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Certificate in Translation (CIT)

CIT-01

**Nature & Scope of
Translation**

Block

2

Role of a Translator

Unit-4:

Difficulties of Translating from English to Odia

Unit-5:

Skills, Duties and Responsibilities of a Translator

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CERTIFICATE IN TRANSLATION

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Dear Student,

Welcome Note

Hope you are enjoying learning translation from English to Odia. This course will give you the knowledge of certain basic principles and techniques for quality translation. In the previous Block-1 of CIT programme, titled 'Translation: An Overview' you got some knowledge about the meaning, nature and scope of translation, its relevance in the age of globalization and the difference between 'Literal Translation' and 'Transcreation'. You also came across some technical terms frequently used in the field of translation.

Now Block-2 of CIT-01 titled 'Role of a Translator' is in your hands. This block contains two units, viz., Units 4 & 5.

In Unit-4 you will learn about various difficulties that you might face during translation and how to overcome them. This is a bit more practice-oriented unit.

Unit-5 deals with the skills, duties and responsibilities of a translator. If you want to adopt translation as a profession, this unit will lead you to your goal by letting you know the basic requirements and path you ought to follow.

Let us follow the famous words of Swamy Vivekananda, "*Do not lower your goals to the level of your abilities; instead, raise your abilities to the height of your goals.*"

There is no substitute to hard work. Work hard and you will succeed.

Dr. Sambhu Dayal Agrawal
Academic Consultant, CIT

Unit-4: Difficulties of Translating from English to Odia



Structure of the Unit

- 4.0 Objectives
- 4.1 Introduction
- 4.2 Why is it considered difficult to translate from English to Odia
 - 4.2.1 Sounds of English
 - 4.2.2. Vocabulary
 - 4.2.3 Parts of speech
 - 4.2.4 Idioms, Phrasal Verbs and Collocations
- 4.3 Structure of English and Odia
 - 4.3.1 Phrasal Structure
 - 4.3.2 Syntax or Sentence Structure
- 4.4 Summing Up
- 4.5 Model Answers to Self-Check Exercises

4.0 Objectives

After studying this unit you should be able to:

- Identify the difficulties of translating from a foreign language i.e. English to Odia
- Demonstrate understanding of the different items of vocabulary and their corresponding translations in Odia
- Explain the difficulties involved in the translation of idioms, phrasal verbs and collocations
- Describe the differences in the structure of the English phrases and their translations in Odia
- Apply your understanding of the differences in both the languages and translate from English to Odia with more ease.

4.1 Introduction

In order to build cross-cultural relationships, maintain interpersonal communication and sharing knowledge with people of a different language community, it is essential for us to make use of translation. Most of the countries in the world use the English as the lingua franca (common language) to exchange



thoughts, ideas and feelings; preparing agreements and memorandum of understanding. But in a country like India, where diversity is spread across all spheres of society and life, language is a barrier in freedom of communication. So translation is a necessary tool to ensure proper communication among local people. Historically English is the main language of education, Laws, policies, plans, information, communication, administration, and governance etc. But the importance of the vernacular or state specific languages is equally significant. In a bilingual situation, one comes across information or communication gaps, which are possible to be overcome through translation from English to the vernacular or the regional language of the state concerned. But readers or speakers of one language must first have a good grasp of the context in which the words are spoken or written before trying to find out the meanings of the words in translation. Translation can be of various types and the skills required for each of them can be different. We have commercial translation, website translation, e-commerce Translation, document translation, transcreation, technical translation, legal Translation, travel and tourism translation.

4.2 Why is it considered difficult to translate from English to Odia

It is often said that English is a difficult language to learn and translate. For the speakers of Indian languages, translating from English is much more difficult than translating from Indian languages because the Indian languages share common sentence patterns and also share an amount of vocabulary due to their Sanskrit origin. Usually the translators face problems in regard to the following areas.

4.2.1. Sounds of English

As we know, the sounds of English are different from the sounds of English. In English we have eight vowels, 12 diphthongs (ସଂଯୁକ୍ତ ସ୍ଵର ବା ଦ୍ଵିସ୍ଵର) and 24 consonants whereas in Odia we have 12 vowels and 45 consonants. Moreover, English is a syllabic and stress-timed language whereas Odia is not. Hence the way we pronounce a word in English differs from the way we pronounce a word in Odia. This is particularly relevant, when we are engaged in simultaneous interpretation and are required to transfer the message spoken by a foreign speaker to a chosen audience. Say for example a person not acquainted with the differences in pronunciation because of the change of part of speech, may get the meaning wrong.

The unusual conduct of the boy surprised all the guests.
She conducted herself beautifully at the party.

While translating the live speeches or oral presentations of diplomats, academic experts, scientists, and business tycoons at international workshops, conferences, and interpreters are required to simultaneously translate / interpret the contents of the speech or the presentation from English to Odia for the benefit of the local audience. This is also applicable to translation or dubbing or sub-titling of the



audio-visual materials, films and documentaries from English to the local languages like Odia to make the materials accessible to the masses.

A major problem with English is that it has a number of influences like Latin, German, French and Asian, Indic. The influences are not visible in the language but one can mark the influences when the language is spoken. Sometimes we also tend to confuse when the words look alike but have different spellings and meanings. For example, words like ‘though’, ‘trough’ and ‘through’ have slight differences in their spellings but have different pronunciations and meanings. Wrong pronunciation of a word in the source language by a speaker may also lead to ridiculous or unacceptable interpretations. Say for example, if the speaker pronounces ‘diary’ as ‘dairy’, one may get a completely different meaning. Likewise, if an interpreter is not aware of all the sounds of English, s/he may often guess a different meaning than it is meant.

The flexibility available with English in the choice of words is also its strength. Having it is precisely this flexibility that has allowed English to function among so many dialects and in different countries across the globe.

4.2.2. Vocabulary

Under this section we shall discuss the difficulties involved in the translation of Homonyms, Homophones, Homographs, Onomatopoeic words, Technical terms, Culture-specific terms, Parts of speech (nouns, adjectives, adverbs, prepositions), Determiners (articles, possessives), Compound Words and Neologisms.

Homonyms

Homonyms are the words which have same spellings or pronounced the same but have different meanings. As the non-native speakers of English, we often get confused between a word and its homonym. It is only through a proper understanding of the meaning of the word in its context that we can transfer its meaning accurately from the source language to the target language.

When taking homonyms into consideration, a simple sentence like ‘I went to the bank’ could either mean: ‘I visited the establishment where money is deposited’ or ‘I walked to the sloping bit of land by the river’

Here are some more examples of these tricky lexical brain teasers:

The bandage was wound around the wound.

We must polish the Polish furniture.

The soldier decided to desert his dessert in the desert.

(*Dessert* = ଭୋଜନ କରିସାରିବା ପରେ ଖିଆଯାଉଥିବା ମିଠେଇ ବା ଫଳ)

While translating such sentences into Odia, we should be very careful to distinguish between the words having similar spellings/pronunciations but different meanings.



Homophones

Homophones are the words which have different spellings but are pronounced in the same manner and have different meanings. Interpreters who translate spoken communication from the source language to the target language should be very careful while interpreting and should have an attentive ear for the allophones to avoid wrong transfer of messages.

Homographs

Homographs are words that have the same spelling but have similar or different pronunciations. Meanings are always different. The words ‘bear’ and ‘bear’, for example, are pronounced differently when they are used to mean ‘tolerate’ and ‘an wild animal’ respectively. A translator has to understand the difference in the uses of the two words to transfer the right meaning.

Onomatopoeic words

Onomatopoeic words are the most difficult words to translate as there are no linguistic equivalents for all such words. If at all there are words, they are different.

| English | Odia |
|----------------------------|--|
| 1. a murmuring stream | ୧. କୁଳୁକୁଳୁ ନାଦିନୀ ଝରଣା |
| 2. tinkling of the anklets | ୨. ପାଉଁଜିର ରୁଣୁଝୁଣୁ ଶବ୍ଦ |
| 3. cawing of the crows | ୩. କୁଆର କା-କା ରାବ |
| 4. croaking of the frogs | ୪. ବେଙ୍ଗମାନଙ୍କ କେଁ-କଟର ରଡ଼ି/ ବେଙ୍ଗରଡ଼ି |
| 5. chirping of the birds | ୫. ପକ୍ଷୀଙ୍କ କାକଳି |

Technical terms

Technical terms are easy to translate if the equivalents are available in the target language. Or else, the translator is required to find a new word (neologism) on the basis of its meaning or equivalents in similar languages or use a word which is closer in meaning. We may also use it in its English form as is done for computer, internet, mouse, keyboard, Face book etc. This is being done in all the languages. The main purpose of all translation is to transfer the sense or meaning. Word is only a means to reach that end.

Culture-specific terms

Culture-specific terms are also equally difficult to translate because a word is meaningful in its cultural context. Isolated from the cultural context, such words become meaningless. The word ‘incorruptible’ in English, for example, when translated into Odia becomes ‘ଯେଉଁ ବ୍ୟକ୍ତି ଦୁର୍ନୀତିଗ୍ରସ୍ତ ହେବ ନାହିଁ’; but we do not have a single word for this. Likewise, the word ‘*canonisation*’ cannot be translated into Odia as it is not culturally relevant. Seeing the Chief Guest near the gate, all women ululated (produce an appealing sound in chorus as a mark of welcome). In Odia we have the verb ‘ହୁଳହୁଳି ପକାଇବା’ to mark such an occasion. A foreigner



| English | Odia |
|--------------|----------|
| education | ଶିକ୍ଷା |
| civilization | ସଭ୍ୟତା |
| reward | ପୁରସ୍କାର |

However, words like ‘burger’ and ‘cake’ cannot be translated into Odia. We prefer to use them in their original forms as we do not have any equivalents. Any attempt to find an equivalent for such words will lead to ridiculous translations. When English language has vocabulary from majority of the world languages because of its global reach, there is no reason why we should discourage the practice of using the words borrowed from English.

Some nouns have exact equivalents in both the languages but some do not have equivalents. For example, the phrase ‘new born baby’ when translated into Odia becomes ‘ସଦ୍ୟଜାତ ଶିଶୁ’, ‘danced beautifully’ becomes ‘ବହୁତ ଭଲ ନାଚିଲା’. The first phrase is a noun phrase where we have noun preceded by a participial adjective whereas in the next verb phrase we have a verb followed by an adverb. In the translated phrases in Odia we have the participial adjective before the noun but the adverb goes after the verb.

Verbs

Rules form the bedrock from which students understand the intricacies and complexities of the language. But when these rules arbitrarily change, then they face problems. Most of the regular English verbs have the past tense in the normal pattern (either ‘d’ or ‘ed’ is added to the main verb) and are easy to predict.

