



Australian Government

Department of Education, Employment and Workplace Relations

PSPTIS604A Translate multimedia source material

Revision Number: 3

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Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor edited.
2	PSP04V4.2	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

Unit Descriptor

This unit describes the outcomes, skills and knowledge required to translate into another language audio and audiovisual source language tapes and scripts so that they may be narrated or re-voiced in a target language, or be used as subtitles or captioning to a video source text. The unit requires a high level of comprehension of the audiovisual source language, the ability to work between two different languages in spoken and written form, and the ability to reflect the register of the source in the target language. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Application of the Unit

This unit applies to a range of translating assignments where target language translations will be used for media, promotion, and public information purposes requiring functional equivalence; and for entertainment and dramatic material where adaptation to audience may take precedence over fidelity to source.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

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 statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to translate	1.1 Confirm assignment requirements and prepare suitable tools and equipment. 1.2 Attend to source content and identify topic and key elements. 1.3 Identify technical problems and mark up source script where relevant. 1.4 Analyse and address technical or transfer issues through negotiation with clients and technical advisers. 1.5 Develop and extend glossary and make critical use of other reference material to identify meaning in context. 1.6 Choose approach to translation suitable to target audience and purpose of the text.
2 Draft translation	2.1 Research and apply established translation precedents, making critical use of reference material, and identify need for additional resources and information. 2.2 Research facts and cultural and situational references where necessary and analyse and adapt cultural and linguistic content as appropriate. 2.3 Produce draft translations of source texts that are accurate, coherent, and appropriate for context, target audience and end use. 2.4 Record translation decisions and justification in glossary.
3 Adapt draft translation to requirements	3.1 Review translation with reference to time code and vision, and match to timing. 3.2 Adapt to image and audio delivery applying conventions to maintain narrative flow. 3.3 Ensure that translation is fit for purpose.
4 Check draft translation	4.1 Check accuracy and coherence of draft translation, and identify and correct errors manually and using computer-based tools. 4.2 Confirm consistency of register, style and terminology of target translation and evaluate functional equivalence and fidelity as appropriate to target audience. 4.3 Collaborate with appropriate advisers to obtain independent quality control and incorporate recommended changes.
5 Finalise translation	5.1 Use technology to format translation according to agreed specifications and end use requirements. 5.2 Proofread translation and produce final version according to client requirements and within suitable timeframe. 5.3 Discuss issues and solutions with relevant persons and

explore process improvement strategies.

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- analytical skills to analyse own work practices and evaluate process outcomes critically
- communication skills to identify and confirm requirements with client and collaborate with colleagues and advisors
- language skills to comprehend audiovisual source and meet target text requirements given the need to write for spoken or signed delivery, including:
 - adjusting syntax to match words to screen image
 - attending to natural semantic order
 - presenting information linearly
 - placing subject and verb in close proximity
 - re-casting relative clauses as separate sentences
 - using short sentences
- literacy skills to:
 - mark up source language script
 - read and follow instructions
 - record translation decisions and justification in glossary
 - research cultural and linguistic content
- numeracy skills to:
 - match translated text to timing of audio and visual source material
 - translate script with reference to time codes
- problem-solving skills to:
 - address technical problems
 - develop strategies for addressing translation issues and transfer problems
- research skills to:
 - develop and extend glossary and other reference material
 - identify translation precedents relevant to assignments
 - make critical use of reference material
 - undertake advanced research into cultural and situational references
- self-management skills to:
 - ensure suitable work environment, including adequate light, physical comfort and ergonomic work practices
 - organise and use tools and equipment suitable to task
- teamwork skills to:
 - liaise with colleagues to obtain independent quality control
 - discuss and agree upon recommended changes
- technical skills to:

- adapt translation to visual and audio delivery of source text
- translate with reference to time code and images
- technology skills to:
 - use audio-visual equipment
 - use information and communications technology to translate audio/visual source language
- advanced translating skills to translate source texts into functionally equivalent target texts, including:
 - adaptation
 - contrastive analysis of meaning and language
 - equivalence at the level of discourse, pragmatics, syntax and word
 - grammatical function transposition
 - localisation

