



Court Interpreter Orientation

Easy-to-use, Downloadable Training Option for Court Interpreters

Project Objective:

- Collaborative, jointly funded effort of the Alaska, Kentucky, Michigan, Minnesota, Nevada, Virginia, Idaho and Texas State Courts.
- Coordinated and supported by **The New Mexico Center for Language Access**
- Developing a uniform approach to interpreter orientation by designing a self-paced court interpreter orientation and skills building program that is accessible online.
- Design is based on the existing learning platform and content of Language Access Basic Training (LABT) downloadable module
- Designed for potential national application
- Completion no later than December 31, 2015

Court Interpreter Orientation:

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Benefits to courts:

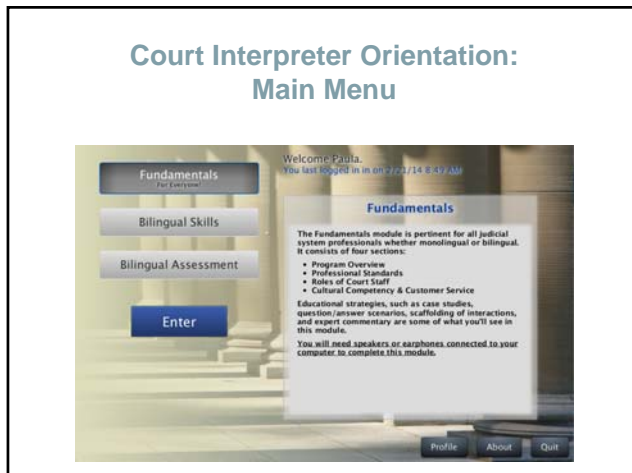
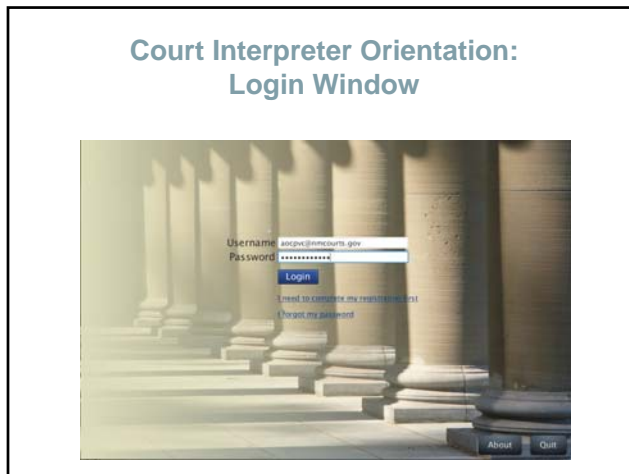
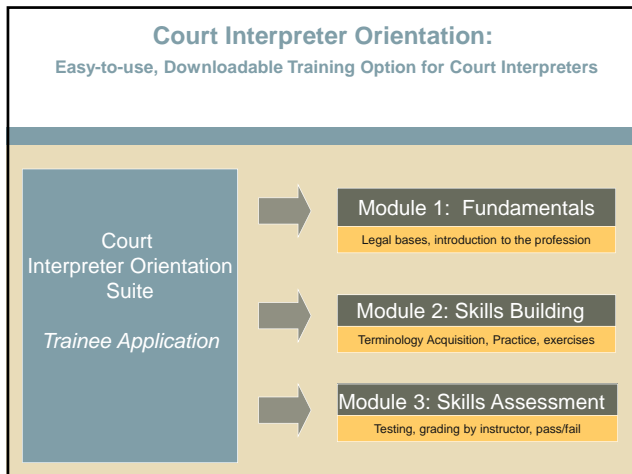
- **Uniform approach** to interpreter orientation and training;
- **Substantial cost and time saving** with recruiting and orienting court interpreter candidates;
- **Progress tracking:**
 - Candidate progress is tracked and saved throughout the process
 - Language Access Coordinator (LAC) sees all information on a candidate from start to finish through an easy-to-access database.
- **State-specific content** can be added to the program via links;
- **Flexibility in the state's credentialing process** on when and how the module is offered to candidates;
- **Flexibility to the candidate** due to the downloadable, self-paced design.