Pick becomes picked

Accept becomes accepted

Add becomes added

But still there are many verbs which are irregular in their forms and often confuse the Odia speakers who want to translate them into Odia. Verbs having similar forms in all the tense forms (like put, cut, hit) are the most confusing. Unless one has a clear understanding of the context, one cannot translate the verb in the correct tense forms.

English: Children cut the cake into three pieces.

Odia: ପିଲାମାନେ କେକ୍‌ଟିକୁ ତିନି ଭାଗକରି କାଟିଲେ (*past tense*)/ କାଟୁଛି (*present*)...

We should also be careful while translating verbs having multiple meanings, particularly opposite meanings. The word ‘dust’ for example can be used to mean ‘to remove dust’ and ‘to put dust or powder over something’. Look at the English sentence and its translations in Odia.



English: We should dust the room before we occupy it.

Odia: ଏଇ କୋଠାରେ ରହିବା / ପ୍ରବେଶ କରିବା ପୂର୍ବରୁ ଆମେ ଏହାକୁ ସଫା କରିବା ଉଚିତ୍ ।

If someone uses the other meaning to translate the word ‘dust’ it will have a ridiculous sentence like-

ଏଇ କୋଠାରେ ରହିବା ପୂର୍ବରୁ ଆମେ ଏହା ଉପରେ ଧୂଳି ବିଞ୍ଚିବା ଉଚିତ୍ ।

Prepositions

Likewise, the prepositions in English become postpositions in Odia. Look at the following examples to understand how it is done.

| English | Odia |
|-----------------------|---------------------------|
| 1. in the temple | ୧. ମନ୍ଦିରରେ / ମନ୍ଦିରଭିତରେ |
| 2. on the table | ୨. ଟେବୁଲ ଉପରେ |
| 3. across the river | ୩. ନଈ ଆର ପାରିରେ |
| 4. since the morning | ୪. ସକାଳୁ |
| 5. towards the school | ୫. ସ୍କୁଲ୍ ଆଡ଼କୁ |

Determiners (Articles, possessives)

English has the articles but Odia does not have them. It has case markers for the subjects in the nominal case. Hence proper care should be taken while translating noun phrases containing articles. Say for example, when we translate a phrase ‘a good boy’ we say ‘ଭଲ ପିଲାଟିଏ’, but when we say ‘the good boy’ to mark a particular boy we say ‘ଭଲ ପିଲାଟି’.

In the same way, possessives in English have two forms.

| English | Odia |
|--------------------------|----------------|
| Father of the nation | ଜାତିର ପିତା |
| Children of this village | ଏ ଗାଁର ପିଲା |
| My friends father | ମୋ ସାଙ୍ଗର ବାପା |
| My book | ମୋର ବହି |

In one case the possessive ‘of’ comes before the noun (nation) but in the second case the possessive ‘s’ comes after the noun ‘friend’. But in the Odia translations, in both the cases we have the possessive marker ‘ର’ after the nouns. Look at the translations in Odia given above.

Compound Words:

Compound words are made up of two or more word. Usually, the meaning of the individual words gets added to give a new meaning to the compound word.



The first group of compound words means exactly what they say, e.g., afternoon, anytime, seashore, underground and so on.

The second group of compound words means half of what they say, at least in a literal sense, e.g., ‘bellboy’ involves a boy but not a bell– though perhaps the boy used to materialize when someone rang a bell? Likewise, a ‘bookworm’ is not a worm but a human who likes to read books.

The third group of compound words has meanings that have nothing to do with the meanings of the individual words involved. For instance, the English ‘deadline’ refers to the final acceptable time to receive or deliver something. It has nothing to do with ‘death’ or a ‘line’.

But we also have exceptions when the two words put together mean something entirely different from the meanings of the individual words. When we translate such words into Odia, we use either a compound word or a new different word if it is available in Odia.

| English | Odia |
|---------------|-----------------------------|
| 1. Headmaster | ୧. ହେଡ଼ମାଷ୍ଟର/ପ୍ରଧାନ ଶିକ୍ଷକ |
| 2. bus stand | ୨. ବସଷ୍ଟାଣ୍ଡ |
| 3. blackboard | ୩. କଳାପଟା |
| 4. doormat | ୪. ପାପୋଛ |
| 5. watchman | ୫. ଜଗୁଆଳି |
| 6. middleman | ୬. ମଧ୍ୟସ୍ଥି |
| 7. notebook | ୭. ଖାତା |

Neologisms

A language may not have a word for a certain action or object that exists in another language. In America, some houses have a ‘guest room,’ which is a room where hosts allow guests to sleep. It is a common room in a house, but Americans don’t have a single word for it, so we use its description, ‘guest room.’ Other languages have a very specific name for that room, e.g. ଅତିଥିଶାଳା in Odia. After ‘globalization’ and ‘liberalisation’ became a buzzwords across the world, Odia language had to come out with its equivalents ‘ଜଗତିକରଣ’ and ‘ଉଦାରତରଣ/ବିଶ୍ୱିକରଣ’. Users of a language start using new words when they want to communicate with their neighbouring community but do not have equivalents in their respective languages.

Hospital-ଡାକ୍ତରଖାନା

Police Station-ପୋଲିସ ଥାନା

Secretariat-ସଚିବାଳୟ

University- ବିଶ୍ୱବିଦ୍ୟାଳୟ



Does this sentence convey any meaning in our cultural context? No, it does not. But when we say, 'କହିଁ ମାମୁଠୁ କଣାମାମୁ ଭଲ', we understand that it means 'something is better than nothing'. This comes very close in meaning to the English sentence given above. However, there are some idioms which have almost exact equivalents, e.g., 'ଯେସାକୁ ତେସା' for 'tit for tat'. It all depends on the expertise of the person who translates.

Phrasal verbs

Phrasal verbs in English are also equally difficult to translate. The words which constitute a phrasal verb have different meanings than the meaning of the phrasal verb. Look at the following sentence.

The firemen put out the fire within fifteen minutes.

In the above example, the phrasal verb 'put out' means 'extinguishing fire' or 'stopping burning' but it literally means 'putting something outside'. Hence the proper translation of this would be:

ଅଗ୍ନିଶମ କର୍ମଚାରୀମାନେ ପନ୍ଦର ମିନିଟ ଭିତରେ ନିଆଁ ଲିଭାଇଦେଲେ ।

Look at some more examples.

| English | Odia |
|--|---|
| 1. The meeting has been put off until next Friday. | ୧. ଆସନ୍ତା ଶୁକ୍ରବାର ଯାଏଁ ସଭାକୁ ସ୍ଥଗିତ ରଖାଯାଇଛି । |
| 2. The nurse looked after the patient well. | ୨. ନର୍ସ ରୋଗୀଟିର ଭଲ ଯତ୍ନ ନେଲେ । |
| 3. I cannot put up with your mischief anymore. | ୩. ମୁଁ ଆଉ ତୁମ ବଦମାସା ବରଦାସ୍ତ କରିପାରିବି ନାହିଁ । |

Collocations

Collocations are groups of words which are used together as a convention by the users of a language to convey messages in better ways. Non-native speakers find them very challenging when translating them into their respective languages. Let's look at the following examples to understand how it is difficult to translate such expressions.

| English | Odia |
|------------------------|--|
| 1. A great achievement | ୧. ଏକ ବଡ଼ସଫଳତା |
| 2. Bread and butter | ୨. ଦାନାପାଣି |
| 3. Play the trick | ୩. ଚାଲାକି ଦେଖାଇବା |
| 4. Face the music | ୪. (କୁକର୍ମ) ଫଳ ଭୋଗିବା |
| 5. Give a hand | ୫. ସହାୟତାର ହାତ ବଢ଼ାଇବା / ସାହାଯ୍ୟ କରିବା |
| 6. Doing a favour | ୬. ସାହାଯ୍ୟ କରିବା (ନମ୍ରତାର ସହ ସାହାଯ୍ୟ ମାଗିବା) |
| 7. Making a mistake | ୭. ଭୁଲକରିବା |



Self-Check Exercise-3

Translate the following idioms, phrasal verbs and collocations into Odia.

1. A bad workman quarrels with his tools.
2. Too many cooks spoil the broth.
3. Call off a strike
4. Bring up a child
5. Look down on someone
6. Great disadvantage
7. Hand-in-hand
8. Make someone do a work
9. Let someone do some work

4.3 Structure of English and Odia

4.3.1 Phrasal Structure

In our day to day conversation we usually come across noun phrases, adjective phrases, verb phrases, adverb phrases and prepositional phrases.

Noun Phrases

In the noun phrases of English, we have a noun preceded by an article, possessive or a qualifier. In Odia translation, we put the qualifying words and pre-determiners before the noun but the possessive comes after the noun. Look at the following phrases.



| English | Odia |
|-----------------------------|----------------------------|
| 1. A tall banyan tree | ୧. ଏକ ଡେଙ୍ଗା ବରଗଛ |
| 2. All my favourite friends | ୨. ମୋର ପ୍ରିୟ ବନ୍ଧୁଗଣ/ ମାନେ |
| 3. This beautiful bird | ୩. ଏହି ସୁନ୍ଦର ପକ୍ଷୀ |
| 4. My sister's husband | ୪. ମୋ ଭଉଣୀର ସ୍ୱାମୀ |
| 5. leg of the table | ୫. ଟେବୁଲର ଗୋଡ଼ |

Adjective Phrases

In adjective phrases, we have more than one adjective before the nouns. They follow a definite order. Look at the following adjective phrases.

| English | Odia |
|---------------------------------------|--|
| 1. The new polished Indian ornaments | ୧. ନୂଆ ପଲିସକରା ଭାରତୀୟ ଅଳଙ୍କାର |
| 2. A poor helpless boy | ୨. ଏକ ଅସହାୟ ଗରିବ ବାଳକ |
| 3. Three malnourished tribal children | ୩. ତିନୋଟି କୁପୋଷିତ/ ଅପସୁଷ୍ଟ ଆଦିବାସୀ ଛୁଆ |

Verb Phrases

The verb phrases in English have more than one auxiliary verb but in Odia the auxiliary verbs get embedded into the main verb. The auxiliary verbs get added to the main verbs in Odia translation. One has to take care of this feature of Odia language.

