



WORKSHOP PROGRAM JULY-DECEMBER 2010

WESTERN AUSTRALIA

NAATI WORKSHOPS

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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 2010 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 6 and Wednesday 7 July 2010
Tuesday 5 and Wednesday 6 October 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 10 August 2010
Thursday 21 October 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: Wednesday 21 July 2010
Thursday 16 September 2010
Tuesday 30 November 2010

TIME: 9:00 am to 12:00 pm

FEE: \$90.00 (including GST)

ENROL EARLY TO SECURE YOUR PLACE

TRANSLATION PRACTICE TEST

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 Translation Practice Test and have your work assessed by a NAATI examiner.

To apply for a Translation Practice Test:

- Complete a registration form and choose a session. Sessions need to be booked with the State office.
- You may complete one or two passages under test conditions.
- The passage(s) will then be forwarded to a NAATI examiner for assessment.
- They will then be returned to you together with a comment sheet detailing your strengths and weaknesses. The passages will also be marked with the examiners standard marking symbols.
- Feedback categories:
 - ◇ Accuracy
 - Unjustified omissions
 - Mistranslations
 - Unjustified insertions
 - ◇ Comprehension of the original
 - ◇ Expression
 - Grammar
 - Spelling / Character selection
 - Punctuation

USE OF DICTIONARIES AND OTHER RESOURCES

NAATI permits and encourages the use of the following resources in translation tests:

a) Dictionaries b) Glossaries c) Thesauri

NAATI does not supply resources for use in tests. Candidates are responsible for providing their own resources.

Use of all such resources is subject to the conditions of the NAATI Policy for the Use of Resources in Paraprofessional Translator and Translator Tests. Visit the NAATI website for more information:

www.naati.com.au and click the testing link.

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?

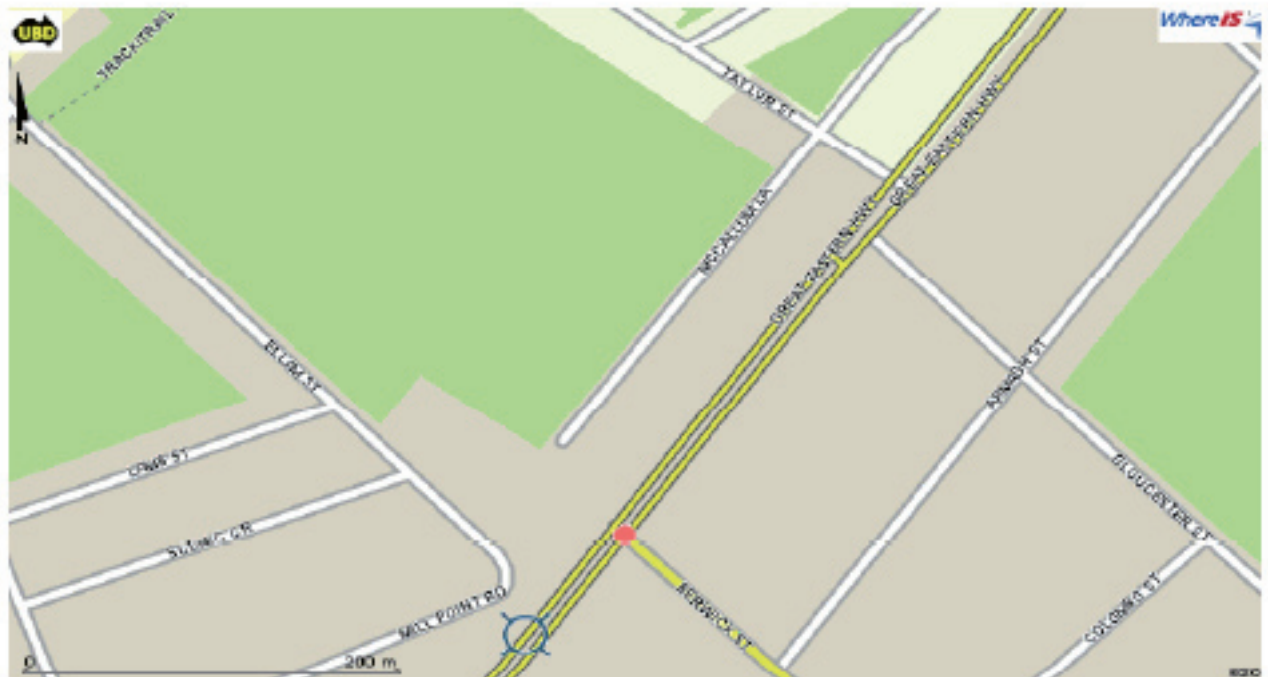
BY CAR

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.

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:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>				
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other <i>please Specify</i> <input type="checkbox"/>				
Given name					
Family name					
Postal address					
	Suburb		State		Postcode
Contact number (BH)	()		Contact number (AH)	()	
Email			DOB:	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Language					

This declaration must be signed and dated

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

Signature: _____ Date / /

Select the workshop(s) you wish to attend

WORKSHOPS JULY-DECEMBER 2010	CLOSING DATE	TICK <input checked="" type="checkbox"/>	FEE	OFFICE USE ONLY
Interpreter Test Preparation 6-7 July 2010	30/06/2010	<input type="checkbox"/>	\$180.00 (incl. GST)	WORKITP
Interpreter Test Preparation 5-6 October	25/09/2010	<input type="checkbox"/>	\$180.00 (incl. GST)	WORKITP
Ethics for Interpreters' Test Preparation 10 August	03/08/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKETH
Ethics for Interpreters' Test Preparation 21 October	14/10/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKETH
Translation Test Preparation 21 July	17/02/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKTTP
Translation Test Preparation 16 September	16/03/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKTTP
Translation Test Preparation 30 November	28/04/2010	<input type="checkbox"/>	\$90.00 (incl. GST)	WORKTTP
Translation Practice 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		
<small>(Please tick <input checked="" type="checkbox"/> one)</small>				
<input type="checkbox"/> Australian Money Order		<input type="checkbox"/> Bank Cheque (a cheque purchased from a bank)		<input type="checkbox"/> Overseas Bank Draft
<input type="checkbox"/> Credit or Debit Card		<input type="checkbox"/> Cash (payable at any NAATI office)		
<small>Card details (Please tick <input checked="" type="checkbox"/> one)</small>				
<input type="checkbox"/> Visa		<input type="checkbox"/> MasterCard		<input type="checkbox"/> Amex
<input type="checkbox"/> Debit card (ONLY at a NAATI office)				
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>		
<small>Credit card number</small>		<small>Security number if requested</small>		<small>Expiry date</small>
Card holder's name				
Card holder's signature		Date <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
OFFICE USE ONLY	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"/>		AMOUNT PAID:	
	ENTERED BY:		DATE:	
	RECEIPT NUMBER:		TRANSACTION NUMBER:	