### NORTHWEST TRANSLATORS AND INTERPRETERS SOCIETY

## **NOTIS-WITS JOB FAIR**

AMELIA GILL

y grandmother the Latin teacher always said, "Young lady, if you're going to attend a job fair, make sure it is the first NOTIS-WITS T&I job fair on Saturday, September 18, in Shoreline,

Washington." And of course she was right. I don't know if a two-hour T&I job fair is supposed to be warm and fuzzy, but it was a pleasure to attend this one, and not just because of the fine weather on the way to and from the bus.

Bright, Saturday afternoon sunshine was no hindrance to a great turnout

of translators and interpreters at the Shoreline job fair; NOTIS office manager, Anita Krattinger and board member Carol Leibowitz counted sixtynine attendees. Multilingual and specialized agencies sent representatives and materials, as did both the King County District and Superior Courts. (Their information on Washington State courtroom terminology and procedure was gratefully snatched up by this native Pennsylvanian who spent the last five years living under Germany's judicial system!) The NOTIS Slavic Special Interest Group also used the job fair as a forum to plan workshops and regular meetings for their Russian and American business professionals.

The ATA presence was quite noticeable in terms of publications and

NOTIS Annual Review & Holiday Party

December 7, 1999 Shoreline Community Center Seattle

representation from the national board. "Washington State in some respects is at the forefront in foreign language interpretations and translation, but our profession is still somewhat fragmented," said ATA Presidentelect Ann Macfarlane. "We felt that many freelancers would welcome the chance to meet with agency representatives face to face. We are also delighted that WITS collaborated with us because they are the specialists in court interpretation."

As always, thanks and praise go out to the volunteers: Ken Wagner, Ray Roman, Jean Leblon, Lilly May Bayley and Ines Bojlesen, a Portuguese translator from Portland who arrived early, helped set up and clean up. Deya Nolan was the force behind the thoughtful and delicious table of

NEWS

VOLUME12, NO.4 WINTER 1999

refreshments that magically appeared to feed the throng!

Currently, consideration is being given to the region's next T&I job fair, which will probably be larger than its predecessor. A fact that would please my grandmother.

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## Northwest Translators and Interpreters Society (NOTIS)

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OFFICERS					
President Vice-President	Caitilin Walsh Abigail Clay				
Treasurer Secretary	Jochen Liesche Katalin Pearman				
COMMITTEES					
Computers	Alfred Hellstern				
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Program	Courtney Searls-Ridge				
Publications Hospitality	Michelle Privat Obermeyer Michelle Privat Obermeyer Lilly May Bayley				
SPECIAL INTEREST GROUP					
Slavic	Larissa Kulinich (206) 236-0286				
NOTIS News is published in February, May, August, and November. Letters to the Editor, short articles of interest, and information for the calendar and other sections are invited. Submis- sions become the property of NOTIS News and are subject to editing unless otherwise agreed in advance. Opinions expressed are those of the authors and do not necessarily represent the views of the Editor, the Society or its Board.					
Editor	Pieter Zilinsky (206) 932-5118				
Editorial Board	Katalin Pearman				
Pagemaking	Anngret Keller-Davies (425) 820-6523				
Production Assistant	Ursula Zilinsky				
Deadline	10th day of month before issue				
NOTE: Due to printing and postage costs only one complimentary issue of <b>NOTIS News</b> is offered to non-members. Subscriptions for non- members are \$12.00 a year. Send check, payable to <b>NOTIS</b> , P.O. Box 25301, SEATTLE, WA 98125-2201					