| English | Odia |
|---|--|
| 1. Children have been playing here since the morning. | ୧. ପିଲାମାନେ ସକାଳୁ (ଏପର୍ଯ୍ୟନ୍ତ) ଏହିଠାରେ ଖେଳୁଛନ୍ତି । |
| 2. Father was watering the plants when it rained. | ୨. ବର୍ଷା ଆସିଲାବେଳକୁ ବାପା ଗଛରେ ପାଣି ଦେଉଥିଲେ । |
| 3. Shalini will be reading her lessons by this time tomorrow. | ୩. କାଲି ଏତେବେଳକୁ ଶାଳିନୀ ପାଠ ପଢୁଥିବ । |

Adverb Phrases

In adverb phrases of English we have an intensifier followed by the adverb. In Odia also we follow the same arrangement of the intensifier and the adverb.

| English | Odia |
|--|---|
| 1. I have very gladly accepted your proposal. | ୧. ମୁଁ ତୁମ ପ୍ରସ୍ତାବ ଖୁସିରେ/ ଆନନ୍ଦରେ ଗ୍ରହଣ କରିଛି । |
| 2. The workers finished the work quite successfully. | ୨. ଶ୍ରମିକମାନେ ଅତି ସଫଳତାର ସହିତ କାମଟି ଶେଷ କଲେ । |

Prepositional Phrases

The prepositions in English become the post-positions or the case-markers in Odia

| English | Odia |
|--|---|
| 1. I saw a tiger sitting on the branch of the banyan tree. | ୧. ମୁଁ ବରଗଛ ତାଳରେ ବାଘଟିଏ ବସିଥିବା ଦେଖିଲି । |
| 2. I met my friend at the station at 5pm this evening. | ୨. ମୁଁ ଆଜି ସନ୍ଧ୍ୟା ପାଞ୍ଚଟା ବେଳେ ଷ୍ଟେସନରେ ମୋ ସାଙ୍ଗକୁ ଭେଟିଲି । |
| 3. Kunal walked across the road to drop the letter in the postbox. | ୩. ତାଙ୍କଦ୍ୱାରା ରାସ୍ତା ପାରାକ୍ରମିତ ଭାବେ ପତ୍ରଟି ପୋଷ୍ଟବକ୍ସରେ ଗଢାଯାଇ ଗଲା । |

We shall be discussing the structures of different kinds of phrases of English and Odia in detail in Unit 6 of CIT-02: Functional Translation.

4.3.2 Syntax or Sentence Structure

The basic sentence structure of English contains the subject, verb and the object in the following order.

SVO (Subject→Verb→Object)

Meera loves ice-creams.

Vikash sings beautifully.

Mr Das teaches us grammar.

But in the basic sentence structure in Odia, we have the subject, verb and the object in a different order.

SOV (Subject→Object→Verb)

ମୀରା ଆଇସକ୍ରିମ୍ ଖାଇବାକୁ ଭଲପାଏ ।

ବିକାଶ ଭଲ ଗୀତଗାଏ ।

ଶ୍ରୀଯୁକ୍ତ ଦାସ ଆମକୁ ବ୍ୟାକରଣ ପଢ଼ାନ୍ତି ।

In the complex sentences in English, we usually put the Main Clause first and the sub-ordinate clauses follow the Main Clause.

I don't know when the train arrives.

Rani saw a stranger while coming out of her room.

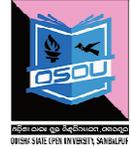
People do not bother if you go without food.

There are a few conjunctions which occur at the beginning of complex sentences. In such sentences the sub-ordinate clause occurs before the Main Clause.

Since you are my best friend, I will support you.

Though I am tired, I will accompany you.

In Odia, we put the sub-ordinate clauses before the Main Clauses almost in all the cases.



ହେଉଁକେତେବେଳେ ଆସିବ ମୁଁ ଜାଣିନି
ନିଜ ରୁମ୍‌ରୁ/ କୋଠରୀରୁ ବାହାରିଲା ବେଳେ ରାଣୀ ଜଣେ ଅଜଣା / ଅପରିଚିତ ବ୍ୟକ୍ତିଙ୍କୁ ଦେଖିଲା
ତୁମେ ଉପାସ ରହିଲେ ଲୋକଙ୍କର କିଛି ଯାଏ ଆସେ ନାହିଁ
ତୁମେ ମୋର ସବୁଠାରୁ ଭଲ ସାଙ୍ଗ ହୋଇଥିବାରୁ ମୁଁ ତୁମକୁ ସମର୍ଥନ କରିବି
ମୁଁ କ୍ଳାନ୍ତ ହେଲେବି ତୁମ ସହିତ ଯିବି

We shall be discussing the structures of different kinds of sentences of English and Odia in detail in Unit 7 of CIT-02: Functional Translation.

Self-Check Exercise-4

Translate the following phrases and sentences into Odia.

Phrases

| English | Odia |
|----------------------------------|------|
| 1. an old Chinese toy | |
| 2. both the parts of this house | |
| 3. on the top of the hill | |
| 4. in the heart of the town | |
| 5. the beautiful modern painting | |
| 6. very carelessly | |
| 7. quite cleverly | |
| 8. on the left side of the road | |
| 9. has been working | |
| 10. will have finished | |

Sentences

1. Mohan plays cricket in the afternoon every day.
2. I will go to the market if it does not rain.
3. Since there has been no improvement in your health, you should change the doctor immediately.
4. I cannot pardon you unless you apologize.
5. You will meet such fools wherever you go.

4.4 Summing Up

In this lesson, we briefly discussed the various difficulties that we face while translating words, phrases and sentences from English to Odia. While discussing the words, we made a comparative analysis of different items of vocabulary like homonyms, homophones, homographs, onomatopoeic words, compound words, neologisms and words in different parts of speech. Then we discussed the difficulties involved in the translation of idioms, phrasal verbs and collocations. Finally we discussed the difficulties faced in translation due to the difference in the structure of the English and Odia language. Under the phrasal structures we discussed the noun phrases, the adjective phrases, the verb and adverb phrases and prepositional phrases. Likewise, under the sentence structure we analysed the basic sentence patterns in both the languages and explained why it is important to take care of the basic sentences patterns while translating from one language to another language. We also discussed the word order maintained in the complex sentences in English and Odia. We discussed all these aspects of language with suitable examples from English and their corresponding translations in Odia. The main focus of all these discussions was to transfer the exact sense of the original English to Odia so that the beauty of both the languages in maintained.

4.5 Model Answers to Self-Check Exercises

Self-Check Exercise-01

୧. ମୁଁ ଏହି ଆଳୁଟିକୁ ସହଜରେ ଏହି ଚିଣତବା ଭିତରେ ଭର୍ତ୍ତି କରିପାରିବି ।
୨. ମହୁମାଛିମାନଙ୍କର ଗୁଣ୍ଡଗୁଣ୍ଡମୋତେ ନିଦରୁ ଉଠାଇଦେଲା ।
୩. ମାଙ୍କଡ଼ର ଲାଞ୍ଜ ବିଷୟରେ /ନେଇ ଲିଖିତ ଗପଟି ଭା'ରି ବଢ଼ିଆ ହୋଇଥିଲା ।
୪. ମନିଟର / କମ୍ପ୍ୟୁଟରର ପରଦା (ସ୍କ୍ରିନ୍) ସଫା ନାହିଁ ।
୫. ବିଶପ ଗରିବ ଲୋକଟିକୁ ନିର୍ଦ୍ଦୋଷ ଘୋଷଣା କଲେ ।
୬. ସକାଳେ ବିରାଡ଼ିମାନଙ୍କ ମଧ୍ୟାହ୍ନ ଅଶୁଭ ବୋଲି ଧରାଯାଏ ।
୭. ଦୂରରୁ ସ୍ଥାନଟି ଦେଖିବାକୁ ସୁନ୍ଦର (ଆକର୍ଷଣୀୟ) ନୁହେଁ ।

୮. ଉପଗ୍ରହଟି ମଙ୍ଗଳ ଗ୍ରହରେ କେବେ ପହଞ୍ଚିବ କିଏ ଜାଣିଛି ?
୯. ଯଦି ତୁମ ଛଡ଼ା ଆଉ କେହି ମୋ ପ୍ରସାବ ଗ୍ରହଣ ନକରେ ମୁଁ କ'ଣ କରିବି ?
୧୦. ମୋତେ ମୋର ଟିକେଟ ଆଗତୁରା/ ଅଗ୍ରିମ ବୁକିଙ୍ଗ୍ କରିବାକୁ ପଡ଼ିବ ।



Self-Check Exercise-2

୧. ଜନ୍ମଦିନ ପାଇଁ ଏକ ସୁନ୍ଦର ଉପହାର
୨. ନେରଝ୍ୱାର୍କିଙ୍ଗ୍
୩. ବୁଡ଼ିଷ୍ଟାଣ୍ଡ
୪. ଗାଁ ମୁଖୁଆ
୫. ଘୋଡ଼ାଚଢ଼ା
୬. ମୋ'ଭଉଣୀର ସହପାଠିନୀ
୭. ଗାଉଁଲି /ଦେଶୀ
୮. ସ୍ଥାନାୟକରଣ
୯. ସବୁଠାରୁବେଶି ଅବାଞ୍ଚିତ ଖାଦ୍ୟ ଦ୍ରବ୍ୟ
୧୦. ଖରାପ ରାସ୍ତା

Self-Check Exercise-3

୧. ଚାଲି ନଜାଣି ବାଟର ଦୋଷ
୨. ଇହୁ ଲୋକରେ ମୁଖା ମରେନି
୩. ଧର୍ମଘଟ ପ୍ରତ୍ୟାହାର କରିବା
୪. ଜଣେ ଶିଶୁର ଲାଳନପାଳନ କରିବା
୫. ଜଣକୁ ହାନ ଦୃଷ୍ଟିରେ ଦେଖିବା
୬. ବଡ଼ ଅସୁବିଧା
୭. ହାତରେ ହାତ ମିଶାଇ ଚାଲିବା
୮. ଅନ୍ୟ ଦ୍ୱାରା କାମ କରାଇନେବା
୯. କାମ କରିବାକୁ ସୁଯୋଗ ଦେବା

Phrases

୧. ଏକ ପୂରୁଣା ଚାଇନା ଖେଳଣା
୨. ଏହି ଘରର ଉଭୟ ଭାଗ
୩. ପାହାଡ଼ର ମଥାନ ଉପରେ
୪. ସହରର ମଧ୍ୟଭାଗରେ
୫. ସୁନ୍ଦର ଆଧୁନିକ ପେଣ୍ଟିଙ୍ଗ୍ (କଳାକୃତି)
୬. ଅତି ବେପରୁଆ ଭାବେ
୭. ଅତି ଚତୁରତାର ସହିତ
୮. ରାସ୍ତାର ବାମ ପାର୍ଶ୍ୱରେ
୯. କାମ କରିଆସୁଛି
୧୦. ସାରିଦେଇଥିବା

