UNIT CODE	**PSPTIS121**
UNIT TITLE	**Translate special purpose texts from English to LOTE**
APPLICATION	This unit describes the performance outcomes, skills and knowledge required to translate special purpose texts from English to a language other than English (LOTE). It includes conveying the purpose and use of the source information in functionally equivalent translated texts for a specific audience.
	This unit applies to those working as translators of special purpose texts.
	Special purpose texts convey information in translated texts for a specific audience, or to a wide unknown audience in translated or signed utterances, with the same functional effect as the source texts, and which are accurate and appropriate to the context, target audience and end use. Special purpose texts contain significant equivalence problems between source and target texts and the text may have its own specific terminology. There may be a need to undertake extensive research and translate complex language and concepts, or significant implications for client reputation and image.
	The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian Standards and industry codes of practice.
	No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.
PREREQUISITE UNIT	Nil
COMPETENCY FIELD	
UNIT SECTOR	

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	*Performance criteria describe the performance needed to demonstrate achievement of the element.*

1. Analyse English special purpose source texts.	1.1 Receive and manage source texts according to client requirements and conditions, and confirm they are complete and legible. 1.2 Identify complex areas of content and language requiring additional research and gather reference material. 1.3 Analyse source texts and apply knowledge of subject and context and experiences in related texts to determine key elements and potential translation problems. 1.4 Choose approach to translation suitable to purpose and target audience.
2. Translate English source texts to draft texts in LOTE.	2.1 Research and apply established translation precedents and information from resources, to ensure consistent outcomes. 2.2 Apply requirements of the subject and cultural context to translation. 2.3 Apply recognised target language conventions, standards and formats to translation. 2.4 Analyse and adapt cultural and linguistic content of source texts as appropriate for document end use. 2.5 Produce draft translations of source texts that are accurate and coherent and appropriate for end use. 2.6 Produce written or word processed documents, applying basic design elements to text. 2.7 Record translation decisions and justification in glossary.
3. Check draft translations.	3.1 Identify and correct errors, fidelity issues and unsupported translation decisions. 3.2 Refine and improve target texts. 3.3 Evaluate subject-specific terminology and concepts, consistency, accuracy and functional equivalence of translated text. 3.4 Ensure text type and document objectives are achieved and requirements are met in target text. 3.5 Submit draft translation and glossary to independent reviser and subject advisor for review.
4. Revise translations.	4.1 Assess and incorporate advice from independent reviser and subject advisor. 4.2 Discuss and resolve outstanding issues with appropriate persons as necessary. 4.3 Undertake further self-revision until target text accurately reflects content and intent of the source text.
5. Finalise and evaluate translations.	5.1 Use technology to format translated texts according to agreed specifications and end use requirements. 5.2 Proofread formatted texts using standard methods to annotate proof corrections. 5.3 Submit final version of translated text and supporting documentation to clients.

FOUNDATION SKILLS
Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

UNIT MAPPING INFORMATION	Supersedes and is not equivalent to PSPTIS062 Translate special purpose texts from English to LOTE.
LINKS	Companion Volume Implementation Guide

TITLE	**Assessment Requirements for PSPTIS121 Translate special purpose texts from English to LOTE.**

PERFORMANCE EVIDENCE	Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:
	
	■ translate special purpose texts from English to a LOTE on at least two occasions applying:
	  ○ advanced techniques to produce a translation that has the same functional effect as the source text and is accurate and appropriate for the context, target audience and end use
	  ○ advanced bilingual research skills and the ability to critically apply specialist resources
	  ○ a wide range of consistent registers and styles appropriate to end use
	  ○ correct and idiomatic collocation, lexis and syntax
	  ○ current and consistent specialist vocabulary, including foreign loan words
	  ○ correct target language punctuation and paragraphing
	  ○ textual devices that create cohesion and coherence, including cohesive markers and substitution devices
	
	■ on each of the above occasions:
	  ○ ensure factual correctness, including:
	    ● level of tense
	    ● gender
	    ● singular or plural
	
	  ○ check content and formatting of translated text for consistency and accuracy, and correct as required
	  ○ meet time and contractual requirements.

KNOWLEDGE EVIDENCE	Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:
	
	 ■ purpose and implications of translation of special purpose texts, including types of translation
	 ■ translation techniques relevant to special purpose text assignments, including principles of:
	   ○ direct and oblique translation
	   ○ formal and dynamic translation
	   ○ form based and meaning-based translation
	   ○ literal and free translation
	   ○ adaptation for clarity
	   ○ contrastive analysis of meaning and language
	   ○ equivalence at the level of discourse, pragmatics, syntax and word
	   ○ grammatical function transposition
	   ○ localisation
	
	 ■ people who can act as revisers:
	   ○ other translators
	   ○ the client
	   ○ subject matter advisors.

ASSESSMENT CONDITIONS	Skills must be demonstrated in a workplace or simulated environment that reflects workplace conditions. Assessment must ensure access to: ■ translation source and target texts, examples of research and glossaries, assignment experiences or examples of interactions with colleagues and clients that require diverse skills and strategies for translating special purpose texts from source language to target language ■ word processing and document management technology. Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.
LINKS	Companion Volume Implementation Guide