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Benefits to interpreter candidates:

- **Low Cost Option:** candidates have a high quality, low cost training option, online;
- **Flexible schedule:** candidates can download the program anytime, without having to wait for a specific date;
- **Self-paced program:** candidates customize the speed and intensity training to fit their needs;
- **Self-assessment:** the program includes self-assessment tools, allowing candidates to evaluate their progress upon completion of any assignment; and receive feedback regarding their readiness before testing in their home state;
- **Accessibility:** once candidates download the product, they can complete the training at their discretion, revisiting materials as many times as desired without time constraints.



Court Interpreter Orientation Module 1: Fundamentals

The **Fundamentals** module provides an in-depth discussion on language access and interpreting as a profession. It is divided into four sections:


- 1) *Legal Authority*
- 2) *Court Interpreters*
- 3) *Modes of Interpreting*
- 4) *Professional Credentialing*

Module 1 – Unit 1: Legal Authority Unit

Authority and Need for Professional Interpreters

The *Legal Authority Unit* will include narrative and video outlining:

- 1) Why this profession is vital for “access to justice”
- 1) The legal basis for its requirement
 - *Constitutional Rights*
 - *Civil Rights Act of 1964*
 - *Americans with Disabilities Act (ADA)*
- 3) Court rule
- 3) Case law




Module 1 – Unit 2: Court Interpreter Unit

Interpreting as a Profession

The *Court Interpreter Unit* will include narrative and video outlining:


- 1) Interpreting an essential role
- 2) Qualification and competencies (KSAs)
- 3) The Courtroom setting
- 4) Best Practices
 - *Code of Ethics (NAJIT)*
 - *Limitations of Practice*
- 5) Cultural and Ethnic considerations
- 6) State-specific resources



Module 1 – Unit 3: Modes of Interpreting Unit

The *Modes of Interpreting Unit* will include narrative and video outlining:

- 1) Modes of interpreting
 - *simultaneous*
 - *consecutive*
 - *sight translation*
- 2) Common uses of the modes of interpreting
- 3) Role of technology in providing translation services




Module 1 – Unit 4: Professional Credentialing Unit

Types of Certification and Testing – What to expect

The *Professional Credentialing Unit* will include narrative and video outlining:

- 1) Why credentialing is important
- 2) Credentialing categories
- 3) Written Examination
- 4) Oral Examination
 - *Oral Proficiency Interview (OPI)*
 - *5 levels of proficiency*
- 5) Maintaining Credentialed Status



Court Interpreter Orientation Module 2: Skills Building

The **Skills Building** module is designed to train court interpreter candidates who are called upon to provide language access services in a courtroom setting. The module will include three units:

- 1) *Terminology Acquisition*
- 2) *Interpretation Modes – Sight, Consecutive, and Simultaneous*
 - *Lessons & Lectures*
 - *Demonstrations*
 - *Exercises*
 - *Self-evaluations*
- 3) *Ethics and Best Practices*

Terminology Acquisition Unit Sample: Use of Register - Lecture

Lecture: Use of Register and Synonyms in Context

A synonym is a word or phrase that means exactly or nearly the same as another word or phrase in the same language. Alex Araciz, New Mexico Certified Spanish Court Interpreter, discusses the use of register and synonyms in context.

Synonyms

Can you think of other similar examples?

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Terminology Acquisition Unit Sample: Glossary

Glossary

Basic Legal Glossary II/Legal Terminology

Instructions: Study this glossary. These terms are in your **Personal Lexicon**. If you speak a language other than Spanish, research their translation to build your own language specific glossary.

English	LANGUAGE NEUTRAL	Comments
prosecution	A criminal action, the state or federal government party proceeding in a criminal action.	A criminal action, a proceeding instituted and carried on by the course of law, before a competent tribunal, for the purpose of determining the guilt or innocence of a person charged with crime. By an extension of its meaning, "prosecution" is also used to designate the government (state or federal) as the party proceeding in a criminal action, or the prosecutor, or counsel, when we speak of "the evidence adduced by the prosecution."
prosecutor	One who prosecutes another. Not a crime in the name of the government.	An accusation in writing found and presented by a grand jury, legally sanctioned and sworn, to the court in which to issue a warrant, charging that a person has committed the crime (some act, or been guilty of some omission, which by law is a public offense, punishable on indictment).
record	A written account of an act or court proceeding.	A written account of some act, court proceeding, transaction, or instrument, drawn up, under authority of law, by proper officers and designed to remain as memorial or permanent evidence of the matters to which it refers.
warrant	A written order of the court.	A written order of the court which is made in behalf of the state or United States, and is based upon a complaint issued pursuant to statute and/or court rule and which commands law enforcement officers to arrest a person and bring him before the court.

