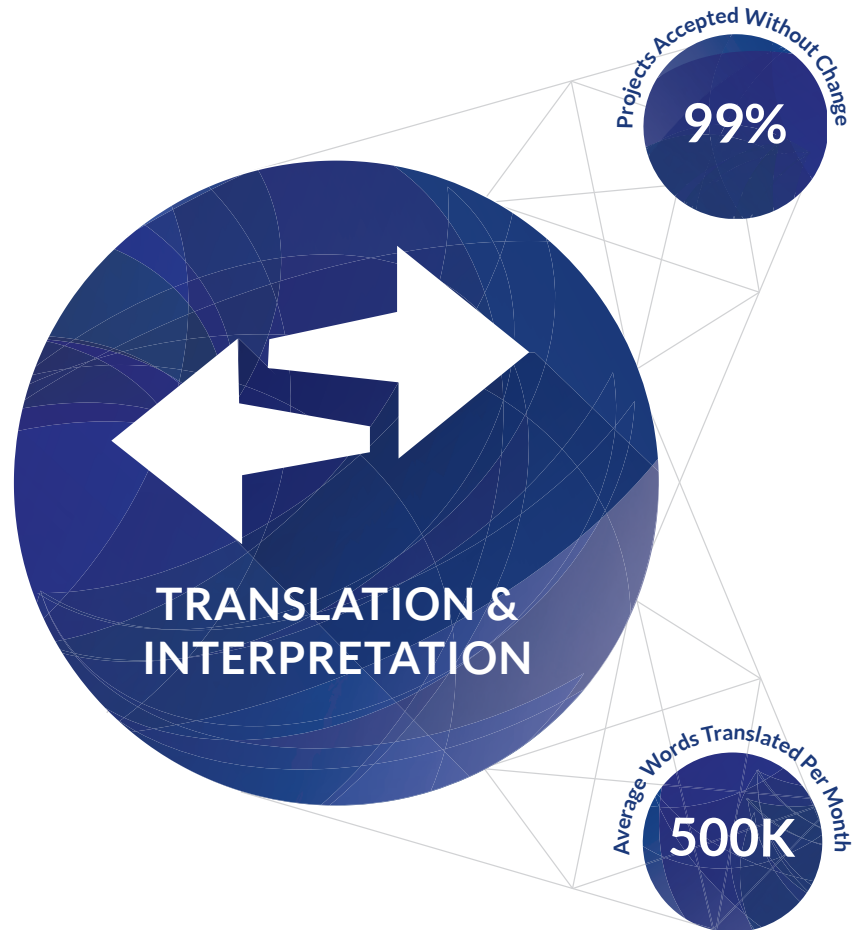
- Online learning portal
- Integrated video conferencing platform
- Interactive tools—web-cams and screen sharing capabilities
- Repository for class materials and recordings

# TRANSLATION & INTERPRETATION

DLS provides professional translation and interpretation services in 85+ languages through a network of over 6,000 professional linguists worldwide. All of our pre-screened translators and interpreters are native-speaking linguists with extensive experience in their respective fields.

Our translation & interpretation services include:

- Document Translation & Transcription
- Consecutive & Simultaneous Interpretation
- Machine Translation





## LOCALIZATION

Using a rich understanding of language, culture, and the nuances of translation, DLS provides localization services for websites and software. Our language and culture experts work with software and website engineers to ensure clients successfully launch their products and services in international markets. Upon going through our 13-step localization process, the final products:

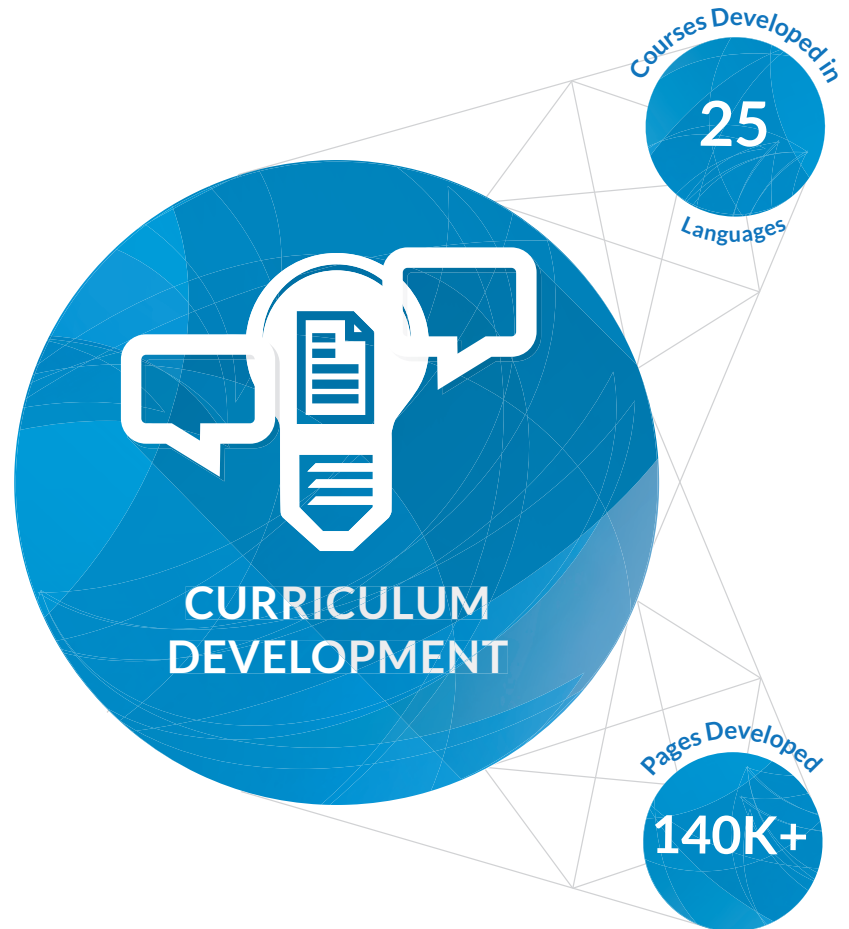
- Are adapted for local customs and culture
- Include updated graphics, colors, and information for local audiences

