



Australian Government

PSPTIS138 Use note taking to recall and reproduce source messages

Release: 1

PSPTIS138 Use note taking to recall and reproduce source messages

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to analyse the meaning of a source language message and to reproduce the message in the same language, applying note taking and other strategies to support retention and recall.

This unit applies to those working as interpreters in the consecutive mode, who need to quickly and accurately analyse, remember, and reproduce messages from a diverse range of sources, subjects and contexts, in complex dialogue and monologue settings.

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, 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.

1. Analyse source messages.

- 1.1. Attend to source utterances and make adjustments to assist concentration and comprehension.
- 1.2. Analyse discourse and speaker's strategies to predict discourse direction.
- 1.3. Determine key information and relationships between linguistic and non-linguistic elements in the utterances.
- 1.4. Analyse source utterances and determine linguistic features and structural elements of discourse.
- 1.5. Identify factors affecting the meaning of utterances.

2. Recall source messages.

- 2.1. Use a range of encoding and other strategies to support, retain and ensure the accuracy of information.
- 2.2. Use interactional management techniques as appropriate to the setting to ensure the quality and reliability of recall.

- 2.3. Resolve problems of understanding and recall and seek clarification as required.
- 2.4. Review key information and relationships in source utterances.
- 2.5. Analyse notes for usefulness in recollection of messages.
- 3. Reproduce source messages.
 - 3.1. Retrieve message promptly.
 - 3.2. Reproduce message, maintaining its logical sequence, register and communicative intent.
 - 3.3. Use techniques to track reproduced information.
 - 3.4. Assess effectiveness of strategies used and consider improvements.

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 PSPTIS087 Use note taking to recall and reproduce source messages (LOTE-English).

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

Assessment Requirements for PSPTIS138 Use note taking to recall and reproduce source messages

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- use notetaking techniques on at least two occasions, one in each language direction, or in the case of languages without a written form, two occasions in the same language direction, including:
 - applying linguistic, semantic and pragmatic strategies to address structural elements of discourse
 - developing and applying own note taking techniques to support retention and recall
 - maintaining information recall and reproduction
 - overcoming problems in language, meaning and presentation
 - reproducing diverse messages accurately and coherently.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- characteristics of communication
- linguistic and non-linguistic elements of utterances
- linguistic features, including register appropriate to setting, and forms and variations of language
- universal interpreter note taking techniques and conventions
- techniques to assist recall and track reproduced information
- structural elements of discourse, including content, context and intention.

Assessment Conditions

Skills must be demonstrated in a workplace or simulated environment that reflects workplace conditions.

Assessment must ensure access to:

- examples of source messages typical of interpreting assignments that include diverse content and contexts.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

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