(NOTIS)		WELCOME TO	
OFFICERS		NEW MEMBERS	
President Vice-President Treasurer Secretary	Caitilin Walsh Abigail Clay Jochen Liesche Katalin Pearman		Laura M. R. Bammer [Spanish], Françoise Duvernay [French], Richard B. Gabbert [Japa- nese], Amelia R. Gill [German], Chisako Hisamatsu [Japanese], Michele La Roche-Weber [German],
COMMITTEES			Satu Mikkola [Finnish], Heather A. Murchison,
Computers	Alfred Hellstern (206) 382-5642		<b>Ph.D.</b> [Portuguese], <b>B. Louise Nick</b> [German], <b>Jonas</b> <b>Nicotra</b> [Portuguese, French], <b>Ute Maria Petersen</b>
Directory Membership	Caitilin Walsh Abigail Clay (206) 937-9131		[German, Spanish, French], Sadao Sasaki [Japa- nese], Nathalie B. Scharf [French], Lotte Schmitz
Program	Courtney Searls-Ridge Michelle Privat Obermeyer		[German, French], <b>Pablo Sepulveda</b> [Spanish], <b>Alexander Tsvetkov</b> [Russian], <b>Thomas Wihite</b>
Publications Hospitality	Michelle Privat Obermeyer Lilly May Bayley		[Spanish, Italian, Portuguese, French].
SPECIAL INTEREST	GROUP	CORPORATE MEMBER	Bruce International, Inc.
Slavic	Larissa Kulinich		bruce international, inc.
	(206) 236-0286	WELCOME BACK	
			It was a delight to have <b>Lilly May Bayley</b> back again
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		OUR OWN BACKYARD	Congratulations to <b>Courtney Searls-Ridge</b> who was elected Secretary of the ATA at the Annual Conference in St. Louis. Congratulations as well to
Editor	Pieter Zilinsky (206) 932-5118		<b>Ann Macfarlane</b> who after a two-year warm-up as President-elect was officially handed the gavel of
Editorial Board	Katalin Pearman		President of the ATA.
Pagemaking	Anngret Keller-Davies (425) 820-6523	THINK MEMBERSHIP RENEWAL!	
Production Assistant	Ursula Zilinsky		We'll be sending out reminders for renewal at the end of the year, but you can save us postage and time
Deadline	10th day of month before issue		by renewing early. Membership rates remain the same for 2000: \$35/yr. for Individual and Institu-
one complimentary	ting and postage costs only issue of <b>NOTIS News</b> is nbers. Subscriptions for non- 0 a year		tional members, and \$50/yr. for Corporate mem- bers. Please be sure to let us know of any changes in your address and phone number when you renew.
Send check, payable	•	PLEASE VISIT	
	ATTLE, WA 98125-2201		DID YOU KNOW that the <b>NOTIS Web site</b> is updated weekly?
Membership in N Individual & Institut Corporate			Come see what's changed! www.NOTISnet.org
For membership inf	ormation write to <b>NOTIS</b>	MOVING?	Diagon lat un lungur unun marri addarar and altare
	ce Mail (206) 382-5642. s <b>net.org</b>		Please let us know your <b>new address and phone</b> <b>number(s)</b> so we can keep your membership record and Directory information current. Remember, the
NOTIS is a Washingon State non-profit organization.			electronic Directory updates quarterly and we want potential clients to be able to find you!

potential clients to be able to find you!

**NOTIS NOTES** 

### DEPARTURE -EDITOR'S NOTE

After seven years of service as editor and contributor to the progressive evolution of NOTIS News I have decided that NOTIS, as it moves into a new century, should have a new guide for its quarterly publication. I have enjoyed the stimulation and challenges that this responsibility offered me and trust that all members of NOTIS, as well as our colleagues, with whom we have a publications exchange relationship, have regularly discovered something of value on our pages. I wish to thank several NOTIS members who have through the years shown concern and provided aid in the production of NOTIS News. Courtney Searls-Ridge (my recruiter), Caitilin Walsh (advisor and electronic guide), Ann Macfarlane (fountainhead of essential information), Michael Broschat (computer redesigner), Michael Wahlster (our original pagemaker), Anngret Keller-Davies (our enduring and welltempered pagemaker), Shoko Fujita-Ehrlich (electronic editor), Jean Leblon (always alert to traditional needs), Jochen Liesche (the timely treasurer), Nancy Thiele (for quick study excellent prose), Abby Clay (for new helping hands), and Willy Evans (the first editor, founding member and archivist). A thank you to the editorial board, all the writers, proofreaders: Ann Macfarlane, Katalin Pearman, Michelle Privat Obermeyer, Laura Garcia and ancillary service providers: Rosa Allen and especially to production assistant, Ursula Zilinsky, for her constant attention to timeliness, order and details. And, finally, a thank you to all the members whose regular support brings NOTIS News to life four times a year.

