



# WORKSHOP PROGRAM JULY - DECEMBER 2009

## TASMANIA

NAATI WORKSHOPS




## WORKSHOP PROGRAM JULY-DECEMBER 2009

NAATI test preparatory workshops offer the opportunity to familiarise yourself with all aspects of the NAATI tests, including format, procedure, level of difficulty as well as skills building for the profession. Your attendance at all or any of the sessions will facilitate your test preparation and enable you to undertake the examination more confidently. Most importantly your chances of passing the test will be maximised.

All workshops are conducted by experts in the field who offer a sound, practical understanding of test procedures, the theory and practice of translation and opportunities for passage practice.

**The July – December 2009 workshop program for Tasmania offers two separate Translating workshops. For the Interpreter workshop you should attend both sessions as this is a 2-session workshop.**

You should send in the registration form with payment as soon as you have decided which date you wish to attend. In the event that there are not enough candidates to proceed with a workshop, you will be offered an alternative workshop date or a full refund.



# INTERPRETER TEST PREPARATION

**Duration: 6 Hours (3 hours/day)**

**Facilitator: TBC**

This workshop offers a general overview of the Interpreter Tests.

Topics include:

- Brief history of NAATI and accreditation.
- Accreditation levels / Recognition.
- Competence standards.
- Structure and format of the test.
- How the test is conducted.
- How to prepare for the test.
- Marking / Examiner expectations.
- Understanding cultural and social questions and how they apply to interpreters.
- Understanding Ethics principles and how they apply to interpreters.
- Dialogue practice. Specific advice on interpreting dialogues and consecutive passages.

**WORKSHOP DATES:** Thursday 10 and Thursday 17 September 2009

**TIME:** 9:00 am to 12:00 pm

**FEE:** \$180.00 (including GST)

**ENROL EARLY TO SECURE YOUR PLACE**

# TRANSLATION TEST PREPARATION

**Duration: 3 Hours**

**Facilitator: TBC**

This workshop offers a general overview of the Translation Tests.

Topics include:

- Brief history of NAATI and accreditation.
- Accreditation levels / Recognition.
- Competence standards.
- What is translation?
- Structure and format of the test.
- How the test is conducted.
- How to prepare for the test.
- Marking / Examiner expectations.
- Understanding Ethics principles and how they apply to translators.
- Translation practice. Specific advice on LOTE into English translation, with support for translation from English into LOTE.

**WORKSHOP DATES:** Thursday 13 August 2009  
Thursday 1 October 2009  
Thursday 19 November 2009

**TIME:** 2:00 pm to 5:00 pm

**FEE:** \$90.00 (including GST)

**ENROL EARLY TO SECURE YOUR PLACE**

# MOCK TEST AND TRANSLATION PASSAGE ASSESSMENT

**Duration: 1 or 2 Hours**

**Facilitator: NAATI State Office Manager**

Having built your translation skills and developed your knowledge of the test, you are now ready to take a Mock Test and have your work assessed by a NAATI examiner.

- Choose to take one or two test passages.
- Actual test conditions.
- Passages are forwarded to NAATI examiners for assessment.
- Completed assessments with examiner feedback are forwarded to the candidate.
- Feedback categories:
  - ◇ Accuracy
    - Unjustified omissions
    - Mistranslations
    - Unjustified insertions
  - ◇ Comprehension of the original
  - ◇ Expression
    - Grammar
    - Spelling / Character selection
    - Punctuation

**DATE:** To be individually arranged

**FEE:** \$60.00 - one passage (including GST) or  
\$95.00 - two passages (including GST)

## LOCATION

### Where are the workshops held?

All the sessions are held in Seminar room 2, adjacent to the NAATI Office at Level 1, McDougall Building, Eilerslie Road, Battery Point.

### How do I get there?

#### ON FOOT

At the corner of Davey Street and Barrack Street, enter the Repatriation hospital complex adjacent to the Army barracks, walk to the far end of the complex following the signs to McDOUGALL BUILDING and go to the first floor.

OR

Walking along Sandy Bay Road TOWARDS the city, turn LEFT into Hampden Road, then left again into Eilerslie, you will see a car park and the sign for the McDOUGALL BUILDING, go to the first floor.

