

EXERCISE: BT 5

Module:	Transfer Skills
Type of Exercise:	Dialogue interpreting observation sheet
Topic:	Professional practice
Learning Outcome(s):	On completion of this exercise, trainees will be able to: <ul style="list-style-type: none">• identify aspects of good professional practice• analyse the role of the dialogue interpreter• provide feedback on an interpreter's performance.
Language Combination:	English/Other language
Equipment:	N/A
Time:	N/A
Suitable for:	Intermediate/Advanced
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Notes:	This observation sheet can be used to analyse professional practice in a face-to-face interpreted encounter. The observation criteria concentrate on the use of professional behaviours by the interpreter. The objective of the exercise is to promote discussion of features of the interpreted encounter and to encourage trainees to generate their own suggestions for good practice.

OBSERVATION CRITERIA

Use the following criteria in your observation of the interpreted event and record your observations by placing a tick (√) in the relevant box.

1. PROFESSIONAL SKILLS

During the interview did the interpreter:

	Yes	No	Partly	Notes
1.1 Introduce him/herself appropriately to both speakers and explain his/her role as interpreter in both languages ?				
1.2 Take brief notes during the interpretation to aid recall?				
1.3 Intervene at any point to ask for clarification or repetition? (If NO, go to question 1.5)				
1.4 When the interpreter intervened, did s/he explain the intervention to both speakers?				
1.5 Did the interpreter preserve a neutral position in the interview?				
1.6 Looking at the interview as a whole, did the interpreter's presence help the two speakers to communicate directly with each other?				
1.7 Did the interpreter consistently interpret in the first person (using 'I'/'we')?				
1.8 Looking at the interview as a whole, did the interpreter's manner				

suggest a clear understanding of the interpreter's role?				
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2. FAITHFULNESS OF INTERPRETATION

	Yes	No	Partly	Notes
2.1 Looking at the interview as a whole, was the interpretation provided faithful to the speech of both speakers? (If YES, go to question 2.6)				
2.2 Were any of the messages of either speaker <u>summarised</u> in the interpreter's rendition?				
2.3 Were any parts of the messages of either speaker <u>omitted</u> from the interpretation?				
2.4 Was anything <u>added</u> to the messages of either speaker in the interpretation?				
2.5 Was anything that was said by either speaker <u>changed or distorted</u> in the interpretation?				
2.6 Did the interpreter reflect the tone of voice, attitude and state of mind of the speakers in the interpretation?				

3. LANGUAGE USE

	Yes	No	Partly	Notes
3.1 Did the interpreter use correct grammar and syntax in both languages?				
3.2 Did the interpreter successfully				

translate specialist English terms into the other language?				
3.3 Did the interpretation reflect the same register as the original (e.g. formal, colloquial, conversational etc)?				

4. STATEMENTS

Read the statements below and indicate your response with a tick (✓) in the relevant column.

	Agree	Neither agree nor disagree	Disagree	Notes
4.1 The interpreter was professional at all times.				
4.2 The interpreter's manner helped the parties to express themselves freely and directly to each other.				
4.3 The interpretation accurately reflected the attitude and intentions expressed by the speakers.				
4.4 The interpreter successfully managed his/her role in the interview.				
4.5 The interpreter successfully coordinated the interpreted interaction, intervening where necessary.				
4.5 If I needed an interpreter, I would feel comfortable using the services of this interpreter myself.				

POINTS FOR DISCUSSION

1. Based on your responses to the questions in the tables above, which aspects of the interpreter's professional practice would you change, if any?
2. In each case, explain your reasons for recommending these changes.