Pieter Zilinsky

Come see what's changed! www.NOTISnet.org

## MISCELLANEOUS

### **TWO LINES: A journal of translation**

Fires, the 1999 issue of world literature from TWO LINES is available at \$11.00 plus postage (\$2 within USA, \$2.50 Canada or Mexico, \$4 international) by check or money order. Other titles are available. Contact: TWO LINES, P.O. Box 641978, San Francisco, CA 94164-1978. editors@twolines.com or www.twolines.com

## **UPCOMING EVENTS**

### NOTIS Annual Meeting & Holiday Party Tuesday, December 7, 6:30 - 8:30 p.m. Shoreline Center, Horizon Room.

Come meet the people who help NOTIS help you, revisit colleagues and make new contacts at the Annual Meeting. An important vote regarding the future status of NOTIS with regard to the ATA will take place at this meeting. Confidential ballots will be mailed to all members and can be submitted by mail or in person. The business of the society will be examined, after which we shall enjoy refreshments. Your contribution will be of value if you attend.

DIRECTIONS: Take I-5 to NE 175th St. Exit (=Exit #176). Turn WEST on 175th; go two blocks, turn RIGHT on Meridian Ave.; continue to N. 185th, turn RIGHT, then continue to 1st Ave. NE and turn LEFT. Shoreline Center is on the right. Use the southernmost parking lot next to the Senior Center.

### ATA Accreditation Workshop

NOTIS will again offer an Accreditation Workshop in preparation for the annual April American Translators Association Examination. The workshop will be held on **Saturday, January 29, 2000, 1:00- 4:00 pm** (come early, if possible) in room 216 Denny Hall, on the University of Washington campus. Presented by NOTIS, this workshop will help you prepare for all the "major and minor do's and don'ts" of the exam. **Registration deadline: Saturday, January 15.** 

Cost before deadline: \$15 for members of NOTIS, WITS, SOMI; \$20 for non-members. Cost after deadline (if places are available): \$25 for all.

To register and for other information and advanced handouts: call Jean Leblon at (425) 778-9889. If there is no answer, please leave a message with a very clear mention of your name, spelled out, and telephone number(s) where and when you can be reached.

### **SLAVIC SIG**

The Slavic SIG will meet on **Saturday**, **February 26**, **2000**. Time and place to be announced.

### ATA Exam Sitting

The ATA examination will be held on **Saturday, April 29, 2000,12:30- 4 pm** (exam begins at 1:00 pm: come 1/2 hr. early), in room 019 Architecture Hall, University of Washington. To register and for other information: call ATA at (703) 683-6100. Registration deadline: April 15, 2000. Membership in ATA by March 25 is required. Confirm with ATA and inquire about cost.

## Y2K RESOURCES ONLINE

### FRANK DIETZ

(Reprinted from the AATIA Letter, September, 1999, with permission.)

U nless you spent the last few years under that proverbial rock, you should have heard about the Y2K issue, a.k.a. the "Millennium Bug"—the fact that in the Stone Age of the computer era programmers used two digits to mark the year, so that two-digit codes won't be able to distinguish between the year 2000 and the year 1900. The predictions of its effects range from "no big deal" to apocalyptic gloom.

The Y2K Database at http://y2k.y2kbase.com/ lets you check the Y2K compliance of utility companies, airlines, government agencies and many other institutions by linking you to their Y2K compliance information. The Red Cross has a useful site at http://www.redcross.org/disaster/ safety/y2k.html explaining the problem and suggesting preparations. Software for testing and fixing Y2K computer problems can be found at http://dir.yahoo.com/ Computers\_and\_Internet/Year\_2000\_Problem/Software/

The Small Business Administration has a very useful site at http://www.sba.gov/y2k/

For those whose translation work involves Y2K in formation, there is plenty of information in other languages: French (http://www.an2000.gouv.fr/), German (http://www.2000kommt.de/, http://www.microsoft.com/germany/jahr2000/), Italian (http://www.anno2000.it/), Spanish (http://www.y2k.gob.mx/), Swedish (http://www.statskontoret.se/2000/) and Portuguese (http://www.sisnema.com.br/news/Bug2000/).

