Australian Government

PSPTIS024 Read and analyse general purpose LOTE texts to be translated

Release: 1

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Modification History

Release	Comments
1	This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages.

Application

This unit describes the skills required to read and analyse a written message in a general purpose LOTE text for the purpose of later transfer to English. It requires identifying the key linguistic, cultural, societal and situational elements to be conveyed in the future language transfer process.

General purpose texts are those intended to convey information to a limited and known audience. The text is written in plain language, and the language and concepts expressed are accessible to the general public. There are limited equivalence problems between source and target text and limited requirement for research on the subject beyond client resources.

This unit applies to those working as translators of texts in any language.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and industry codes and standards for ethical translating and interpreting adhered to.

Those undertaking this unit would work independently using support resources as required, while performing specific tasks in a range of contexts.

No licensing, legislative or certification requirements apply to unit at the time of publication.

Competency Field

Translating and interpreting

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

1. **Identify translating requirements and expectations of audience**	1.1 Identify source, context and purpose of text, determining specific requirements and regional or specialist aspects.
	1.2 Identify audience for translated text and confirm that translation requirements and expectations match those of client.
	1.3 Identify social and cultural issues and plan solutions relevant to translation task.
2. **Analyse language of source text**	2.1 Identify source LOTE, including register and style.
	2.2 Confirm and review resources to aid in understanding unfamiliar language.
	2.3 Build, use and maintain assignment-specific glossary.
	2.4 Recognise idiomatic and metaphorical expressions and foreign loan words in source language.
	2.5 Analyse language and writing conventions, determining use of terminology and language.
3. **Analyse grammar and cohesion of source text**	3.1 Analyse function of source language punctuation and determine semantic and syntactic structure.
	3.2 Apply subject and context knowledge to analysis, sourcing further assistance where required.
	3.3 Paraphrase text to check plausibility of comprehension.
	3.4 Restructure text as necessary to clarify meaning.
4. **Resolve difficulties**	4.1 Identify deficient source text and discuss with appropriate persons.
	4.2 Suggest solutions and reformulate text as agreed for effective translation.
	4.3 Use a range of techniques and resources to address and resolve difficulties identified.

Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623

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