



# PROFESSIONAL DEVELOPMENT WORKSHOP PROGRAM 2010

## WESTERN AUSTRALIA

NAATI WORKSHOPS

# PROFESSIONAL DEVELOPMENT WORKSHOP PROGRAM 2010

NAATI professional development workshops offer you the opportunity to develop new contacts in the T/I industry, as well as improve your skills.

All workshops are conducted by practitioners in the field who offer a sound, practical understanding of working as translators or interpreters. The workshops are designed to be collegial, relying on participation by practitioners who share their experiences and expertise.

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.

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## Editing and Proofreading for Translators

**Facilitator: Bhim Nagpal**

Topics include:

- Hints and ideas for improved editing.
- Improving text flow through information ordering.
- Punctuation and Grammar.
- Dealing with author citations.

**WORKSHOP DATE: Wednesday 3 February 2010**

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

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

**ENROL EARLY TO SECURE YOUR PLACE**

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## Taxation and Small Business in the T/I Industry

This workshop will be presented by a professional tax consultant, who will be able to assist you in understanding business requirements for small businesses and sub contractors.

If you are confused about registering for GST, what records to keep, what claims you can make on your tax return, then this workshop will answer your questions.

Topics include:

- ATO requirements and record keeping.
- PAYG tax for self-employed.
- Dealing with the GST.
- Managing multiple incomes on your tax return.

**WORKSHOP DATE: Thursday 18 March 2010**

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

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

**ENROL EARLY TO SECURE YOUR PLACE**

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## Interpreting for Trauma Victims

**Facilitator: Karen Bontempo**

Topics include:

- Managing your own emotions.
- Vicarious trauma.
- Debriefing options.
- Ethical dilemmas.

**WORKSHOP DATE: Tuesday 11 May 2010**

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

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

**ENROL EARLY TO SECURE YOUR PLACE**

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## Is Culture Important as a Context for Translating?

**Facilitator: Mary Gurgone**

Topics include:

- Language and culture – the symbiotic relationship.
- Influence of culture on writing and reading texts.
- Influence of culture on Translators - biculturalism.

**WORKSHOP DATE: Thursday 24 June 2010**

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

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

**ENROL EARLY TO SECURE YOUR PLACE**

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## Interpreting in Courts of Law

**Facilitator: TBC**

Topics include:

- Expectations of the Courts.
- Dealing with lawyers and judges.
- The role of the interpreter in Court.
- The ethics of Court interpreting.

**WORKSHOP DATE: Wednesday 28 July 2010**

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

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

**ENROL EARLY TO SECURE YOUR PLACE**

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## Neologisms

**Facilitator: TBC**

Topics include:

- Choosing the correct term in a changing language environment.
- How changing language impacts translators.
- Accurate translation with new words.
- Ethical dilemmas

**WORKSHOP DATE: Tuesday 3 August 2010**

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

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

**ENROL EARLY TO SECURE YOUR PLACE**

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## Interpreting in the Health Sector

**Facilitator: TBC**

Topics include:

- Jargon and register of language use.
- Dealing with health professionals.
- The role of the interpreter.
- Ethical dilemmas faced by health interpreters.
- Appropriate client interaction and bedside manner.

**WORKSHOP DATE: Thursday 21 September 2010**

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

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

**ENROL EARLY TO SECURE YOUR PLACE**

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## LOCATION

All the sessions are held in the NAATI Office unless otherwise stated. The address is:

**Suite 5, 72 Canning Highway  
Victoria Park  
WA 6100**

### **How do I get there?**

By car:

Please note that while there are public car parks in the area (behind Bunnings opposite 72 Canning Highway) there is NO PARKING on site.

By bus:

Catch the 106 bus from the Busport in the City. Get off at the first stop after crossing Berwick Street (after the Causeway) near McDonalds.

PUBLIC TRANSPORT INFORMATION - Phone: 13 62 13

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

- 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.
- Morning tea will be provided for all participants. If you have any dietary requirements, please advise NAATI staff at registration.

## 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 711 Victoria Park WA 6979 or fax to 08 9472 5433**

NAATI Number:

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Title

Mr  Mrs  Ms  Miss  Other *please Specify*

Given name

Family name

Postal address

Suburb

State

Postcode

Contact number (BH)

( )

Contact number (AH)

( )

Email

DOB:

D	D	/	M	M	/	Y	Y	Y	Y
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**This declaration must be signed and dated**

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

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

Date

D	D	/	M	M	/	Y	Y	Y	Y
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**Select the workshop(s) you wish to attend.**

**WORKSHOPS 2010**

**CLOSING DATE**

**TICK**

**FEE**

Editing and Proofreading for Translators - 3 February 2010	28/01/2010	<input type="checkbox"/>	\$90.00 (incl. GST)
Taxation and Small Business in the T/I Industry - 18 March 2010	11/03/2010	<input type="checkbox"/>	\$90.00 (incl. GST)
Interpreting for Trauma Victims - 11 May 2010	07/05/2010	<input type="checkbox"/>	\$90.00 (incl. GST)
Is Culture Important as a Context for Translating - 24 June 2010	18/06/2010	<input type="checkbox"/>	\$90.00 (incl. GST)
Interpreting in Courts of Law - 28 July 2010	22/07/2010	<input type="checkbox"/>	\$90.00 (incl. GST)
Neologisms - 3 August 2010	29/07/2010	<input type="checkbox"/>	\$90.00 (incl. GST)
Interpreting in the Health Sector - 21 September 2010	16/09/2010	<input type="checkbox"/>	\$90.00 (incl. GST)

NAATI does not accept personal cheques (only AMO, BANK CHEQUES and OVERSEAS DRAFTS)

Amount \$AUD:

**All payments must be made in Australian dollars**

(Please tick  one)

- Australian Money Order  
  Bank Cheque (a cheque purchased from a bank)  
  Overseas Bank Draft  
 Credit or Debit Card  
  Cash (payable at any NAATI office)

Card details (Please tick  one)

- Visa  
  MasterCard  
  Amex  
  Debit card (ONLY at a NAATI office)

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Credit card number

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Security number if requested

M	M	/	Y	Y
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Expiry date

Card holder's name

Card holder's signature

Date

D	D	/	M	M	/	Y	Y	Y	Y
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OFFICE USE ONLY

DATE RECEIVED:

CC  CHQ  AMO  CSH  DD  EFTPOS

AMOUNT PAID:

ENTERED BY:

DATE:

RECEIPT NUMBER:

TRANSACTION NUMBER: