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### Overview

This unit is about developing your interpreting skills as a trainee interpreter. It provides an opportunity to develop your skills in a supported environment and with guidance from a mentor.

This unit is about carrying out two-way interpreting assignments. The setting is typically face-to-face and one-to-one interactions between two language users, for example to discuss a complaint about a bureaucratic mistake or an interview between a service provider and a customer about access to services. Please note that, at this level, one-way interpreting does not form part of the units.

At this level the contexts of the assignments and topics re- occur frequently and are of low complexity. As a guide, the typical length of the interpreting undertaken at this level will be up to fifteen minutes.

Any misunderstandings as a result of poor interpreting do not have irreversible consequences. If it becomes clear during the assignment that it is beyond your competence, you withdraw and negotiate alternative arrangements in consultation with your mentor or supervisor.

The unit is recommended for people who have very good language skills in two languages and who would like to develop and/or accredit the skills needed on the way to full professional competence.

This unit forms part of a progression route towards professional interpreter status.

# CFAINT2

## Interpret two-way as a trainee interpreter

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### Performance criteria

*You must be able to:*

- P1 communicate to the users that you are a trainee interpreter, if they are not already aware
- P2 interpret largely accurately the meaning expressed by users who communicate across two languages
- P3 interpret reflecting the flow of communication between the users
- P4 have some ability to reflect the language users' register and attitude but not yet total control
- P5 interpret consecutively
- P6 while you may omit some information and not always relay information completely accurately, have good strategies to repair mistakes
- P7 paraphrase the meaning of complex terms and phrases, if you do not know the direct equivalent in the target language
- P8 check back with the source language user if you are unable to interpret or are not sure that you have interpreted the meaning accurately
- P9 withdraw from the assignment if it becomes clear that it is beyond your competence and you negotiate alternative arrangements
- P10 support effective communication throughout the assignment and take action if communication breaks down
- P11 interpret factual information and reflect opinions largely accurately
- P12 handle the standard national variety of the languages in which you interpret
- P13 take notes during consecutive interpreting, where required
- P14 your conduct is consistent with the principles of professional practice and the registration body's code of conduct
- P15 your social and interpersonal skills enable you to interact effectively before, during and after the assignment
- P16 seek advice from your mentor on a regular basis

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## Interpret two-way as a trainee interpreter

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### Knowledge and understanding

*You need to know and understand:*

- K1 the languages in which you interpret, with the ability to function at level 6 in your first language; and at level 4 in your other language
- K2 the process of interpreting from one language into another and how to reflect the meaning of the source language into the target language
- K3 the cognitive processing involved in interpreting and concepts such as long-term and working memory, reformulation and time lag
- K4 the cultures of the languages in which you interpret and their conventions for communication
- K5 the concept of register (frozen, formal, informal, colloquial and intimate) and the transfer of register from one language into the other
- K6 the concept of consecutive and simultaneous/whispered modes of interpreting and when you might use these
- K7 techniques to manage communication if it breaks down in one or more of the following ways:
  - K7.1 you need to check on meaning
  - K7.2 the degree of complexity, technicality or emotional charge is beyond your ability to deal with it
  - K7.3 an apparent lack of understanding or misunderstanding hinders communication between the source and target language user
  - K7.4 your position and/or that of the users hinders communication
  - K7.5 the users are communicating too fast or too slowly
  - K7.6 the users fail to observe appropriate turn-taking
- K8 the role of the interpreter and the principles of professional practice
- K9 the concept of the domain in interpreting
- K10 health and safety requirements
- K11 techniques of taking notes when interpreting in consecutive mode

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### Additional information

#### Glossary

##### Specialist terminology

For specialist terminology, please refer to the glossary:

[www.cilt.org.uk/home/standards\\_and\\_qualifications/uk\\_occupational\\_standards/interpreting.aspx](http://www.cilt.org.uk/home/standards_and_qualifications/uk_occupational_standards/interpreting.aspx)

##### At level 4 in your other language

See the Listening/Receptive and Speaking/Productive units of the National Language Standards for performance and knowledge requirements

#### Links to other NOS

This unit complements units TInt 1, 3 and 4.

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