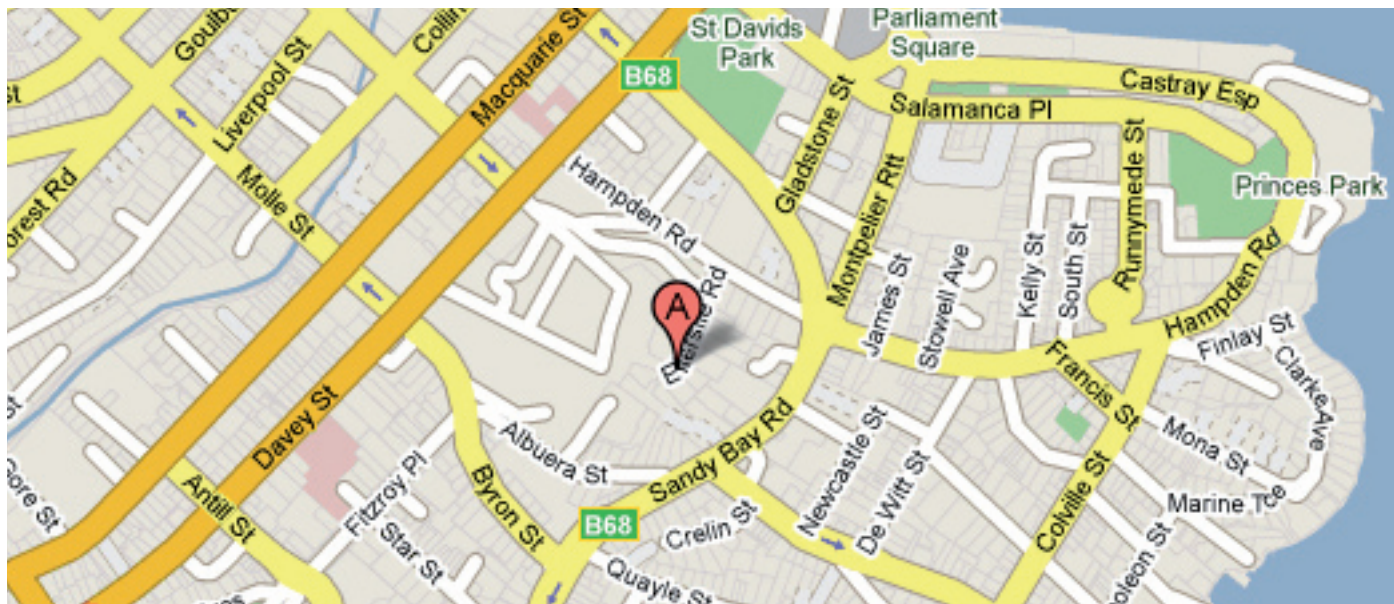
#### BY CAR

Turn LEFT off Davey Street into Hampden Road, then right into Eilerslie, you will see the sign for McDOUGALL BUILDING.

OR

Turn LEFT off Sandy Bay Road heading for the city, then LEFT into Eilerslie.

Please note that while there is metered parking in the area there is NO PARKING on site. The Car parking spots at McDougall building are all reserved and this is a tow away area.



### What do you need to bring to the workshops?

- It is advisable that participants obtain a copy of the NAATI booklet "Ethics of Translation and Interpreting: A Guide to Professional Conduct in Australia". A sample test is also a recommended study aid. All test preparation products are available from your local NAATI office.
- Please bring a pen and note paper to each workshop.
- All workshop participants will be provided with workshop notes.
- Tea and Coffee facilities will be provided at all workshops.

## NAATI WORKSHOP POLICY

1. Full payment is required before you undertake the workshop.
2. Cancellations must be in writing (mail, fax or email) to the NAATI State or Territory Office where you registered for the workshop.
3. If you cancel your registration more than 7 working days before the workshop your fees will be refunded.
4. If you cancel your registration 7 working days before the workshop your fees will be refunded less 15% of the fees paid.
5. If you cancel your registration 1-6 working days before the workshop your fees will be refunded less 25% of the fees paid.
6. When cancelling a session or sessions that were part of a discounted multiple booking, the refund will comprise of workshop session fee, less the discount and any other applicable cancellation fees.
7. If you cancel or do not attend on the day of the workshop, no fees will be refunded.
8. NAATI reserves the right to reschedule a workshop to a mutually convenient time if, for any reason, NAATI cannot hold the workshop on the date originally set.
9. All prices are inclusive of GST.

# WORKSHOP ENROLMENT FORM

Please return this form with correct payment to **NAATI Workshops PO Box 355 Sandy Bay TAS 7005**  
or fax to **03 6224 4914**

<b>NAATI Number:</b>	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 16.6%;"></td> <td style="width: 16.6%;"></td> <td style="width: 16.6%;"></td> <td style="width: 16.6%;"></td> <td style="width: 16.6%;"></td> <td style="width: 16.6%;"></td> </tr> </table>													
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<b>Language</b>														

**This declaration must be signed and dated**

- I have read and accept the terms and conditions of the NAATI Workshop policy.

Signature: \_\_\_\_\_ Date 

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## Select the workshop(s) you wish to attend

WORKSHOPS JULY-DECEMBER 2009	CLOSING DATE	TICK <input checked="" type="checkbox"/>	FEE	OFFICE USE ONLY
Translation Test Preparation 13 August	06/08/2009	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKT
Translation Test Preparation 1 October	24/09/2009	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKT
Translation Test Preparation 19 November	12/11/2009	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKT
Interpreter Test Preparation 10 and 17 September	03/09/2009	<input type="checkbox"/>	\$180.00 (incl. GST)	WORKI
<b>Mock Test (Passage Assessment) PLEASE ADVISE OF PREFERRED DATE</b>				
One Passage		<input type="checkbox"/>	\$60.00 (incl. GST)	Smark1
Two Passages		<input type="checkbox"/>	\$95.00 (incl. GST)	Smark2

**NAATI DOES NOT ACCEPT PERSONAL CHEQUES (ONLY AMO, BANK CHEQUES AND OVERSEAS DRAFTS)**

<b>Amount AUD\$:</b>		All payments must be made in Australian dollars (AUD)									
<small>(please tick <input checked="" type="checkbox"/> one)</small>											
<input type="checkbox"/> Australian Money Order		<input type="checkbox"/> Bank Cheque									
<input type="checkbox"/> Overseas Bank Draft		<input type="checkbox"/> Credit Card									
<small>A cheque purchased from a bank</small>											
<small>Credit Card details (please tick <input checked="" type="checkbox"/> one)</small>											
<input type="checkbox"/> Visa		<input type="checkbox"/> MasterCard									
<input type="checkbox"/> American Express											
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<b>OFFICE USE ONLY</b>	DATE RECEIVED:	
	CC <input type="checkbox"/> CHQ <input type="checkbox"/> AMO <input type="checkbox"/> CSH <input type="checkbox"/> DD <input type="checkbox"/> EFTPOS <input type="checkbox"/>	<b>AMOUNT PAID:</b>
	ENTERED BY:	DATE:
	RECEIPT NUMBER:	TRANSACTION NUMBER: