



WORKSHOP PROGRAM JANUARY-JUNE 2010

WESTERN AUSTRALIA

NAATI WORKSHOPS

WORKSHOP PROGRAM JANUARY-JUNE 2010

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 2009 Workshop program offers several workshop dates to suit your timetable. Note that for Translating workshops you only choose to attend ONE of the workshop dates as this is not a workshop series. For the Interpreter workshops you should attend TWO consecutive dates as they are 2-session workshops.

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: Tuesday 16 and Wednesday 17 February 2010

Tuesday 20 and Wednesday 21 April 2010

Tuesday 6 and Wednesday 7 July 2010

TIME: 9:00 am to 12:00 pm

FEE: \$180.00 (including GST)

ENROL EARLY TO SECURE YOUR PLACE

ETHICS FOR INTERPRETERS' TEST PREPARATION

Duration: 3 Hours - Facilitator: TBC

This workshop provides an in-depth and practical study of the AUSIT Code of Ethics as it applies to NAATI tests.

Topics include:

- AUSIT Code of Ethics.
- Professional Conduct.
- Ethical dilemmas.
- Practical problem solving.
- How to approach the test questions.

WORKSHOP DATES: Tuesday 23 February 2010

Tuesday 4 May 2010

TIME: 9:00 am to 12:00 pm

FEE: \$90.00 (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 25 February 2010
Wednesday 24 March 2010
Wednesday 5 May 2010
Tuesday 1 June 2010

TIME: 9:00 am to 12:00 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 the NAATI Office at Suite 5, 72 Canning Highway, Victoria Park.

How do I get there?

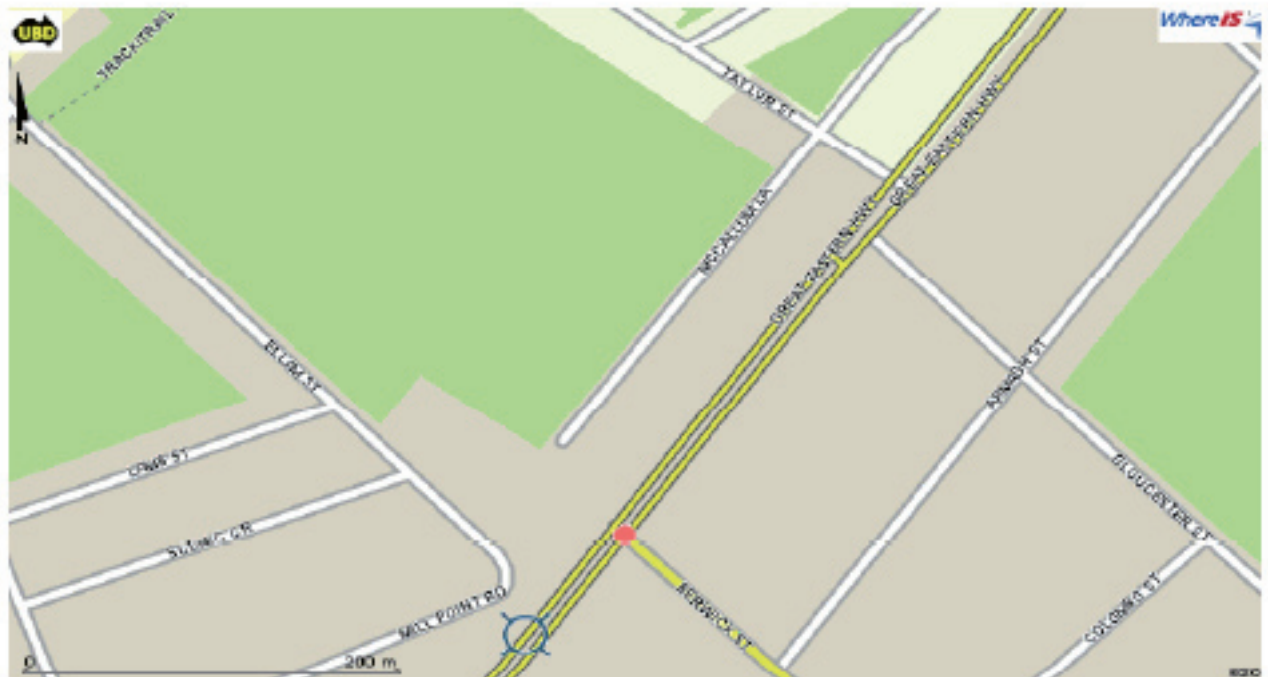
BY CAR

Please note that while there are public carparks 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?

- 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.

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
---	---	---	---

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:

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:** / /

Language

Select the workshop(s) you wish to attend

WORKSHOPS JANUARY-JUNE 2010	CLOSING DATE	TICK <input checked="" type="checkbox"/>	FEE	OFFICE USE ONLY
Interpreter Test Preparation 16-17 February	10/02/2010	<input type="checkbox"/>	\$180.00 (incl. GST)	WORKI
Interpreter Test Preparation 20-21 April	13/04/2010	<input type="checkbox"/>	\$180.00 (incl. GST)	WORKI
Interpreter Test Preparation 6-7 July	01/07/2010	<input type="checkbox"/>	\$180.00 (incl. GST)	WORKI
Ethics for Interpreters' Test Preparation 23 February	17/02/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	
Ethics for Interpreters' Test Preparation 4 May	28/04/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	
Translation Test Preparation 25 February	17/02/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKT
Translation Test Preparation 24 March	16/03/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKT
Translation Test Preparation 5 May	28/04/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKT
Translation Test Preparation 1 June	27/05/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKT
Mock Test (Passage Assessment) PLEASE ADVISE OF PREFERRED DATE				
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)

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)

/

Credit card number Security number if requested Expiry date

Card holder's name

Card holder's signature **Date** / /

OFFICE USE ONLY	DATE RECEIVED: <input type="text"/>	
	CC <input type="checkbox"/> CHQ <input type="checkbox"/> AMO <input type="checkbox"/> CSH <input type="checkbox"/> DD <input type="checkbox"/> EFTPOS <input type="checkbox"/>	AMOUNT PAID: <input type="text"/>
	ENTERED BY: <input type="text"/>	DATE: <input type="text"/>
	RECEIPT NUMBER: <input type="text"/>	TRANSACTION NUMBER: <input type="text"/>