If all this information depresses you, take a look at some Y2K humor sites, e.g. http://www.cartoon2000.com/ or http://www.leonardsloan.com/about/y2k/index.htm that foresee such hilarious consequences as getting paid for 100 years of unused vacation days by the payroll computer...

## **INTERNET RESOURCES FOR ENGLISH WRITING**

\_\_\_\_ NOTI/\_\_\_

### **BARBARA RENICK**

(Reprinted from the **CATI Quarterly**, September 1999, as adapted from an article entitled "Computer Resources for Writers" in the June 1999 **APG Quarterly**, a publication of the Association of Professional Genealogists, and used with permission.)

G rammar books were always a source of frustration during the typewriter era of writing. It often took longer to look up one unclear rule of grammar in a book than it did to write a three-page paper. The Internet gives us many different ways to access information. On the Internet, you can quickly search for a Web page that mentions "grammar" AND "its" AND "it's" to find the appropriate rule of grammar for the use of these two words. You do not need to know the technical name for this grammar rule as you would to find it in the index or table of contents of a book on grammar.

Having the Internet at hand is like having your own library at your fingertips twenty-four hours a day, seven days a week. Use a natural-language search engine (such as Ask Jeeves, at www.askjeeves.com) to find grammar help online. Simply type in "Where can I find grammar help?" and Ask Jeeves finds dozens of possible matches covering the subject. These sites often include

- online tutorials
- hyperlinks to sites with related information

- lists of reference works (books, articles, etc.) on the subject
- information about related e-mail discussion groups (mail lists or newsgroups) or chat areas.

A few Web sites even offer one-on-one help by e-mail or telephone. Anyone with Internet connections can also take online university classes in writing, grammar, or proofreading to improve their writing skills.

For your convenience, links to the following sites can be found at http://zroots.com/writing.htm:

- Business English Exercises http://www.better-english.com/exerciselist.html
  Business English grammar, vocabulary, listening and reading tutorials are included at this site.
- Chris' Wave Resource for Writing http://www.humberc.on.ca/~coleman/cw-soft.htm This site includes links to shareware programs for MS-DOS and MS-Windows to assist writers; reference material about grammars, handouts, guides, and dictionaries; and WWW links to online writing labs and forums.

- Common Errors in English http://www.wsu.edu/~brians/errors/errors.html A list from A to Z of words that are often misused.
- Elements of Style http://www.columbia.edu/acis/bartleby/strunk/ The original version of this classic written in 1918 by William Strunk, Jr. is online at this site.
- The English Grammar Clinic http://www.edunet.com/english/clinic-h.html The English Grammar Clinic is about the English version of English. This UK site includes resources for students, teachers, and those who just like the official language of the UK.
- Garbl's Online Writing Experts http://pw1.netcom.com/~garbl1/experts.html This site makes the following offer: "Hi! If you have a writing, grammar or style question and don't have the time, energy or desire to find an answer in the on-line writing resources elsewhere in this Web site, send your question to one of the folks below to get personal, anonymous service."
- Grammar Bytes http://www.chompchomp.com/ This site contains grammar explanations, handouts for teachers and students, and interactive exercises.
- The Grammar Lady http://www.grammarlady.com/
  The stated purpose of this site is to be helpful, to raise consciousness about the rules of grammar, and to remind everyone of ways to have fun with language.
- Guide to Grammar and Style http://andromeda.rutgers.edu/~jlynch/Writing/ This site includes Jack Lynch's notes on grammatical rules, comments on style, and suggestions on usage that he put together for his classes. He includes specific articles on usage and general articles on style.
- Guide to Grammar and Writing http://webster.commnet.edu/HP/pages/darling/ grammar.htm This helpful site was written/prepared by Professor Charles

Darling for English courses at Capital Community-Technical College and for the use of the general public online.

- Indispensable Writing Resources http://www.stetson.edu/~rhansen/writing.html This site includes a broad range of writing and researching advice, links to a number of reference materials online, links to writing labs, links to Web search engines, and links to writing-related Web sites.
- Net Sage Wordware Page http://www.dezines.com/words/

This is an interactive Web site dedicated to helping you learn advanced English vocabulary words of the sort typically seen on the GRE and other college entrance tests.

