

Term End Examination : June - 2018

**CERTIFICATE IN TRANSLATION (ENGLISH-ODIA)**

**Translation of Official Documents (CIT-03)**

**Time: 3 hours**

**Full Marks: 100**

Read the instructions carefully before attempting questions from each group.  
Group – D is practical.

**GROUP – A**

*Q.No. 1. Answer all questions selecting the right options. Each carries 1 Mark [1 X 10 = 10]*

- i. What do you mean by CAT?
  - a. Computer Assisted Translation
  - b. Community Assisted Translation
  - c. Course Associated Translation
  - d. Computer Associated Translation
- ii. In IMRAD formula, M stands for - ?
  - a. Methodology
  - b. Method
  - c. Manual
  - d. Machine-operated
- iii. What does MT stand for?
  - a. Machinery Translation
  - b. Machine-operated Translation
  - c. Machine Translation
  - d. Machine-assisted Translation
- iv. MT is an area of applied research under \_\_?
  - a. National Language Programs
  - b. Natural Language Programing
  - c. Natural Language Process
  - d. National Language Processes
- v. MaTra is a \_\_?
  - a. Form of CAT
  - b. Type of MT
  - c. Web Forum
  - d. Human-Assisted Translation project
- vi. Anusaraka is a/an \_\_?
  - a. MT project
  - b. CAT software
  - c. Both
  - d. None of these
- vii. Which project is based on TAG?
  - a. Anglabharat
  - b. Anusaraka
  - c. Anuvadak
  - d. Mantra

- viii. In which project Odia language is included?  
a. TDIL                      b. TAG                      c. both                      d. none of these
- ix. Word-to-word translation is also called \_\_\_?  
a. Literary translation                      b. Literal Translation  
c. Paraphrase                      d. Anaphrase
- x. Completeness and accuracy of the translated text have to be authenticated by the appropriate authority if the translator is a \_\_\_\_.  
a. Freelance                      b. consultant  
c. uncertified translator                      d. certified translator

### **GROUP – B**

*Q.No. 2. Write short notes on any 4, each within 50 words.                      [5 X 4 = 20]*

- a) Define official document.
- b) What is the difference between full text translation and extract translation?
- c) Define report.
- d) Enumerate the four different functions of a report.
- e) What is a travel report? Lay down its components.
- f) Define Administrative Terminology.

### **GROUP – C**

*Q.No.3. Answer any 2 (two) questions each within 200 words.                      [10 X 2 = 20]*

- i. What are the various types of Official Documents?
- ii. Explain the need for standardization of Administrative Terminology in Odia.
- iii. Discuss the scope of official documents translation.

- iv. Comment on the importance of reports. What is the significance of translation of reports?

**GROUP – D**

**[ PRACTICAL ]**

**Q.No.4. Answer the following question each carries 10 marks. [10 X 2 =20]**

- a) Briefly discuss the nature and methods of translation of reports.  
b) Translate the following phrases into Odia:  
i. No action appears to be necessary  
ii. Notes above for kind perusal  
iii. Submitted for orders  
iv. observations of FD  
v. Submitted for orders  
vi. The undersigned is directed to say that  
vii. Prayer disallowed  
viii. Government have observed with displeasure  
ix. Office memorandum and endorsement  
x. Order of Officiating Promotion

**Q.No.5. Answer any 2 (two) questions each within 250 words. [15 X 2 = 30]**

- a) What do you mean by the IMRAD formula? Discuss in detail.  
b) Enumerate the different types of reports.  
c) What are the guidelines for translation of official documents?  
d) Translate the following Press Release into Odia:

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NSH helps in aggregating and providing relevant information relating to education and career for all concerned. It also provides support to the students and parents in addressing their grievances. NSH provides them with necessary guidance to enable them to approach the appropriate authorities mentioning here is that NSH works as eyes and ears for all stake said earlier, viz., the students, parents, teachers and

educational service providers, administrators, regulators, law-makers, and the interested in the field.

This section has a students' grievance redressal system and deploys a world help-desk software wherein help can be sought and support given to any requester in a documented manner through various support channels viz., chat, phone, twitter, facebook, postal or courier services.

Apart from all the channels a dedicated mobile phone helpline number 8895088951 has been provided.

With the deployment of world-class help -desk software for queries or grievances, help or support, a student or parent can click on the 'support' portal and go to any link viz., facebook or twitter icon in the Help & Support section at the right hand top corner of the home page in the website. The student may also opt for getting the information by 'Post or Courier' mode.

Once you click on the 'support' portal, it will guide you to sign up; and having signed in, you will have access to the complete features of the portal.

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**Facebook page:** [www.facebook.com/](http://www.facebook.com/)

**Twitter handle:** [www.twitter.com/nshhelpline](http://www.twitter.com/nshhelpline)

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**Ideas and Feedback:** This portal can be used by the students, parents, various educational institutions and all those who visit our website for suggesting new information and ways and means for further development of the site.

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