Sentences

୧. ମୋହନ ସବୁଦିନ ଅପରାହ୍ଣରେ / ଉପରବେଳା କ୍ରିକେଟ ଖେଳେ
୨. ବର୍ଷା ନହେଲେ ମୁଁ ବଜାରକୁ ଯିବି
୩. ତୁମ ସାମ୍ମୁଖରେ ଉନ୍ନତି ଦେଖାଯାଉନଥିବାରୁ ତୁମେ ତୁରନ୍ତ ଅନ୍ୟ ଡାକ୍ତରଙ୍କୁ ଦେଖାଅ
୪. ତୁମେ ଭୁଲ ନମାଗିଲା ଯାଏଁ ମୁଁ ତୁମକୁ କ୍ଷମା କରିବିନାହିଁ
୫. ତୁମେ ଯେଉଁଠିକି ଯିବ ଏମିତି ମୁଖିଙ୍କୁ ପାଇବ/ ଦେଖିବ



Unit-05 : Skills, Duties and Responsibilities of a Translator



Structure of the Unit

- 5.0 Objectives
 - 5.1 Introduction
 - 5.2 Skills of a Translator
 - 5.2.1 Essential Skills
 - 5.2.2 Additional Skills
 - 5.2.3 Desirable Personal Attributes
 - 5.2.4 How to Improve These Skills
 - 5.3 Duties of a Translator
 - 5.3.1 Key Roles of Professional Translators
 - 5.3.2 Duties of a Translator
 - 5.3.3 Duties of an Interpreter
 - 5.3.4 Moral Duties
 - 5.4 Responsibilities of a Translator
 - 5.5 Duties and responsibilities towards livelihood
 - 5.6 Summing Up
 - 5.7 Model Answers
-

5.0 Objectives

This Unit is based on Skills, Duties and Responsibilities of a Translator. It gives you an idea about various points that a translator should always keep in mind. It also deals with the ways and means to improve his skill and attain a high level of professionalism. After going through the Unit the learners will be able to:

- Outline the duties of the translators
 - Enumerate the responsibilities of the translators
 - Have an idea about the areas to be taken care of to improve their skill in translation.
 - Discover the path leading to becoming a successful translator
-

5.1 Introduction

When we study something or take some training, it means we are learning professionalism in that particular discipline or trade. Likewise while taking up a course in 'translation' it is desirable that we mould ourselves, our knowledge and skill to such a level that we can utilise it in achieving proficiency in translation and thereby earn our livelihood; either as an employed executive somewhere or as a freelance translator. There are certain laid down rules for translation, its methods and guidelines set by the legal authorities for various terminology and techniques, tools and means, resources etcetera for giving a good translated text. We can learn

all this through other Units of this curriculum. However, simply learning the technique of translation is not enough, rather we need to understand all that what is needed for self improvement and complete transformation of our self, personality, wisdom and conduct to match the challenges of the field.



Here are a set of things to keep in mind, ways and means to alleviate our skill and achieve that high level of proficiency in the field. With an adequate knowledge of the desirable skills, duties and responsibilities and how to improve and achieve them, we can stride upon that path, of course with patience and resolute perseverance.

5.2 Skills of a Translator

5.2.1 Essential skills:

- (a) **Good command over the languages:** The basic requirement for a translator is that s/he has to be bilingual or nearly bilingual and well conversant at least in one language. You should be able to understand well the source text and truly know what you are translating. Since you have to reproduce the source language matter beautifully with the same or even additional flavor in another language, you should be fairly well versed in the target language. That is why learned people have always advised that we should translate only into our native language. Since your translation will be read by the native speakers with a lot of experience in the language in which you translate, it is essential that you reproduce a good text.
- (b) **Writers make good translators:** If you are a writer, with a good knowledge of different writing styles and a good practice of correct grammatical presentation of your views in any language, then you can be very good at translation. A writer has the flair to present what he wants to narrate in a picturesque manner. A writer's analytical mind helps understand the original text correctly with reference to its context and also perceive nicely the way to reproduce it in another language.
- (c) **Good inbuilt vocabulary:** A translator should also have a good vocabulary in the target language and a profound understanding of the etymological (ଶବ୍ଦର ବ୍ୟୁତ୍ପତ୍ତି ବା ବିକାଶ) and idiomatic correlates between the two languages; otherwise s/he will not be able to find suitable semantic (ଅର୍ଥଗତ) synonyms (ପ୍ରତିଶବ୍ଦ) of the words and phrases used in the original text. Using dictionaries and glossaries at every step is time consuming and even not possible. However this problem can be overcome through practice and assiduous reading habits.
- (d) **Knowledge of idioms and phrases:** Knowledge of idioms and phrases in both the languages is very much essential for a translator. You should be well versed in various types of typical usage in the concerned languages including idioms and phrases in both the languages so that the corresponding idiom or phrase pops up in your mind immediately at the



sight of any such usage in the source-language text. This too needs a lot of practice.

- (e) **Technical terminology:** Good knowledge of technical terminology commonly used in the concerned field in the respective languages is essential for translation. One should have at least working knowledge in the field in which the translation is to be undertaken; otherwise you can neither make out what the original text says, and even if you understand, can't reproduce it in the target language as you are not aware of the technical vocabulary used in that field of human activity. A person who has not studied chemistry, physics or mathematics cannot translate texts related to those fields. One who does not play, discuss or watch live shows of games like cricket, polo, tennis or chess, will prove quite inefficient in translating such texts even though he may be a towering personality in the concerned languages or in translation of literature. Using glossaries and standard dictionaries however solves this problem to a great extent.
- (f) **Specialize in one or a few subject areas:** If you know a lot about a subject, you can provide better translation. You can choose an area of expertise from your professional history, if you have one. If not, you may be able to find family members or close friends with expertise in a subject matter that you can learn from. You can also take up a course in any subject to learn more about it, or ask a colleague with expertise in an area to train you in translating related material. Having a specialization will also make it easier to market yourself to your ideal clients. Translators who specialize in very narrow subject areas like cosmetics or waste management also do very well. They can speak directly to a special target group, and their clients view them as valuable experts worth paying good money for.
- (g) **Reading Comprehension:** This implies to the ability to read text and understand its meaning. It's not simply word in, word out. You have to be able to read the source material and understand it all, text and context.
- (h) **Research:** Even the most experienced translator will need to be able to look things up. Not just words in a dictionary, but concepts, local information for target and source texts; there are many things you simply won't know going in to a job that you'll need to find out.
- (i) **Composition:** Translation is as much writing as it is mechanical work. You read the source, digest and comprehend it, and then you have to compose it in the target language. A composition skill in both languages is an absolute must.
- (j) **Method of translation:** You should have a finely tuned sense of when to *metaphrase* (**translate literally**) and when to *paraphrase* (sense to sense), so as to assure true rather than spurious equivalents between the source- and target-language texts.
- (k) **Handling cultural elements:** One of the vital attributes that a translator ought to imbibe is that he should have flair to gain knowledge of the socio-cultural aspects of people of various parts of the world. This can provide him a comparative knowledge of various cultures. He should be familiar



with the cultural differences between the regions in which the source and target languages are spoken. Translators also need to function as cultural consultants and let the clients know when something looks inappropriate in the target culture. In such a case the original cultural references should be used with a translator's note; otherwise a similar cultural field prevalent in the target language region may be identified and utilized if compatible (matching) to the context; of course with the client's permission.

- (l) **An eagle's eye-view:** Ability for critical analysis of various types of texts: this helps the translator in proper understanding of the original text and also reproducing it with all its grandeur in the target language. Critical analysis or an eagle's eye-view on the part of the translator helps him make out the inherent contextual meaning of the terms used in the text and also a good reproduction of the same in the target language.
- (m) **Good general knowledge:** General knowledge is very important for translators. If a translator keeps vigil over the happenings all around, including news, administration, judiciary, sports, scientific development and all that, it becomes easy for him to access any text offered to him for translation. This practice also makes him familiar to many a technical terms in various fields of human activity. It can help you pick up mistakes in texts. Watch the news every morning because current affairs may come up in your work.

Self-check exercise-1

Fill in the blanks:

1. The basic requirement for a translator is that s/he has to be _____ and _____ at least in one language to which he can translate.
2. If you have a good knowledge of correct _____ of your views and writing _____ in any language, you can be good at translation.
3. If you know a lot about a _____, you can provide better translation.
4. A translator has to do a lot of _____ to find suitable _____ in the target language.
5. An eagle's eye-view or _____ on the part of the translator helps him understand the _____ meaning of the terms used in a particular text.
6. Knowledge of idioms and _____ in both the languages is very much _____ for a translator.
7. A translator should have a finely tuned sense of when to _____ (translate literally) and when to _____, so as to ensure true equivalents of the terms.
8. Translators need to function as cultural _____ and let the clients know when something looks _____ in the target culture.



5.2.2 Additional Skills:

- (a) **Practice of precision:** Modern man is fast running out of time and patience to go through lengthy masterpieces. A translator should therefore adopt precision in his work. This can be well done with the knowledge of substitution of many words and phrases with a single word in a given language. A lot of reference material is available for substituting many words and phrases with one word. It also requires precision that every translator should imbibe as a regular phenomenon in day to day practice.
- (b) **Calculative about his own caliber and limitations:** A translator should always assess and introspect about the quality of his work and time taken for it. This helps him in negotiating before accepting an assignment so that he is not embarrassed in future for non-compliance of his promise.
- (c) **Ability to work to deadlines:** Generally clients and the controlling officers as well desire the given translation work to be over within a stipulated period of time. A translator should be calculative enough about his own capacity to negotiate in a logical and polite manner keeping in view other assignments in his hand.
- (d) **Ability to adhere to a given framework:** Sometimes translators are given formats and target word counts or even character counts that they must not exceed. Adhering to such specifications require resourcefulness and some linguist acrobatics or lateral thinking on the part of the translator.
- (e) **Flexibility and adaptability:** Translation is a fast-changing profession and translators have to be prepared to pick up new skills and offer new services such as transcription, copywriting, post-editing etcetera in various subject areas.
- (f) **Curiosity:** Curiosity is one of the best attributes you can have as a translator. It will help you learn new skills, research unfamiliar subjects, look up unfamiliar words you come across, spot potential problems with translation jobs and really get to the heart of what your client wants.
- (g) **Picking up new ideas quickly:** A freelance translator does not know what kind of text will drop into his inbox. You should be aware about what are the different topics that translators find themselves translating on any given day.
- (h) **IT skills:** Knowledge of Computer, DTP and Lay-out designing is of immense help. DTP operators commit mistakes which in turn the translator has to make good by repeated proof corrections. This is time consuming and irritating. You should be able to type fast with all your fingers even if you use a speech-to-text software program, since you will need to edit the texts you produce. Thus you can prepare the translation on the computer itself, without a pen or paper, thereby reducing the time consumption to less than half and also saving a lot of wages that would have been paid for DTP and lay-out designing.