Required knowledge

- advanced research methodologies and sources of reference material suitable to translating assignments
- censorship rules
- subject and assignment protocols and conventions
- purpose and implications of translation
- mark-up protocols
- narration and re-voicing techniques, limitations and protocols
- OHS practices and procedures relevant to assignment
- processes for recording data and administering records
- professional procedures and guidelines, ethical practices and business standards applicable to assignment
- high-order comprehension of spoken source language
- high-order target language to meet spoken register target text requirements
- sources of reference material suitable to translating assignment
- subtitling conventions
- techniques for adapting cultural and linguistic content
- techniques for matching translation to images or sound
- tools and equipment required to translate for audio tapes, broadcasting and subtitling

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms the ability to translate audio and audiovisual source language tapes and scripts so that they may be narrated or re-voiced in a target language, or be used as subtitles or captioning to a video source text. This includes:

- negotiating client and assignment requirements and issues associated with media sources and technology
- identifying purposes, end product, quality mechanisms, and expectations
- using specialist equipment, resources and glossaries
- drafting and reviewing translations to reflect the purpose and conditions of the end use
- maintaining consistency of register, style and terminology of target text and evaluate functional equivalence and fidelity as appropriate to purpose and target audience
- analysing and adapting cultural and linguistic content as appropriate to purpose and target audience
- matching to timing and adapting to image and audio delivery to maintain narrative flow
- collaborating with clients, advisers and technical support
- using high-order language skills, including the ability to code switch between spoken and written language, and to translate into spoken register

Context of and specific resources for assessment

Evidence for assessment of this unit of competency will make use of scenarios, case studies, experiences and, where possible, examples of interactions with colleagues and clients which illustrate a range of skills and strategies for translating multimedia source material.

Resources for assessment include:

- examples of a range of texts produced from audiovisual sources
- observation of candidate translating from audiovisual sources in real and simulated settings using appropriate available technology
- scenarios which provide examples of:

- a range of different client purpose, conditions and requirements
- practical and technical issues and problems and how they are addressed

This competency will ideally be assessed in a multimedia environment with access to suitable equipment and technology reflecting current practice. While the content and scenarios may be simulated, evidence should reflect the conditions of real assignments in translating a range of multimedia source material for both scripts and sub-titles or captions.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Tools and equipment may include:

- computer with scripting software
- media player
- video recording, reviewing and editing equipment
- monitor
- offline medium
- script template
- stop watch
- time code device

Key elements may include:

- context
- purpose
- register

Source script is ***marked up*** to:

- note in and out times for narration and other speech
- note in and out times for supers, credits and other on-screen text
- note technical problems
- number paragraphs and cues

Issues may include:

- quality of audio/visual source
- censorship issues
- client expectations
- language such as jargon, dialect and idiomatic expression
- allocation of time and resources
- technical support
- familiarity with technology
- copyright
- transfer issues
- for Auslan target texts linguistic factors:
 - sign articulation in a 2D medium
 - appropriate non-manual and prosodic features
 - cohesion
- welfare and safety issues

Matching to time may

- may involve contacting author or client for

include:

suggestions and:

- condensing length of text to fit in and out times
- lengthening text with adjectives
- matching text to frames

Adapting to image and audio delivery may include:

- applying relevant subtitling conventions
- reading target text aloud
- using appropriate strategies to ensure that target language responds to demands of vision and audio delivery:
 - adjusting syntax in order to match words to screen image
 - attending to natural semantic order
 - keeping sentences short and simple
 - placing most important word at end of sentence
 - placing subject and verb in close proximity
 - presenting information linearly
 - re-casting relative clauses as separate sentences

Fit for purpose may include:

- narration
- re-voicing
- supers, credits and on-screen text
- for Auslan/English interpreter incorporate through picture-in-picture

Appropriate advisers may include:

- client
- editor
- checking translator
- specialist expert

Unit Sector(s)

Not applicable.

Competency field

Translating and Interpreting.