Online Writing Lab

http://owl.english.purdue.edu/ The Purdue University Writing Lab has excellent handouts online on a variety of topics of interest to translators, including English as a Second Language.

- Paradigm Online Writing Assistant http://www.powa.org/ The Paradigm Web site is an interactive guide and handbook to writing for both the inexperienced and experienced writer.
- Pop-up Grammar

http://www.brownlee.org/durk/grammar/ The Pop-up Grammar Project sponsors this English grammar instruction site to assist students in developing essential English grammar skills. This site provides tests of your English grammar ability via interactive grammar quizzes. Pop-up Grammar then evaluates your strengths and weaknesses.

Proofreading Strategies gopher://gopher.bgsu.edu/00/Departments/write/ Proofreading "No matter how many times you read through a 'finished'

"No matter how many times you read through a 'finished' paper, you're likely to miss many of your most frequent errors." This site provides advice to help you proofread more effectively.

- Virtual Writing Clinic http://www.negia.net/~cats/ The Virtual Writing Clinic is a consulting and tutorial service for writers.
- Vocabulary http://www.vocabulary.com/ A fun site to help you improve your vocabulary.
- Writer's Toolbox http://www.geocities.com/Athens/6346/ This site has a diverse collection of Internet resources for writers.
- The Writer's Toolbox http://acssun.pstcc.cc.tn.us/~ksnorris/tools.html
  Keith Norris is obviously a teacher with a quirky sense of humor. He opens his Web site with the following statement: "I hope the selections below provide some guidance and help, especially if you are a student of mine with a paper due tomorrow a.m."

Barbara Renick is a specialist in genealogical computing and co-author, with Richard S. Wilson, of "The Internet for Genealogists: A Beginner's Guide". She lives in Brea, CA, and can be reached at (714) 524-0364 or BarbZR@msn.com

## ATA CHAPTERHOOD FOR NOTIS:

### PROS AND CONS

OTIS must redefine its relationship with the American Translators Association (ATA). As of November, the ATA will recognize regional groups on two official levels—as chapters or as affiliates. Currently, there are three levels of association that regional groups can have with the ATA: unaffiliated groups, cooperating groups (NOTIS's current status), and chapters. NOTIS must decide what sort of relationship we want to have with the ATA in the future. Is it to be chapterhood, affiliate status, or neither?

The NOTIS Board will decide whether to become a chapter based on a vote by the members. The Board recommends in favor of chapter status. The following list of benefits, obligations and viewpoints that could be considered in regard to this question is provided to assist members in determining their vote. The decision will be made on Tuesday, December 7 at the Annual Meeting in the Shoreline Center (6:30 p.m., Horizon Room, followed by the Holiday Party).

### **PROS**:

The benefits of being an affiliate are as follows...

⇒ The ATA will advertise affiliates' existence in the ATA Membership Directory free of charge.

- ⇒ The ATA will advertise affiliates' events in the Chronicle on a space-available basis free of charge.
- ⇒ The ATA will work with affiliates on issues of mutual concern.

Chapter status would also mean that the ATA would provide:

- ⇒ a 10% rebate from ATA membership dues when so designated by an ATA member,
- ⇒ insurance coverage for venues used by chapters, and
- ⇒ liability insurance for chapter directors and officers.

In addition, as a chapter NOTIS would:

- ⇒ be entitled to support from the ATA for legislative actions,
- $\Rightarrow$  receive logistical support from the ATA for mailings, meetings, etc.,
- ⇒ have its bylaws reviewed free of charge by ATA lawyers,
- ⇒ be eligible for seed money for regional conferences,
- $\Rightarrow$  get a free table at ATA conferences, and
- ⇒ have input on ATA Board issues through its vote at the Regional Groups' Brainstorming Session.

CONS:

⇒ This change is being pressed "from above" by the ATA and was not necessarily contemplated by the NOTIS membership in the recent past.

