



TRANSLATION AND INTERPRETATION AS A PROFESSION

Tess Whitty – Swedish
Translation Services
- freelance translator, trainer,
marketer, grader

What is required?

- More than being bilingual
- Formal language training
- Living in source or target language country
- Certification a plus
- Subject area knowledge

餐飲後、請將椅子歸位
並帶走您的垃圾、謝謝

www.english.com

Please Keep chair on position &
Keep table cleaned after dining.
Thanks for your corporation.

**ATTENTION GLISSANT
INTERDIT AUX + 5 ANS**

**BEWARE SLIPPERY
PEOPLE OVER FIVE
NOT ALLOWED**

TXALUPA

What is the difference?

Translators

- Written communication
- Work into native language
- Need excellent writing skills in TL, excellent comprehension of SL
- Subject matter knowledge or expertise

Interpreters

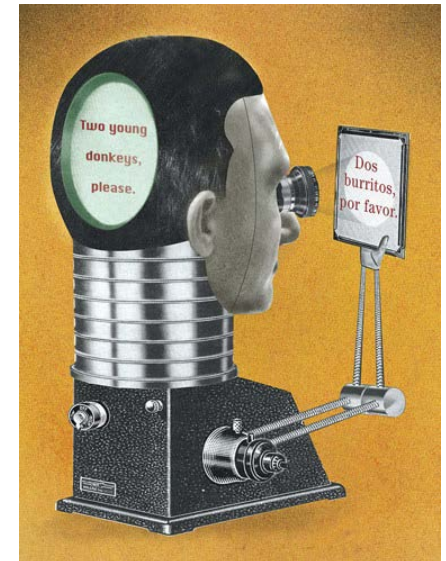
- Spoken communication
- Can work in both directions (F<>E)
- Need good public speaking skills
- Consecutive vs. simultaneous

Types of translation

- Gist/FYI - summary, general meaning
- Inbound - within the organization, for informational purposes
- Outbound - external to organization, detail and meaning important

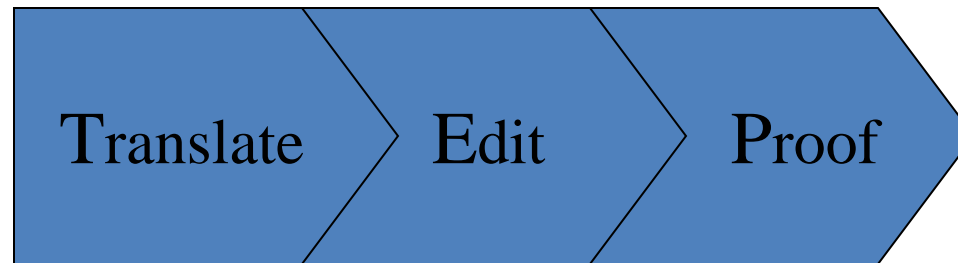
Machine translation

- Will never replace human translators...
- ...but do have a place in the industry
- Good for gist translations
- MT requires post-editing (another career)



The translation process

--The TEP Process—



- Terminology research
- Subject matter research
- Sentence structure
- Readability
- Check spelling, grammar, tables, charts, graphs
- Completeness

Types of interpretation

- Consecutive
- Simultaneous
- Escort



Working as a freelancer

- Flexibility
- Variety
- Highly competitive
- Continuous self-marketing needed
- Feast and famine
- Accounting and taxes



Working in-house

INDUSTRY

- Steady work but income capped
- Gain translation/interpretation experience
- Gain subject area knowledge
- Office politics

TRANSLATION COMPANY

- Translation
- Project coordination, editing, proofreading
- Interface between client and translator
- Exposure to all aspects of industry



How to find work

- Translation-specific résumé
- For freelance work, mainly online
- Apply to agencies
- Finding direct clients through research of
ex. exporting companies,
and attending industry
events



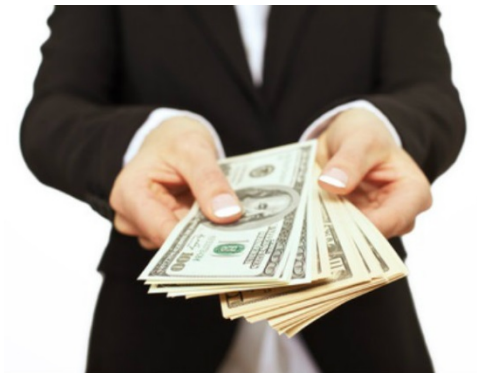
Working with agencies

- Samples and “test” translations
- See the job before you agree to it
- Establish rate & deadline up front
- Details: Reproduce charts, tables? Format exactly as original? Provide glossary?
- Ask for feedback, editor’s comments
- Agency takes care of marketing and project management



How much can I earn?

- Paid by the word in U.S.; other countries often pay by line or page
- Rates subject to supply & demand, language combinations
- Rates can vary according to difficulty, deadline, size of project

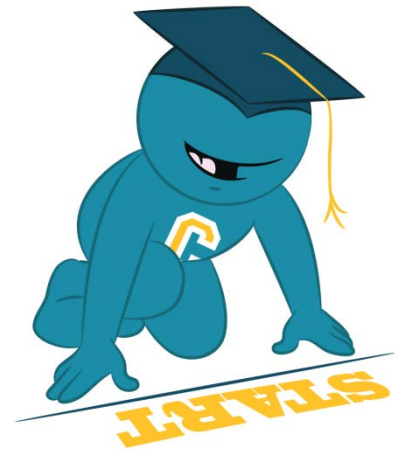


Freelancing & Home office



- Equipment: computer, Internet connection, e-mail; scanner, CAT tools optional, depending on specialization
- Business cards, website, separate phone line and business bank accounts
- Resource material (dictionaries, reference material etc.)

How I got started



- Resume
- Registered on online directories
- ATA Membership
- CAT-tool
- Continuing education in translation and CAT-tools

A typical day?

- No typical day if I do not want to
- 7-9 checking email and replying, planning my day, marketing
- 9-11 exercise
- 12-5 work
- 5-8 family duties
- 6 weeks of vacation, when I want, with a little bit of planning

A TYPICAL DAY
Anything but typical!

Resources

American Translators Association

www.atanet.org

Translation training programs and requirements

http://education-portal.com/translation_training.html

Office of Language Services – US Department of State

<http://www.state.gov/m/a/ols/index.htm>

Questions?

Thank you!

www.marketingtipsfortranslators.com

www.swedishtranslationservices.com

MARKETING TIPS *for* **TRANSLATORS**

for a succesful freelance career and lifestyle