# CURRICULUM DEVELOPMENT

DLS develops customized, proficiency-based and capability-based curricula focused on each customer's teaching and learning objectives. Our instructional design experts, experienced linguists, and editing team work together to create language curricula according to each client's unique needs.

Our curriculum development services include:

- Face-to-Face Classroom Materials
- Online Learning Objects
- Customized Teaching & Learning Objectives





## LINGUIST SUPPORT

DLS provides qualified linguists in over 85 languages, at clearance levels from Secret to TS/SCI with FS Polygraph, both CONUS and OCONUS. DLS' database of linguists includes more than 1,000 fully-vetted subject matter experts with technical expertise.

Our linguist support services include:

- Interpretation – Simultaneous, Consecutive, Escort
- Document Exploitation
- Analysis
- Role Players



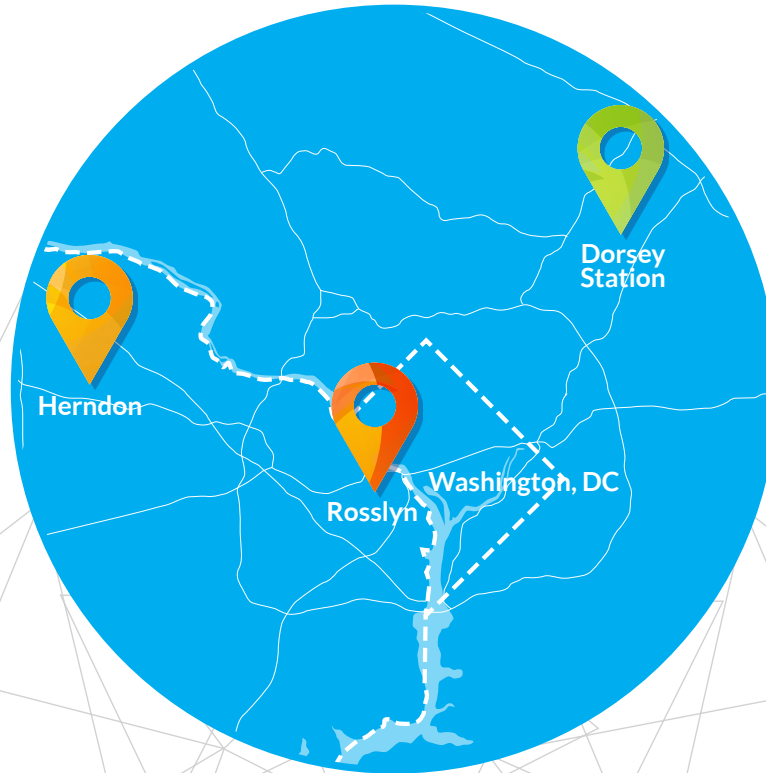
# ENGLISH AS A FOREIGN LANGUAGE

DLS' English as a Foreign Language (EFL) programs meet a wide range of client needs, from large-scale international programs to local, one-on-one classes. All our EFL instructors have extensive teaching experience and hold advanced degrees in the field.

Our EFL services include:

- Recruitment & Staffing for International Clients and Corporate Partners
- Overseas Instruction in General and Business English
- Customized, One-on-One Local Training





*5 min to Reston  
Town Center*

### **DLS HERNDON, VA**

13800 Coppermine Rd  
Herndon, VA 20171

*Across street from  
Rosslyn Metro*

### **DLS ROSSLYN, VA**

1901 N Ft Myer Dr, Suite 600  
Arlington, VA 22209

*15 min to  
Ft. Meade, MD*

### **DLS DORSEY STATION, MD**

6865 Deerpath Rd, Suite 102  
Elkridge, MD 21075



DIPLOMATIC  
LANGUAGE  
SERVICES

## ACCREDITATIONS

GSA Schedule  
GS-10F-0225J  
CAGE/NCAGE  
4P1F5  
DUNS  
791535151

## NAICS CODES

Language Schools  
611630  
Educational Support Services  
611710  
Translation and Interpretation Services  
541930

## Connect With Us



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703-243-4855



[www.dlsdc.com/blog](http://www.dlsdc.com/blog)



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