- ⇒ Chapter's presidents and vice presidents must be voting members of the ATA (i.e., members with "active" status, but not necessarily accredited).
- ⇒ NOTIS has a tradition of independence and local focus.
- ⇒ Some NOTIS members, many of whom are members of long-standing and active in NOTIS, do not belong to the ATA and do not wish to be affiliated with the ATA.
- ⇒ The NOTIS by-laws must be reviewed by ATA attorneys.
- ⇒ NOTIS has already been able to provide seed money and obtain venue insurance for events (for example, Cascadia) on its own.
- ⇒ Chapters must (and affiliates are requested to) submit annual reports and yearly financial reports.
- ⇒ Chapters must (and affiliates are requested to) keep the ATA abreast of any local issues of interest to the national organization.
- ⇒ Chapters must (and affiliates are requested to) provide support to the ATA if an annual conference is held in their sphere of influence.
- ⇒ Chapters must (and affiliates are requested to) promote ATA regional activities and ATA annual confer0ences in the affiliates' annual newsletter.

## **NOTIS SLAVIC SIG - MOVING AHEAD**

LARISSA KULINICH CHAIR, NOTIS SLAVIC SIG

A nother NOTIS Slavic Special Interest Group (SIG) meeting was held on October 16. The speaker was Mr. William T. Robinson, prominent international attorney with many years of experience in the area of Russian-American trade and commercial ventures. The subject matter of his presentation was the current state of and prospects for the development of Russian-American business relationships. The speaker put special emphasis on the role of translators and interpreters. Mr. Robinson's extensive work in forming business ties between Russian and foreign companies enabled him to provide some very deep and interesting insights. Speaking about the current state of affairs in Russia, Mr. Robinson emphasized the fact that Russia is currently undergoing pervasive, fundamental changes in its economy and is facing a lot of challenges. By way of comparison, deliberating on the development of China's economy, the speaker provided a rather revealing number. Over the last few years, ten times more foreign investment has gone to China than to Russia. Mr. Robinson expressed the hope that although many jurisdictional issues are in a state of flux in Russia now, Russia, with its superb human, technical and cultural resources, will continue to be an important player in the international arena in the future. Already Russia is making real progress in building a legal framework to make it possible for both domestic and foreign businesses to operate successfully.

The part of Mr. Robinson's presentation that dealt with the role of translators and interpreters was also of great interest. First of all, the speaker noted that he had worked with about a hundred interpreters. Referring to his personal experience, he emphasized that a distinction should be made between accurately interpreting language and interpreting cultural content or intent. It is essential that true un-

continued on next page

derstanding of the parties' needs be achieved, rather than providing the most technically correct interpretation. The interpreters' Code of Conduct that applies to formal legal proceedings does not necessarily serve the purposes of persons engaged in developing business and professional relationships.

Mr. Robinson's presentation was very well received. A discussion followed, centered on issues relating to interpreters' obligations while providing verbal communications in different settings. One of the points immediately raised was the impact of the Code of Ethics on the performance of any interpreter. This issue was resolved by suggesting that the Code of Ethics must be strictly observed by interpreters who are engaged in the official business of the courts. However, in other settings there may be a negotiation between client and interpreter, prior to the time services are provided, with regards to the degree of the application of the Code, so that important subtleties and nuances relating to cultural aspects will not be lost. This issue provoked a broader discussion regarding the necessity of establishing a new position of consultant on matters related to cultural differences and peculiarities. The task would be to facilitate successful intercultural communications. It is interesting to note in this respect that many people acknowledged the existence of this problem owing to their prior personal experiences; Mr. Robinson's observations just brought the idea to the surface.

Luncheon offered a chance to network and socialize. At the end of the meeting the results of an opinion survey conducted among Slavic SIG members were announced. Meetings should be held about three times a year. These meetings should include both social and professional activities. Presentations may be made either in English or in Russian depending upon personal preferences.

The next meeting of the NOTIS Slavic SIG is planned for February 26, 2000. The venue will be announced later. Part of this meeting will be devoted to the discussion of "difficult to translate" terms relating to various areas.

Members of the Slavic SIG are welcome to join in: contributions will be greatly appreciated.

\_\_\_\_\_\_ M@TI/\_\_\_\_\_

continued from page 3

### "Upcoming Events"

### Spanish Translation/Revision Workshop

TIP-Lab and El placer de traducir offer an extensive workshop in Spanish translation from February to July, 2000. Translations will be reviewed by a professional translator in Argentina and returned with revisions and annotated comments. **Registration deadline: Friday, January 21, 2000**. For further information, call (evenings only) or E-mail or fax at any time: Alicia Marshall (847)869-4889 (tel and fax), E-mail:AliciaMarshall@compuserve.com

### Translation and Interpretation Institute

The T&I Institute offers a certificate program for linguistically skilled people of diverse educational backgrounds who wish to pursue a career in translating and interpreting. Courses are offered at Bellevue Community College, Bellevue, WA.