Computer Assisted Translation popularly known as **CAT tools** is now an everyday aid for most translators. Staff translators probably have access to newer and more expensive software. These tools are important for

translators who do a lot of similar and repetitive work, like software translation or computer-games.

All translators, whether working from home as a freelance or as staff translator need to be familiar with the word processing software. The most commonly required software suite is Microsoft Office. There are open source alternatives available which may be equally as good. It has auto correction with spell-check options besides grammar suggestions in specific portions of your translation text, of course in English only. IT specialists in other language have to work hard to provide such facilities in languages other than English too.

A computer-savvy translator saves a lot of his time in finding the synonyms, thesaurus and meanings with a single click rather than lifting heavy-weight dictionaries and pondering into it.



Self-check exercise-2

Fill in the blanks:

1. A translator should always adopt _____ in his work.
2. A translator should always _____ and _____ about the quality of his work and time taken for it.
3. A translator should be able to _____ fast with all your _____ even if you use a speech-to-text software program.
5. 'CAT tools' means _____.

Answer to the following questions in 1-2 sentences:

6. How can you precise your text quickly?

7. How can you save time and money in your work if assigned to give a final edited translation of a given text?

8. What are the areas where CAT tools are important?

9. How does a good practice in the use of computers help a translator?



5.2.3 Desirable personal attributes:

- (a) **Punctuality:** A translator has to be punctual in his personal life. The nature of the job of a translator is always time bound. It may be for the sake of publication in a periodical, newspaper, journal, an NGO or a corporate house's requirement that in turn will pay you for your work. If you are not punctual in your daily routine, then other works delayed will delay your translation work and hence cross the deadline, after which your work may be rendered useless.
- (b) **Artistic vision:** A translator has to be artistic in his attitude. He has to reproduce a text created by others beautifully and impressively in another language; and that can be achieved only with an artistic approach on the part of the translator.
- (c) **Self-confidence:** A high level of self-confidence is necessary for a good translation. Reading and assimilating the text, pondering and finding good equivalents and then inventing an appropriate structure of the sentence in the target language for an effective and powerful presentation, everything requires a lot of patience and perseverance that is not possible without self-confidence.
- (d) **Resourcefulness:** Nobody can become an encyclopedia. A translator has to ponder into most appropriate equivalents of various words used in the source language in the target language. For the purpose he has to look into the standard dictionaries, glossaries, use the web and internet software of translation or even personally interact with some friend or specialist in the field. The larger the sphere of such resources, the better results you get. A translator therefore has to be highly resourceful.
- (e) **Assiduous (ଅକ୍ଷିଣ୍ଣ) Reader:** It is a fact that no dictionary or thesaurus can ever be a fully adequate guide in translating, and not even the CAT or computer assisted translation or whatsoever. Assiduous reading is a more comprehensive guide to a language than are dictionaries. A translator can gain wide range of vocabulary, knowledge of syntactic (ବାକ୍ୟ ରଚନା ସମ୍ପର୍କିତ) usage and all that of the source and target languages and their cultural aspects mostly through his reading habit.
- (f) **Utmost dedication:** Translation itself is a monotonous and boring subject. The translator however makes it interesting with his inherent interest of reproducing something in a still beautiful manner in another language, which is not possible without dedication. If you are dedicated to the job in hand, then you will be able to enjoy every bit of your work.



- (g) **Scientific approach:** A scientific approach makes the process of translation systematic and brings an inner beauty in the translated text.
- (h) **High level of patience:** The original text has been authored by somebody else and its subject may be scientific, technical or even an advertisement that the translator may find uninteresting. Moreover, pondering into equivalents in various glossaries and moving word by word with a low pace is really very painful. Completing big volumes in this way therefore needs a high level of patience on the part of the translator.
- (i) **Courageous and challenging:** Have courage to accept such work that you have not done earlier and set to work with a challenging mood thinking that if somebody else can do it, why not I? You should also have the moral courage to ask and ascertain from others, about the synonyms of things, cultural activities in the target language, especially from those people who are well versed with the target language, irrespective of the consideration that whether the concerned person is educated or not.
- (j) **Love and enjoy every bit of your work:** A translator must love his work. However, just because you love something does not mean you will be good at it. Everything takes a combination of skill and effort; some of it you may be born with, but every successful person works extremely hard at what they do. You should enjoy writing, experimenting with words, testing out what goes where best. A keen interest in your work will enable you to reproduce the original text in a beautiful and impressive manner. This attitude will also help you ensure completion of the assignment within the stipulated time and prescribed framework. It will add both volume and quality to the work.
- (k) **Respecting other's abilities and wisdom:** A translator should always be humble and aware of his own limitations. Since he needs the help of others at every step, he can't do so unless he thinks that others are even more learned than he himself is. Respecting others' abilities and wisdom therefore always brings dividends.
- (l) **Soft spoken, but able to say 'no' at the right time:** A translator has to be soft spoken because he needs others' help in finding equivalents and also to enhance his business possibilities. Even with such humble attitude he should also have the courage to say 'no' when he feels pressurized to accept a translation work-piece with a subject that he is not well versed or with such a time limit that he cannot help. This needs a strong will-power on the part of the translator.



Self-check exercise-3

Answer to the following questions in 1-2 sentences:

1. Why is it necessary for the translator to be punctual?

2. Why is it necessary for the translator to be artistic?

3. Why should a translator be resourceful?

4. What is the role of dedication for a translator?

5. Do you agree that a translator should have a scientific approach towards his job? If so, why?

6. Should you accept such work that you have not done earlier? Give reasons.

5.2.4 How to improve these skills

You can improve and acquire all these skills like your vocabulary, imagination and cultural competence etcetera in many ways; viz.:

- (a) Read newspapers and journals, watch TV and listen to radio in your source and target languages;
- (b) Learn from forums, blogs, YouTube, etc.;
- (c) Choose an area of specialization relevant to your academic, professional or other related experience;



- (d) Take courses in translation or your area of specialization; the courses can be online or in person, short or long;
- (e) Take up courses in language and inter-cultural communication and study related materials;
- (f) Cultivate the practice of loud-reading and writing something every day with pen and paper in the concerned languages. This will enhance your vocabulary, sentence structure, writing style and also the relevant spoken languages;
- (g) Enjoy learning and strive to constantly learn new things;
- (h) Diversify your work experience to learn the vocabulary and basic principles of several sectors. However, do keep in mind that it's impossible to master everything. Never translate material you do not comprehend;
- (i) Continuous translation practice in a number of subject areas will also gradually improve your translating skills over time, especially if you can have them looked at and corrected by a native speaker;
- (j) Purchase and refer to language and style guides, and update these resources regularly;
- (k) Keep up to date on the latest developments and terminology through various media in your source and target languages;
- (l) Practice typing until it is as natural as breathing. This keeps your mind focused on translating and not on your fingers;
- (m) Try to acquire and enhance your lay-out designing and IT skills;
- (n) Hire someone for IT and computer support and learn from them;
- (o) Do not allow yourself to be pressured into a project you do not feel comfortable translating. Learn and have the courage to say 'no';
- (p) Use standard dictionaries, glossaries, thesaurus, phone-a-friend and other resources without hesitation;
- (q) Never stop learning!
- (r) Visiting/living in the second language region is the best option;
- (s) Make friends with related people, viz., proof readers, writers, dramatists, poets, from various walks of life like *doctors*, engineers, science teachers and IT-experts etcetera. It is better if they belong to the specific cultures and speak the concerned languages. They can serve as your resource persons at the time of need;
- (t) Don't stay up for days at a time and live on junk food;
- (u) Practice, practice, and practice... Remember Rome wasn't built in a day.



Self-check exercise-4

Answer the following questions:

1. Why should we choose an area of specialization relevant to our academic, professional or other related experience?

2. What is the best way to improve our vocabulary and structural knowledge of a particular language?

3. What is the benefit of continuous translation practice in a number of subject areas?

4. Why should a translator learn typing and lay out designing on a computer?

5. What is the best way to improve your skill in translation?

5.3 Duties of a Translator

5.3.1 Key Roles of Professional Translators

With diverse cultures and languages worldwide, professional translators serve as instruments for three essential human functions: communication, development and culture promotion.



- (a) **In Communication:** Communication among people of different regions is essential for an individual's healthy living, peace and harmony in the society. We cannot build or sustain sound relationship across the world if there is lack of understanding among people; but with professional translators it is possible. This task of professional translators demands nothing less than accuracy. A single mistake in context translation can result in sending an offensive message that can eventually lead to grave misunderstandings between people. With full content management, skilled translators take care of every single detail of the translation process, no matter how big or small.
- (b) **In Growth and Development:** Universal growth of any business requires employing not less than professional translation services to convert a single message to almost all languages in the world. The more languages a single message can be translated, the higher the possibility to reach diverse people. It is only when there's freedom in exchanging goods and skills that global progress can be attained. And nothing can aid in this better than professional translators.
- (c) **Culture Sharing:** In order to be able to appreciate, promote or share culture across continents, it is important that we have an in-depth understanding of it. Professional translators play a vital role in this process. Without them, culture promotion will remain unshared and uncultivated and events that encourage culture sharing are quite impossible.

| |
|---|
| <p>Self-check exercise-5</p> <p>What are the various fields in which a professional translator plays a key role?</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> |
|---|

5.3.2 Duties of a Translator

We can classify the duties of a translator into various groups according to the field of their activities; viz., *Text-translation, Advertisement and commercial translation, Interpretation* etcetera. Besides, there also exists a set of *moral duties* for the translator.

Text, Advertisement and Commercial Translation

- (a) Translators typically work from home. Nearly all translation work is done on a computer, and translators receive and submit most assignments electronically.
- (b) Translations often go through several revisions before becoming final. CAT tools allow translators to work more efficiently and consistently.



