



Australian Government

PSPTIS064 Read and analyse special purpose English 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 special purpose English text for the purpose of later transfer to a language other than English (LOTE). It requires identifying the key linguistic, cultural, societal and situational elements to be conveyed in the future language transfer process.

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

Special purpose texts are texts for which the purpose is to convey information for a specific audience. The text is written using specific terminology and there may be significant equivalence problems between source and target texts. There may also be a need to undertake extensive research and translate complex language and concepts.

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 a broad range of support resources as required, while performing sophisticated tasks in a range of specialised 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 text register and style. 2.2 Identify complex areas of content and language requiring additional research. 2.3 Confirm and review resources to aid in understanding specialist or technical language. 2.4 Build, use and maintain assignment-specific glossary. 2.5 Recognise idiomatic and metaphorical expressions and foreign loan words in source text. 2.6 Analyse language and writing conventions, determining use of terminology and language.
3. Analyse grammar and cohesion of source text	3.1 Analyse function of English punctuation and determine semantic and syntactic structure. 3.2 Apply subject and context knowledge and experiences in related texts to determine key elements and potential translation problems. 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

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

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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Assessment Requirements for PSPTIS064 Read and analyse special purpose English texts to be translated

Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified, the candidate must demonstrate evidence of performance of the following on at least two occasions.

- identifying the key linguistic, cultural, societal and situational elements in the source text
- analysing source text language and writing conventions for meaning, including:
 - acronyms and eponyms
 - cause and effect relationships
 - cohesive and substitution devices
 - function of words and grammatical elements
 - idioms and idiomatic expressions
 - metaphor and simile
 - punctuation
 - register and style
 - terminology and jargon
- using advanced bilingual research skills and the ability to critically apply specialist resources, including style guides, subject-specific or specialist bilingual glossaries and reference material

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified, the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- discourse and complex source text analysis techniques
- cultural knowledge to identify inherent cultural and socio-cultural concepts
- language structure, metaphors and idioms in source language
- techniques to parse sentences
- subject specialist area and culture-specific knowledge relevant to topic of translation

Assessment Conditions

Assessment of this unit of competency must include use of translation source texts, examples of research and glossaries, and assignment experiences that illustrate diverse skills and strategies for analysing special purpose texts in English.

Consideration must be given to holistic assessment for this unit. Refer to advice in the Companion Volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

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