### Learn about our program - free

Presenters: Courtney Searls-Ridge/Susana Stettri Sawrey/Rene Siegenthaler 6 - 7:30 pm, one Tuesday - December 14, BCC Factoria Center, Room: See directory at T Building.

### CREDIT COURSES

### Introduction to Translation and Interpreting (INTRP 101)

An introduction for those considering a career in translation or interpreting as well as for technical information managers, medical providers and others who work with translators. This course offers an overview of both professional fields and defines the skills necessary to work successfully in either profession. Presenters: Martha Cohen/Anne Quinn

6 - 9 pm, ten Thursdays, January 6 - March 9, Main Campus, Building C, Room C208 Fee: \$300 - Three credits

#### Fundamental Translation Skills (TRANS 103)

Individuals with advanced language skills and no formal training in the process of translation learn basic techniques as well as the process of translation. Presenter: Courtney Searls-Ridge

6 - 9 pm, ten Wednesdays, January 5 - March 8, Main Campus, Bldg.N, Room N206 Fee: \$300 - Three credits

### Technology for T & I (INTRP 104)

Electronic editing, graphics, proofing tools, use of computers, fax/modems, email and Internet use for translators and interpreters with beginning, intermediate, or advanced computer skills.

Other advanced tools and localization and machine translation will be reviewed. Presenter: Ulrike Irmler

6 - 9 pm, ten Mondays, January 3 - March 20 (No class 1/17 and 2/21), Location & room-tba, Fee: \$300 - Three credits

### Ethics & Business Practices (INTRP 106)

The role of the interpreter in various settings is examined as well as standards of business practice in translation and interpreting. This course also covers how to market your services and set up a business as a freelance translator or interpreter. Presenters: Susana Stettri Sawrey/Michelle Privat Obermeyer

6 - 9 pm, ten Tuesdays, January 4 - March 7, Main Campus Building C, Room C155 Fee: \$300 - Three credits

### NON-CREDIT COURSES

The Essential Skill-Building Workshop for Consecutive Interpreters Aimed at increasing concentration, retention, and note-taking skills, essential for

successful consecutive interpreting.

Presenter: Cristina Perez-Lopez

9:30 am - 4 pm, Saturday, February 5, BCC Factoria Center, Room: See directory at T Building, Fee: \$39

### Medical Interpreting Skill-Building Seminar

An introduction to different modes of interpreting, terminology building, note taking, and ethical issues of medical interpreting. Memory exercises and practice time are included.

Presenter: Cristina Perez-Lopez

9:30 am - 4 pm, Saturday, March 4, BCC Factoria Center,

Room: See directory at T Building, Fee: \$39

**Localization Workshop**. Required text: A Practical Guide to Software Localization. Hands-on translation of on-line software source files will be used to illustrate principles of localization.

To register call: (425) 641-2263.

Presenters: Ulrike Irmler/Tsukao Kawahigashi

9 am - 3 pm, two Saturdays, March 4 & 11. Location-tba. Fee: \$175.

To request a brochure call (425)649-3171. To register for Institute courses you must first register as a BCC student by calling (425)641-2222. International students please call International Student Services first at (425)649-3118. For information about specific course content call the Academic Affairs Office at (206)938-3252. All classes and workshops are subject to change or cancellation by TheT&I Institute or BCC.

# CALENDAR

DATE	EVENT	DETAILS	TIME & PLACE
Tuesday December 7	NOTIS Annual Meeting	Annual Review & Holiday Party	6:30 - 8:30 p.m. Shoreline Community Center
Saturday January 29	ATA Accreditation Workshop	Overview, strategies, tips	1 - 4 p.m. 216 DennyHall University of Washington
Saturday February 26	Slavic SIG	Current issues	tba
Saturday April 29	ATA Accreditation Examination	Register early. Bring necessary materials	12:30 - 4 p.m. 019 Architecture Hall University of Washington

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