- (c) Translators convert written materials from one language into another language so as to have people read the translation as if it were the original.
- (d) The translator writes sentences that maintain or duplicate the structure and style of the original text while keeping the ideas and facts accurate; properly transmitting the cultural references, including slang, and other expressions that do not translate literally.
- (e) Translators predominantly work with business, technical, legal and scientific written materials including letters, reports, articles, books etc. Their work incorporates:
 - (i) Reading and understanding documents
 - (ii) writing and editing copies
 - (iii) preparing summaries
 - (iv) consulting clients
 - (v) developing contacts
 - (vi) using translation computer programmes.
- (f) Check original texts or confer (consult, discuss) with authors to ensure that the translation retains the content, meaning, and feeling of the original material.
- (g) Check translation of technical terms and terminology to ensure that they are accurate and remain consistent throughout translation revisions.
- (h) Compile terminology and information to be used in translations, including technical terms such as those for legal, scientific or medical material.
- (i) Discuss translation requirements with clients, and determine any fees to be charged for services provided.
- (j) **Final touches:** Proof-read, edit and revise translated materials.
- (k) **Technical material:** Understand correctly the legal, scientific and technical texts and reproduce them in another language using the corresponding technical terminology as approved by the government or the Commission for Scientific and Technical Terminology, New Delhi.
- (l) **News writing:** Rewrite the news reports and other such materials into specific languages.
- (m) **Transcreation of advertisements:** Transcreate the advertisement headings and expressions in the target language in an effective and beautiful manner keeping its original message intact.
- (n) **Translator's note:** When a translator fails to find a synonym with the same sense for a word in the original text s/he either borrows the same word from the source language or another from a third language using it in the translation text with the same meaning as the original text. In all such cases the translator should invariably give a note clarifying its original and implied meanings and name of the language from which it has been taken. *A translator's note is usually a foot-note or an end-note, added to the target text to provide additional information pertaining to the limits of the translation, the cultural background, or any other explanations.*
- (o) **Attention to details:** (a) Must aim to transfer every factual detail to the translated document and do so correctly. (b) Always check that you have translated the complete text. CAT tools with their quality assurance

features greatly simplify this task so that mistyped numbers and forgotten sentences become almost impossible.

- (q) **Check for ‘false friends’** and words you commonly misspell because they sound the same but mean something different; e.g., diary and dairy, access and excess, affect and effect, wood and woods, good and goods etcetera.



Self check Exercise-6

Fill in the blanks:

1. Global progress can be achieved only through _____ in exchanging goods and skills. Translators facilitate this by reproducing the _____ and _____ in various languages.
2. Translations often go through several _____ before becoming final.
3. Translators convert _____ material from one language into another whereas the _____ orally reproduce the _____ or _____ language.
4. The translator writes sentences that maintain or _____ the structure and style of the original meaning while keeping its _____ and _____ intact.
5. While translating legal, scientific and technical texts the corresponding equivalent terminology should be compatible to those approved by the _____ or the _____.
6. Transcreation is done to reproduce expressions in the target language in an _____ and _____ manner keeping its original message intact, especially in case of _____.
7. When we fail to find an equivalent we should either borrow the same word from the _____ language or another from a _____ language, but with a translator’s note that is usually a _____ or _____.

5.3.3 Duties of an Interpreter

Career Overview: Interpreters and translators convert information from one language into another language; speak, read, and write in at least two languages fluently. Both of them convert information from one language into another language. Interpreters work in spoken or sign language, whereas translators work in written language.

Interpreters and translators However, the interpreters work in spoken or sign language, but the translators work in written language. The goal of an interpreter is to have people hear the interpretation as if it were the original. Interpreters must usually be fluent speakers or signers of both languages, because they communicate back and forth among the people who do not share a common language.



Interpreters work in settings such as schools, hospitals, courtrooms, and conference centers. They must sometimes travel to conferences. Simultaneous interpreting can be stressful, as the interpreter must keep up with the speaker who may not know to slow down when an interpreter is present.

A. **Normal duties:** Interpreters typically do the following:

1. Listen to the speakers statements in order to determine meanings and prepare translations, using electronic listening systems
2. Convert concepts in the source language to equivalent concepts in the target language
3. Speak, read, and write fluently in at least two languages in which they work
4. Relay the style and tone of the original language
5. Render spoken messages accurately, quickly, and clearly
6. Manage work schedules to meet deadlines

B. **Duties According To Various Modes Of Interpretation:**

There are four common modes of interpreting, viz., simultaneous, consecutive, whispered and sight interpretation.

1. **Simultaneous Interpretation:** Simultaneous interpreters cannot begin interpreting until the general meaning of the sentence is understood. Simultaneous interpreting requires interpreters to listen or watch and speak or sign (make meaningful gestures with the hand, fingers and lips) at the same time when someone is speaking or signing. It requires a high level of concentration. For that reason, simultaneous interpreters usually work in pairs, each interpreting for about 20 to 30 minutes and then resting while the other person interprets. Simultaneous interpreters are often familiar with the subject matter, so they can anticipate the end of the speaker's sentences.
2. **Consecutive Interpretation:** Consecutive interpreting begins only after the speaker has said or signed a group of words or sentences. Consecutive interpreters may take notes while listening to or watching the speakers before presenting their interpretation. Note taking is an essential part of consecutive interpreting.
3. **Whispered Interpretation:** Interpreters in this mode sit very close to the listeners and provide a simultaneous interpretation in a quiet voice; at least two interpreters take turns.
4. **Sight Interpretation:** Sometimes in courts, an interpreter has to read out a text loudly, in a language other than that in which it is written. This type of interpretation is known as sight interpretation.

C. **Duties According To Various types Of Interpretation:**

1. **Conference interpreters** work at conferences where the attendees belong to a different language than that of the speaker. The work is often in the field of international, inter-State or inter-tribe interaction, business or



diplomacy. Conference interpreters often do simultaneous interpreting. The listeners wear earphones tuned to the interpreter who speaks the language they wish to hear. The interpreter listens to a bit of the speaker's talk and then translates that bit. Simultaneous interpreters must be able to listen to the next bit the speaker is saying while converting the previous bit of what the speaker said.

2. **Guide or escort interpreters** accompany visitors abroad or other such places where people speak some other language, to ensure that they are able to communicate during their stay. These specialists interpret in both formal and informal settings. Frequent travel is common for these workers.
3. **Health or medical interpreters** typically work in healthcare settings and help patients communicate with doctors, nurses, technicians, and other medical staff. Interpreters and translators must have knowledge of medical terminology and the common words for medical terms in both languages. Health or medical interpreters must be sensitive to patients' personal circumstances, as well as maintain confidentiality and ethics. Interpretation may be provided remotely, by video relay, or over-the-phone.
4. **Legal or judiciary interpreters** typically work in courts and other legal settings. At hearings, arraignments (indictment, prosecution etc.), depositions, and trials, they help people who have limited English proficiency. The interpreter thus ought to understand legal terminology correctly. Many court interpreters must sometimes read documents aloud in a language other than that in which they were written, a task known as '**Sight Translation.**'
5. **Sign language interpreters** facilitate communication between people who are deaf or hard of hearing and people who can hear. Sign language interpreters must be fluent in English, the source and target languages and in American Sign Language (ASL), which combines signing, finger spelling, and specific body language. ASL is a separate language from English and has its own grammar. Some interpreters also specialize in other forms of interpreting for people who are deaf or hard of hearing.

Some people who are deaf or hard of hearing lip-read English instead of signing in ASL. Interpreters who work with these people do 'oral interpretation', mouthing speech silently and very carefully so that their lips can be read easily. They also may use facial expressions and gestures to help the lip-reader understand.

Other modes of sign-interpreting include cued speech, which uses hand shapes placed near the mouth to give lip-readers more information; signing exactly the concerned language; and tactile signing, which is interpreting for people who are blind as well as deaf by making hand signs into the deaf-blind person's hand. Cue means 'to set a piece of audio or video equipment in readiness to play a particular part of the recorded material.'

6. **Trilingual interpreters** facilitate communication among an English speaker, a speaker of another language, and an ASL user. They must have the versatility, adaptability, and cultural understanding necessary to interpret in all three languages without changing the fundamental meaning of the message.



Self-check exercise-7

1. *What are the various modes of translation?*

2. *What do you mean by simultaneous translation?*

3. *What is the primary goal of an interpreter?*

4. *What is the basic requirement for a person to become an interpreter?*

5. *Why is simultaneous interpretation considered to be stressful?*

6. *What is sight interpretation?*

5.3.4 Moral Duties

All interpreters are basically translators. Therefore, the following moral duties pertain to both:

1. **Exhibit Fidelity and transparency:** A translator should exhibit fidelity and transparency by rendering accurately the meaning of the source text, without distortion in such a manner that the reproduced text-translation



appears to a native speaker of the target language to have originally been written in that language, and conforms to its grammar, syntax and idioms. A translation that meets the first criterion is said to be 'faithful'; a translation that meets the second, 'idiomatic'. The criteria for judging the fidelity of a translation vary according to the subject, type and use of the text, its literary qualities, its social or historical context, etc.

2. **Should not miss the deadline:** A translator has to Manage work schedules to meet deadlines adequately. The text intended to be translated may be related to some mega-event or occasion or publication in some newspaper or periodical. The material may also be related to some current affairs that need to draw the immediate attention of the public or the authorities. If you miss the time-deadline, your translation may lose its relevance.
3. **Factual presentation:** Not getting simple facts is one of the sins of this profession.
4. **Cross-check figures:** If you have a text which includes figures, always check their accuracy separately from spelling and grammar.
5. **Censoring or Bowdlerizing (ସଂଶୋଧନ କରିବା):** A translator should not assume the role of censor and surreptitiously delete or bowdlerize i.e., expurgate (କାଟକ୍ଷିଟ କରିବା), censor (ନିୟନ୍ତ୍ରଣ ବା ସଂଶୋଧନ କରିବା), blue-pencil, cut, edit, redact etc. passages merely to please a political or moral interest. By bowdlerizing, we remove material that is considered improper or offensive from a text or account, especially with the result that the text becomes weaker or less effective.

5.4 Responsibilities of a Translator

1. A **High Quality Translation** is not simply a matter of your translated text being intelligible in the target language. There's a lot more to it than that: easy to understand, well-written, true to the spirit of the original as well as the meaning; true to the context of the original in terms of history and culture. A good translation will make explicit (clear) that which is implicit in the original without destroying the meaning. Thus, creating a good translation is a matter of grammar, vocabulary, and cultural knowledge. You must be familiar with all aspects of the source and target languages in order to render one. A love of languages and even a skill with languages is simply not sufficient. All this is possible only if the translator discharges his duties with a sense of utmost responsibility.
2. **Your Work Is Not Yours:** Translation means to deal in the borrowed or the stolen that is not own. Everything that you are handling belongs to someone else. This may seem almost insultingly obvious. Besides, there are a lot of implications that you need to think about. The act of translation necessitates an extreme degree of respect. Surrender any impulses of '*he should have.*' Fight off any thoughts of '*making it better*' than the original.



