SCREENING TEST PREPARATION COURSES 2018

Distance at times often makes it difficult for individuals to access training opportunities. To assist individuals seeking certain NAATI credentials, NAATI has developed two courses (hosted on the Totara Learning Management System) that can be accessed by anyone with a computer and internet connection.

These courses are meant to assist individuals wishing to prepare for the intercultural and ethical competency screening tests. They are not a replacement for tertiary qualifications and it is not compulsory to complete them. Completing these courses (on their own) will not be enough to satisfy the training requirements to access certification testing.

Suggested Computer Specifications

Although these courses may work on older internet browsers, it is strongly recommended you use one of the following browsers:

- Chrome: The latest stable desktop release.
- Firefox: The latest stable release.
- Microsoft edge: The latest stable release.
- Safari (for desktop) 10.
- Internet Explorer 11.
- iOS Safari 9.
- Android mobile browser: The latest stable release.
- Chrome for Android mobiles: The latest stable release.

You will also need to have the latest version of Flash player and JavaScript enabled.

If you ever have technical issues logging in or using the Totara LMS, please contact NAATI.

Course Length & Dates

Each course should take around 10-15 hours to finish and can be completed at any time within a six week period.

You will also be given targets and encouragement to assist you to complete the course.

Please see the table below for course date details. Enrolments for each course round will close 14 days after each course starts. Learners who enrol after a course has started will not receive extra time to complete it.

Course Round	Enrolments Open	Enrolments Close	Start Date	End Date	Max. no. of Places
Round 01	1 May 2018	28 May 2018	14 May 2018	25 Jun 2018	100
Round 02	25 Jun 2018	23 Jul 2018	9 Jul 2018	20 Aug 2018	100
Round 03	20 Aug 2018	17 Sep 2018	3 Sep 2018	15 Oct 2018	100
Round 04	15 Oct 2018	12 Nov 2018	29 Oct 2018	10 Dec 2018	100

How to Enrol

In order enrol in one or both screening test preparation courses, you will need to follow these steps:

1. Click the link on the NAATI website to be taken to our Totara LMS login page.
2. You will then need to register an account by clicking the 'create an account button' on the right hand side of the screen.
3. Once you have created an account, you will need to login and access the home page by clicking the 'home symbol' in the far left-hand side in the top menu bar.
4. Once you are on the home page, you simply need to click on the course package you wish to enrol in.
5. You will then be prompted to make a PayPal payment to access the course.
6. If your PayPal payment has been successful, you will receive a receipt via email. You should now be able to access your chosen course/s.

Course Structure & Outlines

Each course is intended to be self-directed with some oversight by a course tutor. Course tutors will be available to answer general questions (posted within the course) and provide assessment and activity feedback.

Courses are structured in such a way that a learner must:

1. Go through the core content of each unit;
2. Complete the compulsory assessment and activity tasks (before accessing the end of course exam); and
3. Pass the end of course practice exam to gain a certificate of course completion.

	Intercultural Competency Screening Test Preparation (Australian Society & Culture)	Ethical Competency Screening Test Preparation (Ethics & Professional Issues)
Learning Outcomes	• Demonstrate understanding of the Australian society, including its diversity norms and values, and of government systems and frameworks. • Demonstrate understanding of the translation and interpreting profession and the role of its different players in Australia.	• Demonstrate understanding and application of ethical principles of the translation and interpreting profession. • Demonstrate understanding of workplace issues in the translation and interpreting profession and strategies to deal with these. • Demonstrate understanding of family violence issues in the translation and interpreting profession and strategies to deal with these.
Units	• Australian Society • Introduction to Translating & Interpreting in Australia • Overview of NAATI • Overview of Industry Associations • Overview of Language Service Providers	• Industry Ethics • Applying Ethics • Professional Issues • Ethics & Professional Issues – Family Violence