



ETHICAL COMPETENCY TEST CANDIDATE INFORMATION

Preparing for test day	
Checking in for your test	<p>You must check in for your test between the arrival time and the registration closing time listed in your test confirmation email. NAATI staff will check you in for the test by verifying your identity. You can view more information about identity verification on the website.</p> <p>NAATI will not admit you to the test if you arrive after the registration closing time.</p>
Test Conditions	<p>You must follow these conditions. If you do not, NAATI may cancel your test or not issue your test result. If this happens, you will not receive a refund of your test fee.</p> <p><u>Leaving the test venue</u></p> <p>Once testing has started, you are not allowed to leave the test venue until your test is complete. If you do, you cannot re-enter the venue or continue your test at a later time.</p> <p><u>Behaviour on test day</u></p> <p>You are expected to be courteous and respectful towards NAATI staff, supervisors and other candidates. You cannot communicate with other candidates on the test day once your test has started.</p> <p><u>Use of internet and electronic devices</u></p> <p>You are not allowed to use any electronic device during the test. This includes your phone, laptop, tablet and other smart device.</p> <p><u>Confidentiality</u></p> <p>All test materials are the property of NAATI. You are not permitted to make or take away copies, paper or electronic, of any test material, or reproduce the test or communicate the test content to a third party.</p>
What to bring	<p>You must bring an acceptable photo identity document (e.g. passport) to check-in for your test.</p> <p>You will not be allowed to bring food into the Test Room. If you are sitting an Intercultural competency test on the same day, you will have an hour break in between tests during which you may leave the test venue. You may wish to bring food with you to consume during this break.</p>
What NAATI will provide	<p>For the test you will be provided with:</p> <ul style="list-style-type: none">• a test booklet• a pen and note paper (to be returned at the conclusion of the test) and,• a glass of water



ETHICAL COMPETENCY TEST

Test Structure and Content

Administration	
Test Supervision	<p>A NAATI test supervisor will record start and finish times and manage any other issues. The supervisor is not permitted to talk about the content of the test.</p> <p>If you need help during the test, please raise your hand to alert the supervisor. You must always follow the test supervisor's instructions.</p>
Recording of test	<p>NAATI will provide a test booklet containing the test questions. You will be required to write your answers in the test booklet. The test booklet includes two lined pages per question.</p> <p>You must write your answers in clear, legible handwritten English.</p> <p>Your test booklet will be the record of your test and will be provided to NAATI examiners to assess your answers.</p>
Test Overview	
Test Description	<p>The Ethical Competency test consists of:</p> <ul style="list-style-type: none">• three knowledge questions, and• three scenario questions (out of a choice of five). <p>The questions for Spoken languages will relate to the Australian Institute of Interpreters & Translators' (AUSIT) Code of Ethics and Code of Conduct (2012). To prepare for the test you should familiarise yourself with this document.</p>
Duration	<p>You will have 1.5 hours to complete the test. The first ten minutes of the test are reading time only. During this time, you are required to carefully read all test questions and you are not allowed to write during this time. The test supervisor will advise you when the reading time is complete, and you can start writing.</p>
Test Room	<p>The Test Room is where you will complete the test. There will be no further explanation of the tasks or test conditions once you enter the Test Room.</p> <p>You cannot bring electronic devices or resources into the Test Room.</p> <p>You may write notes during the test. You must leave any notes in the Test Room.</p>



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Test Structure and Content

Sitting the test	
Section A: Knowledge Questions	<p>You will be presented with three knowledge questions and you must answer all three.</p> <p>Each question relates to a single principle from either the AUSIT Code of Ethics and Code of Conduct (2012). You are expected to explain the principle and provide an example of the principle from translating or interpreting practice.</p> <p>Each short answer should be between 100 and 200 words.</p>
Section B: Scenario Questions	<p>You will be presented with five scenario questions and you must choose three to answer. They will be from a range of translating and interpreting domains.</p> <p>Each scenario will depict an ethical issue relating to a translation and/or interpreting situation. The question following the scenario will ask you to identify and explain the main ethical principle according to either the AUSIT Code of Ethics and Code of Conduct (2012) and formulate a response to the situation.</p> <p>Each short answer should be between 100 and 200 words.</p>
Assessment	
Assessment	<p>NAATI examiners will assess your response to each question separately, using an assessment rubric with 4 bands (with Band 1 representing the highest level of performance and Band 4 the lowest). Each question is assessed against specific criteria:</p> <p>Knowledge questions</p> <ul style="list-style-type: none"> • criterion 1: define the requested ethical principle, and • criterion 2: describe a relevant example of principle in translating or interpreting context. <p>Scenario questions</p> <ul style="list-style-type: none"> • criterion 1: identify the main ethical principle(s) and explain how it/they apply to the scenario, and • criterion 2: describe the course of action that you would take. <p>To pass each question you must:</p> <ul style="list-style-type: none"> • achieve at least Band 2 for both criteria in the knowledge questions, and • achieve at least Band 2 for criterion 1 and at least Band 3 for criterion 2, in the scenario questions. <p>To the pass the test you must:</p> <ul style="list-style-type: none"> • pass any two of the three knowledge questions AND in the remaining question achieve at least a Band 3 in both criterion, and • pass any two of the three scenario questions AND in the remaining question achieve at least Band 3 in both criteria. <p>Note: Band 4 in any criterion will result in a fail for the test.</p> <p>You can find detailed information about the assessment rubrics and pass requirements on the website.</p>