3. Responsibilities of An authorized Translator:

- (a) determine if the given document is genuine and whether the format and certification of the document is correct for the period the document was issued;
- (b) give an accurate translation into the target language;
- (c) Only include facts that are specifically shown on the document itself.

4. Responsibility of translators in specific fields:

- (a) **Health or medical translators** work in hospitals to help patients communicate with doctors, nurses, technicians, and other medical staff. Such translators must have the knowledge of medical terminology and the common words for medical terms in both languages.

Health or medical translators must be sensitive to patients' personal circumstances, as well as maintain confidentiality and ethics.

Health or medical translators often do not have the same level of personal interaction with patients and providers that interpreters do. They primarily convert information brochures, materials that patients must read and sign, website information, and patient records from one language into another language.

- (b) **Legal or judiciary-translators** work in courts and other legal settings. They translate the documents pertaining to the hearings, arraignments, depositions, and trials to help people who have limited English proficiency. Such translators therefore must have strong understanding of legal terminology in both languages.
- (c) **Literary translators** convert journal articles, books, poetry, and short stories from one language into another language. They work to keep the tone, style, and meaning of the author's work. Whenever possible, literary translators work closely with authors to capture the intended meaning as well as the literary and cultural characteristics of the original.
- (d) **Localizers** adapt text for a product or service from one language into another, a task known as localization. Localization specialists work to make it appear as though the product originated in the region where it will be sold. They should not only know both languages, but also understand the technical information they are working with and the culture of the people who will be using your translation-product or service.

Localization may include adapting websites, software, marketing materials, user documentation, and various other publications. Usually, these adaptations are related to products and services in manufacturing and other business sectors.

Localization may be helped by computer-assisted translation, in which a computer programme develops an early draft of a translation for the localization translator. Also, translators may use computers to compare previous translations with specific terminology.



- 5. Avoid Mistranslation cautiously:** Translators need to understand and respect the source text. They hold a certain responsibility when attempting to accurately translate content. This process can require more than a deep linguistic knowledge, as the analysis, comprehension, and appreciation of a text is seminal (strongly influential) to the suitable localization (adapting a content to a specific locale) of written copy.

Self-check exercise-8

Fill in the blanks:

1. Health or medical translators must have the knowledge of _____ terminology in _____ languages.
2. Conversion of journal articles, books, poetry, and short stories etcetera from one language into another language is known as _____ translation.
3. Translation and adaptation of an advertisement or text to the local situation and culture etcetera of a particular region is called _____.

5.5 Duties and responsibilities towards livelihood

How do you translate your skill, knowledge and expertise into a good living? In spite of all your skill, dedication and quality translation, one may not be able to earn a good livelihood. Marketing skills are also valuable. Self-motivation, organization and discipline are the key to your success in making a good living with translation as a service provider-entrepreneur career. You need to be motivated to continually market your services besides being well-organized and disciplined so as to meet deadlines.

For the purpose, you have to take classes from translation organizations, online courses on marketing your services, customer service and other business skills. Read all you can on organizational skills and time management. Organize your time and workspace. Stick to a routine and explain your work hours to your family and friends.

Interpreters and translators after having enough experience can move up to more difficult assignments, seek certification, and obtain editorial responsibility. They can also manage or start their own business. Many self-employed interpreters and translators start their own business by first establishing themselves in their field. They may work for various translation and interpreting companies that match their skills with a job. Many of them get job works based on their reputation or through referrals from existing clients. If you can provide good customer service, your clients will appreciate you and come back for more.

- 1. How to start with:** Take volunteer opportunities. When you are just stepping into the field, you may have to work for free to beef up your resume and make connections. Turn to eminent authors, publishers, community organizations,



hospitals, and sporting events, like marathons, that have international participants and see if you can just help out on the translating side. It's a necessary part of starting out in this career. You can find out someone who works in an industry that deals with many different types of people with many different linguistic backgrounds. Ask everyone you know if they could use some free help. There seems no reason why they should turn down your request for a free translation service.

2. **Get certified:** Though certification isn't 100% necessary, it will make it much easier to get jobs. Employers look at your background and see this certification and trust you have the skills to do the job. You'll also be listed on the website of the organization you go through, where potential clients can find you. There are several varieties to consider:
 - The American Translator's Association offers generalized certification programs for translators.
 - If you want to be a judicial or medical translator, organizations such as the National Association of Judiciary Interpreters and Translators and the International Medical Interpreters Association offer specialized certifications in this area.
 - Check if your state or area has an accreditation programs for translators and interpreters.
3. **Get tested:** Take a language proficiency test such as the Defense Language Proficiency Test (DLPT) to show potential clients that you are indeed fluent in your specific language. Similar to an accreditation or certification, showing your test results to prospective employers is a quick way for them to assess your skills and see that you'll be good for the job. The American Council on the Teaching of Foreign Languages offers many proficiency tests, too. You can find plenty of tests online offered by other countries, as well.
4. **Sign up for job forums:** Websites like Proz and Translators Cafe have job postings for freelance work that could be just what you need to jumpstart your career. Some are free and some require a fee for the record, generally the ones that cost money are a bit more lucrative in the end. There are also websites like 'Verbalizeit' and 'Gengo' where you take a test, they assess your skills, and you're put into a pool of translators that clients come to for work. Once you're fluent enough and have your resume set, try these sites to supplement your income.
5. **Get an internship:** Paid or unpaid internships are very common ways that most interpreters and translators get their experience that is really no different than many other careers. At the end of the internship, you may be taken on as a full-time employee.
6. **Escort interpreting** is an opportunity for inexperienced soon-to-be interpreters to work alongside a more experienced interpreter. Ask any potential employer if they have a shadowing program if you're interested in speaking, not just writing.



7. **Market yourself.** Most translators are contractors, not employees usually. You'll work on a project here, a project there, taking work as it comes and goes. Because of that, you need to market yourself everywhere. Who knows where the next job could be, even if it's just a few hours? Law firms, police stations, hospitals, government agencies, and language agencies are great places to start. Especially if you're just beginning, charge decent rates, or if you have some recommendations under your belt will this be easy.
8. **Have a niche:** Concentrate on one or two niches (*a comfortable or suitable position*) where you know the language and the topic matter. For example, if you know all the hospital terminology you need to know, you'll be that much more up to the challenge. You'll also be able to spot content mistakes when they appear, checking for accuracy. Translators often have an easier time finding work in industries with a particularly high demand for language services, such as court or medical interpreting. It's wise to have your niche be in one of these areas.
9. **Get the right software:** Computer Aided Translation (CAT) tools are a must for every translator or interpreter; and no, Google Translate doesn't count. It's a good idea to install the free Open Source CAT tool 'OmegaT' along with the free Open Office suite for any projects you plan on working on. Unfortunately, many out sources much prefer to work with the TMs produced by 'Trados', which is quite expensive. If and when you are able, consider upgrading your software to make work that much easier.
10. **Keep your rates competitive:** As you gain more and more experience, you can charge more and more; whether it's per word, per piece, per hour, etc. Keep your rates competitive and similar to those that match your experience. Make sure your rates are reasonable and match the times, the industry and your experience.

Self-check exercise-9

Fill in the blanks:

1. For earning your livelihood with translation as a service provider-entrepreneur career, you have to take classes on _____, _____ and other business skills.
2. When you are just stepping into the field, you may have to work for _____ to beef up your resume and make connections.
3. Paid or unpaid _____ are very common ways that most interpreters and translators get their experience that is really no different than many other careers.
4. Make sure your rates are _____ and _____ the times, the industry and your experience.



5.6 Summing Up

In order to become a successful translator one has to imbibe various skills like expertise in the source and target languages, their vocabulary, idiomatic usage, syntax and structure, understanding the fine tuned context and inherent meaning of the text as well as the skill to reproduce it beautifully in the target language. A translator can improve his skills by being trained in the art of translation, using CAT tools, improving resources, taking courses in languages and various subjects, reading, listening and watching news, films etc in the concerned languages etc. Translators have to work on various subjects in different situations and capacities like hospitals, courts, literature, conferences etc. for which they have to have a prior knowledge of the technical terms of the respective fields. Interpreters have to do simultaneous translation then and there along with the speaker. Unlike the translators, they do not get a chance to use resources like dictionaries etc. In spite of all these, a translator has to exhibit high level of patience, courage and perseverance.

All interpreters however are translators whereas all translators are not interpreters. Translators and Interpreters have the moral duties to be faithful to the original author or speaker. They should not delete or distort a portion with any intention whatsoever. They too have some duties towards earning their own livelihood. We should be able to utilize our expertise in any trade to make a good living. For the purpose we have to market our skills in a way so as to attract more and more work for us. We have to improve our quality and prove our credibility while charging nominal rates compatible to our times, subject and our expertise, as per our eminence of course.

Keeping in mind the minutes of all these things can transform us into a good and successful translator or interpreter.

5.7 Model Answers to Self-Check Exercises

Self-check exercise-1

Fill in the blanks:

1. The basic requirement for a translator is that s/he has to be bilingual and expert at least in one language to which he can translate.
2. If you have a good knowledge of correct grammatical presentation of your views and writing styles in any language, you can be good at translation.
3. If you know a lot about a subject, you can provide better translation.
4. A translator has to do a lot of Research to find suitable synonyms in the target language.
5. An eagle's eye-view or Critical analysis on the part of the translator helps him understand the contextual meaning of the terms used in a particular text.
6. Knowledge of idioms and phrases in both the languages is very much essential for a translator.



7. A translator should have a finely tuned sense of when to metaphrase and when to paraphrase (sense to sense), so as to ensure true equivalents of the terms.
8. Translators need to function as cultural consultants and let the clients know when something looks inappropriate in the target culture.

Self-check exercise-2

Fill in the blanks:

1. A translator should always adopt precision in his work.
2. A translator should always assess and introspect about the quality of his work and time taken for it.
3. A translator should be able to type fast with all your fingers even if you use a speech-to-text software program.
5. 'CAT tools' means Computer Assisted Translation.

Answer the following questions in 1-2 sentences:

1. *How can you precise your text quickly?*

We can precise our text by substituting many words and phrases with a single word.

2. *How can you save time and money in your work if assigned to give a final edited translation of a given text?*

Knowledge of Computer, DTP and Lay-out designing reduces the time consumption and also saves a lot of wages that would have been paid for DTP and lay-out designing.

3. *What are the areas where CAT tools are important?*

CAT tools are important for translators who do a lot of similar and repetitive work, like software translation or computer-games.

4. *How does a good practice in the use of computers help a translator?*

A computer-savvy translator saves a lot of his time in finding the synonyms, thesaurus and meanings with a single click rather than lifting heavy-weight dictionaries and pondering into it.