To print or test yourself using these terms, click the "Print" or "Personal Lexicon" button.

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Terminology Acquisition Unit Sample: Quiz

Let's Review Unit 1!

Question 1 of 3

What is implied by good command of two languages?

Good command of two languages implies a reasonable ability to speak and understand with ease.

Good command of two languages implies a reasonable ability to speak and express oneself in ordinary topics of daily domestic life.

Good command of two languages implies a reasonable ability to speak and understand, read and write, converse with ease and accuracy, and express oneself in subject beyond the ordinary topics of daily domestic life, such as professional and technical subjects.

CORRECT



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Interpreting Modes Unit

Sample: Sight-Translation Lecture

Lecture: Sight Translation Techniques

Yuliya Fedasenka, Colorado Certified Russian Court Interpreter, presents the basic techniques for performing sight translation of documents outside the courtroom.

Basic skills

Sight translation is the oral rendition of a document into the target language while reading it in the source language.

Sight translation requires the language professional to quickly process the information heard in reading and render it, without stopping, into the target language.

Next, you will be practicing sight translation!

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Interpreting Modes Unit

Sample: Sight-Translation Demo

Video Lesson: Sight Translation Demo

Peggy Cadwell, New Mexico Certified Spanish Court Interpreter, sight translates a document for a non-English speaking (NES) court customer.

Sight Translation Demo

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Interpreting Modes Unit

Sample: Sight-Translation Practice Preparation

Reading Lesson: Sight-Translation Preparation

Instructions: This lesson is for you to prepare for the sight translation exercise "Affirmation" that will appear on the next screen.

Scenario

In the following exercise you will be sight translating part of an affirmation being signed in the presence of a notary.

Imagine you need to read this document into your target language to a NES customer.

Terminology

Below are some of the terms that are included in the document. *Are you familiar with what they mean? How would you interpret these terms into your target language?* Look them up in the dictionary, if you're not sure. Also, remember if you don't know the exact translation of a term, you can explain the term. That's why it's always important to know the meaning of the term before deciding on a translation.

In the presence

Duly sworn

Deposes

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Interpreting Modes Unit

Sample: Sight-Translation Recording Exercise

Exercise 1: Sight Translation

Instructions: Familiarize yourself with the text. Then, click **start** and begin your sight translation. Click **finish** to conclude. Click **review** to listen to your rendition. You can **re-record** the exercise. Click **submit** to compare your rendition with the suggested translation or see comments.

AFFIRMATION

Sign in the presence of a notary.

Richard Smith, being duly sworn, **deposes** and says that he is the **applicant** named in the **attached** application; that he has read the application and **knows the contents thereof**; that the **information is true** to his **knowledge and belief**.

Sworn to before me this 17th day of July, 2013.

Robert Araiza
Notary Public

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Interpreting Modes Unit Sample: Sight-Translation Self-Assessment

Exercise 1: Sight Translation

Instructions: Familiarize yourself with the text. Then, click **start** and begin your sight-translation. Click **finish** to conclude. Click **review** to listen to your rendition. You can **re-record** the exercise. Click **submit** to compare your rendition with the suggested translation or see comments.

AFFIRMATION

Sign in the presence of a notary.
Richard Smith, being duly sworn,
deposes and says that he is the applicant
named in the attached application; that
he has read the application and knows
the contents thereof; that the
information is true to his knowledge
and belief.

Sworn to before me this 17th day of
July, 2013.

