



Australian Government

PSPTIS120 Revise translations

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to objectively revise the translated text of another translator. It includes ensuring that content is factually accurate, complete and correctly targeted to its intended end use, and does not alter the message of the source text. It includes high level language and analytical skills required to identify translation difficulties and transfer errors, and the use of research skills to source information that will clarify content issues.

This unit applies to those working as translators who undertake revisions of translated texts for original translators, clients or commissioning service providers.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian Standards and industry codes of practice.

No occupational licensing, certification or specific legislative requirements apply to this 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.

1. Prepare to revise translation.

- 1.1. Identify and confirm work requirements, performance expectations and end use of text, and agree approach.
- 1.2. Obtain and review source and translated text files and associated glossary and documentation and determine personal competence and willingness to undertake assignment.
- 1.3. Select and prepare references and equipment.

2. Compare translated text to source text.

- 2.1. Analyse source text and identify subject and key elements.
- 2.2. Check coherence of translation and identify translation problems and transfer errors.
- 2.3. Compare translated text to source text for completeness and factual and linguistic accuracy.

- 2.4. Evaluate translation fitness for purpose and identify relevant issues.
 - 2.5. Undertake research and make critical use of references to address problems, errors and questions from the original translator.
 - 2.6. Resolve translation problems and record findings and decisions in glossary, citing sources.
3. Propose amendments to translation.
 - 3.1. Make revisions to text using an agreed process and ensure amendments are visible and queries resolved.
 - 3.2. Annotate text where necessary and give clear instructions to desktop publisher where required.
 - 3.3. Provide objective advice in response to questions and propose corrections to text within level of expertise.
4. Submit revised translation.
 - 4.1. Provide revised translation to client or original translator in line with agreed arrangements and confirm that it meets client requirements.
 - 4.2. Discuss proposed corrections to text with appropriate persons, according to established procedures and code of ethics.
 - 4.3. Retain copy of revised translation and associated documentation for future reference, according to privacy and workplace protocols.
 - 4.4. Seek feedback from relevant persons and explore process improvement strategies.

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

Supersedes and is not equivalent to PSPTIS061 Quality assure translations.

Links

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