Self-check exercise-3

Answer to the following questions in 1-2 sentences:

1. *Why is it necessary for the translator to be punctual?*

The nature of the job of a translator is always time bound. If the translator is not punctual in his daily routine, then other works delayed will delay his translation work and hence cross the deadline, after which his work may be rendered useless.

2. *Why is it necessary for the translator to be artistic?*

A translator has to be artistic in his attitude because he has to reproduce a text created by others beautifully and impressively in another language; and that can be achieved only with an artistic approach.



3. *Why should a translator be resourceful?*

A translator has to look into the standard dictionaries, glossaries, use the web and internet software of translation or even personally interact with some friend or specialist in the field. This is not possible if he is not resourceful.

4. *What is the role of dedication for a translator?*

Translation is a monotonous and boring subject. The translator however makes it interesting with his inherent interest of reproducing something in a still beautiful manner in another language, which is not possible without dedication.

5. *Do you agree that a translator should have a scientific approach towards his job? If so, why?*

Yes I agree to it. It is so because a scientific approach towards the job makes the process systematic and brings an inner beauty in the translated text.

6. *Should you accept such work that you have not done earlier? Give reasons.*

Yes, we learn every work by starting doing it someday for the first time. We should work with a challenging mood thinking that if somebody else can do it, why not I? This will give us varied experiences and better expertise. However, we have to be selective in the beginning.

Self-check exercise-4

Answer the following questions:

1. *Why should we choose an area of specialization relevant to our academic, professional or other related experience?*

We should choose an area of specialization relevant to our academic, professional or other related experience because by doing so we can give better products and the output will be more.

2. *What is the best way to improve our vocabulary and structural knowledge of a particular language?*

Loud-reading and writing something every day with pen and paper in the concerned language is the best way to enhance our vocabulary, sentence structure, writing style and also the relevant spoken language)

3. *What is the benefit of continuous translation practice in a number of subject areas?*

Continuous translation practice in a number of subject areas will gradually improve our translating skills.

4. *Why should a translator learn typing and lay out designing on a computer?*

A translator should practice typing fluently as by this he can save a lot of time writing on a paper, going to a DTP centre and proof reading. If he does the translation work on the computer himself, time killed in running to the DTP centre, proof-reading etcetera and wages paid for it.



5. *What is the best way to improve your skill in translation?*

Practicing translation in various fields of knowledge everyday is the best way to improve our skill in it. We should practice doing it using all the languages that we know both as target and source language in order to attain expertise in it. Practice makes a man perfect.

Self-check exercise-5

What are the various fields in which a professional translator plays a key role?

A professional translator plays a key role in three essential human functions viz., communication, development and promotion of culture. He facilitates communication among the people of various languages properly to build or sustain sound relationship among people of different regions and across the world. A single mistake in context translation can result in sending an offensive message that can eventually lead to grave misunderstandings between people. With full content management, skilled translators take care of every single detail of the communication needed to be made among people.

Secondly, universal growth of any business requires employing not less than professional translation services to convert a single message to almost all languages in the world. The more languages a single message can be translated, the higher the possibility to reach diverse people. It is only when there's freedom in exchanging goods and skills that global progress can be attained. And nothing can aid in this better than professional translators.

Culture Sharing is the third field where a professional translator plays a vital role. In order to be able to appreciate, promote or share culture across continents, it is important that we have an in-depth understanding of it. Professional translators play a vital role in this process. Without them, culture promotion will remain unshared and uncultivated and events that encourage culture sharing are quite impossible.

Self check Exercise-6

Fill in the blanks:

1. Global progress can be achieved only through freedom in exchanging goods and skills. Translators facilitate this by reproducing the advertisements and information in various languages.
2. Translations often go through several revisions before becoming final.
3. Translators convert written material from one language into another whereas the interpreters orally reproduce the spoken or sign language.
4. The translator writes sentences that maintain or duplicate the structure and style of the original meaning while keeping its ideas and facts intact.
5. While translating legal, scientific and technical texts the corresponding equivalent terminology should be compatible to those approved by the government or the Commission for Scientific and Technical Terminology, New Delhi.
6. Transcreation is done to reproduce expressions in the target language in an effective and beautiful manner keeping its original message intact, especially in case of advertisements.



7. When we fail to find an equivalent we should either borrow the same word from the source language or another from a third language, but with a translator's note that is usually a foot-note or end-note.

Self-check exercise-7

1. *What are the various modes of translation?*

There are four common modes of interpreting, viz., simultaneous, consecutive, whispered and sight interpretation.

2. *What do you mean by simultaneous translation?*

An interpreter translates every sentence or part spoken by the speaker instantly; this is called simultaneous interpretation.

3. *What is the primary goal of an interpreter?*

The primary goal of an interpreter is to have people hear the interpretation as if it were the original; and in case of sign interpretation, the viewer should be able to understand clearly what he means to say.

4. *What is the basic requirement for a person to become an interpreter?* The basic requirement for the interpreters is that they must be fluent speakers or signers of both languages, because they communicate back and forth among the people who do not share a common language.

5. *Why is simultaneous interpretation considered to be stressful?*

Simultaneous interpreting can be stressful, as the interpreter must keep up with the speaker who may not know to slow down when an interpreter is present.

6. *What is sight interpretation?*

Sometimes in courts or seminars an interpreter has to read out a text loudly in a language other than that in which it is written. This is known as sight interpretation.

Self-check exercise-8

Fill in the blanks:

1. Health or medical translators must have the knowledge of medical science terminology in both languages.
2. Conversion of journal articles, books, poetry, and short stories etcetera from one language into another language is known literary translation.
3. Translation and adaptation of an advertisement or text to the local situation and culture etcetera of a particular region is called localization.

Self-check exercise-9

Fill in the blanks:

1. For earning your livelihood with translation as a service provider-entrepreneur career, you have to take classes on translation, marketing and other business skills.



2. When you are just stepping into the field, you may have to work for free to beef up your resume and make connections.
3. Paid or unpaid internships are very common ways that most interpreters and translators get their experience that is really no different than many other careers.
4. Make sure your rates are reasonable and match the times, the industry and your experience.

Model Questions

Dear Student,

Throughout the entire block, you were given model answers to the Self-Check Exercises. By now you must have got the practice how to find and formulate your answers to the questions given to you. The answers to these model questions however have not been given to you. Try your best to make notes and write down the answers yourselves.

This set of model questions is not exhaustive. While preparing these questions, you are also advised to go through all the examples and Self-Check Exercises again and again.

Unit-4

A. Answer these questions:

1. Why is it difficult to translate culture-specific words in one language to another language? Explain with examples.
2. What are the parts of speech in English? What precautions should we take while translating them into Odia?
3. “Idioms, phrasal verbs and collocations are the most difficult to translate.” Do you agree with this statement? Give reasons for your answer.
4. What are the differences in the basic sentence patterns of English and Odia? Describe with suitable examples.

B. Translate the following passage into Odia:

Farmers are the backbone of Indian agriculture. They work round the year in summer, rain and winter to provide food to the people in our country. But they cannot live a life filled with progress and happiness. When they have poor crops, their income comes down and badly affects their personal lives. In course of their work they forget their personal comforts and often cannot afford the health of their families and higher education of their children. They are always face to face with challenges from the market, from the people and most importantly nature. Market rates of agricultural produces keep dwindling and scare them every day. Attitude of people towards agriculture and farmers is not positive. They do not

consider agriculture to be a respectable profession. Hence the children of farmers do not prefer to follow the footprints of their parents and grandparents. Nature is also not very friendly to them. Because of inadequate irrigation facilities, they are forced to depend upon rain most of the time. And the rate of rainfall too varies every year. Natural calamities in states like Odisha often added to their troubles.



Unit-5

A. Answer these questions within 300-350 words:

5. Name the various skills you need to have in order to become a good translator.
6. Name various duties of an interpreter.
3. What are the different responsibilities of a translator?
4. How can you translate your expertise in translation into a good livelihood?
5. How can you improve your skills in translation?
6. What do you know about sign language?

B. Answer these questions within 110-150 words:

1. What do you know about IT skills?
2. Enumerate various moral duties of a translator.
7. How do you handle cultural elements during translation?
8. What are the ways and means to improve your skill so as to become a successful translator?
9. What are the various fields in which a professional translator plays a key role?
10. What is the similarity between a translator and an interpreter? How do they differ?
11. What do you know about consecutive interpretation?
12. Enumerate the various types of interpretation.

C. Answer these questions within 30-50 words:

1. What relation does a translator have with DTP and typing?
2. What do you mean by CAT tools?
3. How do you perform conference interpretation?
4. What do you know about consecutive interpretation?
5. What is the similarity between a translator and an interpreter? How do they differ?
6. What is whispered interpretation?
7. Enumerate the various types of interpretation.
8. What is the duty of a guide or escort interpreter?
9. What are the personal attributes that a health or medical interpreter should imbibe?

10. Why should a legal interpreter be able to understand legal terminology correctly?
11. What is trilingual interpretation?



D. Fill in the blanks:

1. Translation should be done by _____ where possible and _____(word to word) where necessary.
2. Translators act as a _____ between different cultures.
3. Exhibiting fidelity towards the original text is a _____ duty of a translator.
4. A translator has to render a lot of _____ service to gain experience before starting to work independently.
5. In order to convert your training into a means of livelihood you have to _____your expertise.
6. In order to have a good practice of translation in various fields, one should take up a _____and/or or a free or paid _____in translation.
7. Global progress can be achieved only through _____ in exchanging goods and skills.
8. Translators facilitate global progress by reproducing the _____ and _____ in various languages.
9. Translations often go through several _____ before becoming final.
10. Translators convert _____ material from one language into another whereas the _____ orally reproduce the _____ or _____ language.
11. The translator writes sentences that maintain or _____ the structure and style of the original meaning while keeping its _____ intact.
12. While translating legal, scientific and technical texts the corresponding equivalent terminology should be compatible to those approved by the _____ or the _____, New Delhi.
13. Transcreation is done to reproduce expressions in the target language in an _____ manner keeping its original message intact, especially in case of _____.
14. When we fail to find an equivalent we should either borrow the same word from the _____ language or another from a _____ language, but with a translator's note that is usually a _____ or _____.
15. Sometimes in courts or seminars an interpreter has to read out a text loudly in a language other than that in which it is written. This is known as _____ interpretation.
16. An interpreter translates every sentence or part spoken by the speaker instantly; this is called _____ interpretation.
17. A translator has to manage his work schedules effectively to meet _____adequately.
18. Translation requires _____and some linguist acrobatics or _____to find equivalent terms.