Instructions for self-evaluation: Listen to your interpretation as you follow the text on the left. See how you interpreted the terms that appear underlined. Definitions and/or comments for those terms appear below. Add all words and phrases you don't know to your Personal Lexicon glossary.

in the presence – witnessed by someone
duly sworn – having taken a proper oath
deposes – testifies
applicant – synonym to candidate
attached – appended

Ethics & Best Practices Unit

Interpreter candidates will receive information in and test their knowledge of:

- 1) Code of Conduct for Judiciary Interpreters
 - *NAJIT Code of Conduct*
 - *State specific code of conduct*
- 2) Practical application of the various modes of interpreting
- 3) Application of knowledge in case scenarios
- 4) NAJIT's Position papers on modes of interpreting, team interpreting and summary interpretation.
- 5) Quizzes

Court Interpreter Orientation Administrator's Interface

The system allows the Training Administrator to track and evaluate the progress of an interpreter candidate registered in the Court Interpreter Orientation Suite. This interface includes aspects of:

- 1) *Candidate Statistics*
- 2) *Candidate Tracking and completion rates*
- 3) *Profile Management*

Language Access Coordinator Interface Candidate Management

ACCOUNT MANAGEMENT

Welcome Carol Mitchell
You last logged in on October 7, 2012.

Account Profile

Organization: Arizona Judiciary
Address: 1301 W. Washington Street, Suite 410
Phoenix, AZ 85007
Contact Email: cmitchell@courts.az.gov
Password: *****

Account Summary

You are allowed 30 user accounts total.
27 user accounts have been assigned.
23 user accounts remain unassigned.
21 users have logged in.
8 users have been signed up for testing.
3 users have completed testing.

What action do you want to take?

[Assign New User Accounts](#)
[View User Progress](#)
[View Assigned User Accounts without activity](#) (i.e. the user hasn't logged in)
[Manage Testing](#)
[Edit My Account Profile](#)

Skills Assessment Management

USER TEST SIGNUP

A total of 3 tests remain to be assigned.
If you want to order more tests please go to the [test_requisition_page](#).

Name	Email	Percent Complete	Signup?
Beck, Aileen	baeck@courts.az.gov	8.7%	<input checked="" type="checkbox"/>
Berndt, Margaret	mberndt@courts.az.gov	0%	<input checked="" type="checkbox"/>
Brian, Bruce	brbrian@courts.az.gov	13.3%	<input checked="" type="checkbox"/>
Libetta, Catherine	clibetta@courts.az.gov	5%	<input type="checkbox"/>
Paul, Cathie	cpaul@courts.az.gov	0%	<input type="checkbox"/>
Chris, Cleason	ccleason@courts.az.gov	0%	<input type="checkbox"/>
Arctostay, Cecily	acornay@courts.az.gov	18%	<input type="checkbox"/>
Colleen, Floyd	cfloyd@courts.az.gov	33%	<input type="checkbox"/>
Jenna, Dink	jdink@courts.az.gov	50%	<input type="checkbox"/>
Kerry, Inouation	kinouan@courts.az.gov	0%	<input type="checkbox"/>
Kevin, Jeffers	kjeffers@courts.az.gov	0%	<input type="checkbox"/>
Paul, Julian	pjulian@courts.az.gov	22%	<input type="checkbox"/>
Chad, Kewenah	ckewenah@courts.az.gov	63%	<input type="checkbox"/>
Debi, Kona	dkona@courts.az.gov	0%	<input type="checkbox"/>
Trish, Logan	tlogan@courts.az.gov	0%	<input type="checkbox"/>
Patricia, Stussel	pstussel@courts.az.gov	0%	<input type="checkbox"/>
Roger, Rabbit	rr@courts.az.gov	100%	<input type="checkbox"/>
Martha, Rivera	mrivera@courts.az.gov	0%	<input type="checkbox"/>
Teresa, Romero	tromero@courts.az.gov	0%	<input type="checkbox"/>
Sara, Santalis	ssantalis@courts.az.gov	0%	<input type="checkbox"/>
Alex, Sauerbrey	asauerbrey@courts.az.gov	6.2%	<input type="checkbox"/>
Maria, Urbata	murbera@courts.az.gov	1.0%	<input type="checkbox"/>
Michelle, Wessels	mwessels@courts.az.gov	0%	<input type="checkbox"/>

Indicates the user has been tested before and failed

Thank you!

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