



MAY 2023

Introduction to Consecutive Interpretation and Notetaking



WARM UP

What is interpreting?

What do we need to be a professional interpreter?

What is the difference between the three modes of interpreting?

Introduction to Consecutive Interpretation

- ▶ Consecutive requires multitasking
 - ▶ Listening
 - ▶ Processing and Analyzing
 - ▶ Rendering
- PLUS**
- ▶ Memory
 - ▶ Notetaking

Introduction to Consecutive Interpretation

TIP:

Listen to consecutive as you would listen to a friend telling you something interesting.



Note-taking should:

- ▶ Start when you have understood the first idea expressed
- ▶ Be used to spark memory
- ▶ Be used to recall specific info (names, addresses, titles, links between ideas)

When note-taking, the essentials:

- ▶ Links between ideas
- ▶ Actors of actions and action verbs
- ▶ Beginning/end of a long utterance
- ▶ Proper names, addresses, titles, numbers
- ▶ Lists of items

Note-taking techniques: link words

ADDITION

SEQUENCE

CONSEQUENCE

CONTRAST

Note-taking techniques: link words

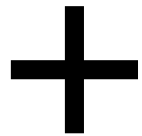
ADDITION

In addition

And

Similarly

Likewise



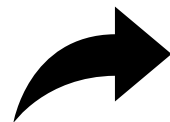
SEQUENCE

Firstly

Initially

In the first stage

One reason



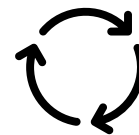
CONSEQUENCE

As a result

Thus

So

Therefore



OPPOSITION

However

On the other hand

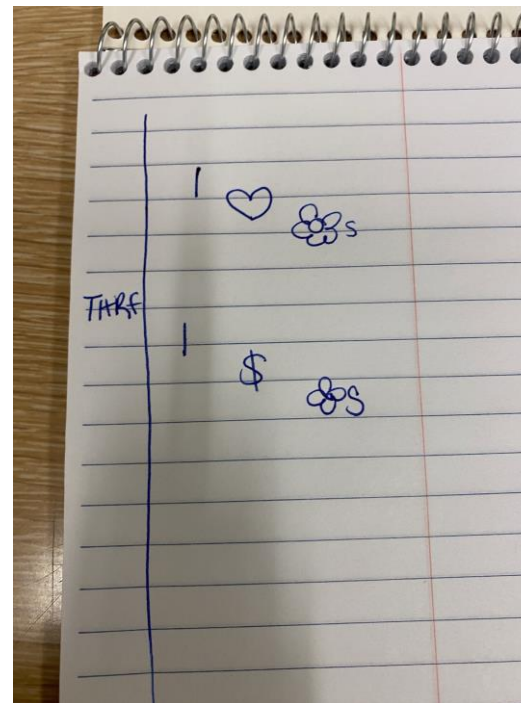
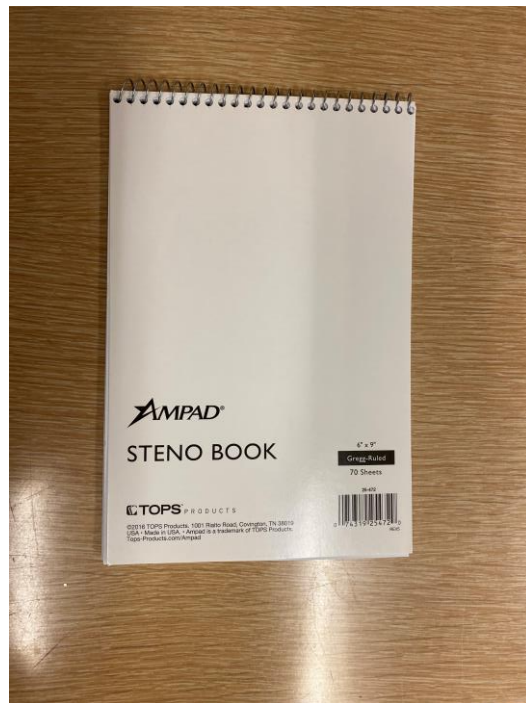
Despite

In spite of

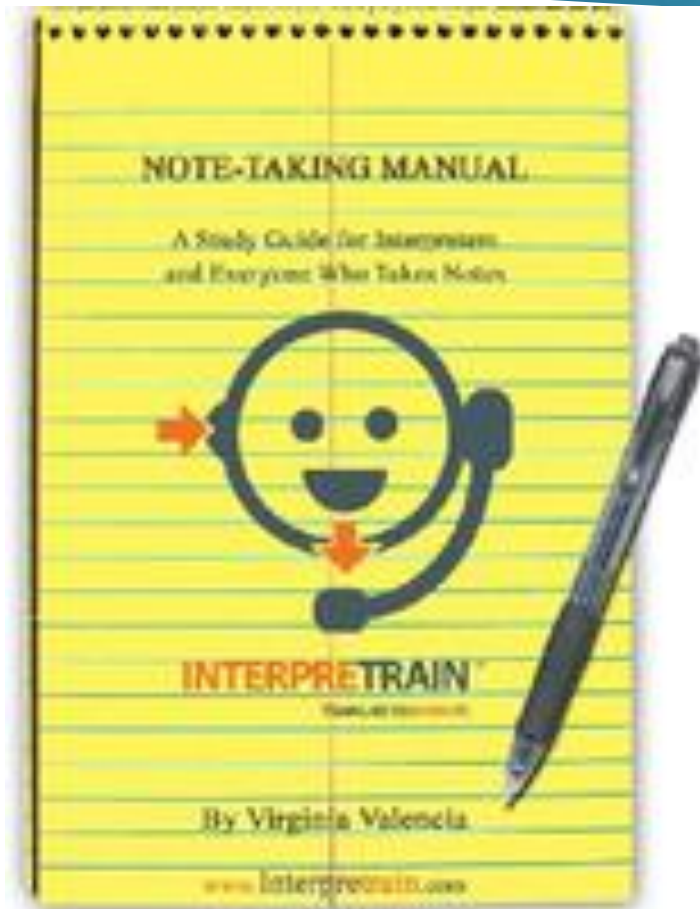


Note-taking tools for Consecutive

Steno pads



Note-taking techniques for Consecutive



A Simple Training System from InterpretTrain

Did you know there is a widely unknown but simple alternative to take notes more clearly and efficiently?

Jean François Rozan and Andrew Gillies, two pioneer conference interpreters, provide simple techniques to significantly streamline your note-taking.

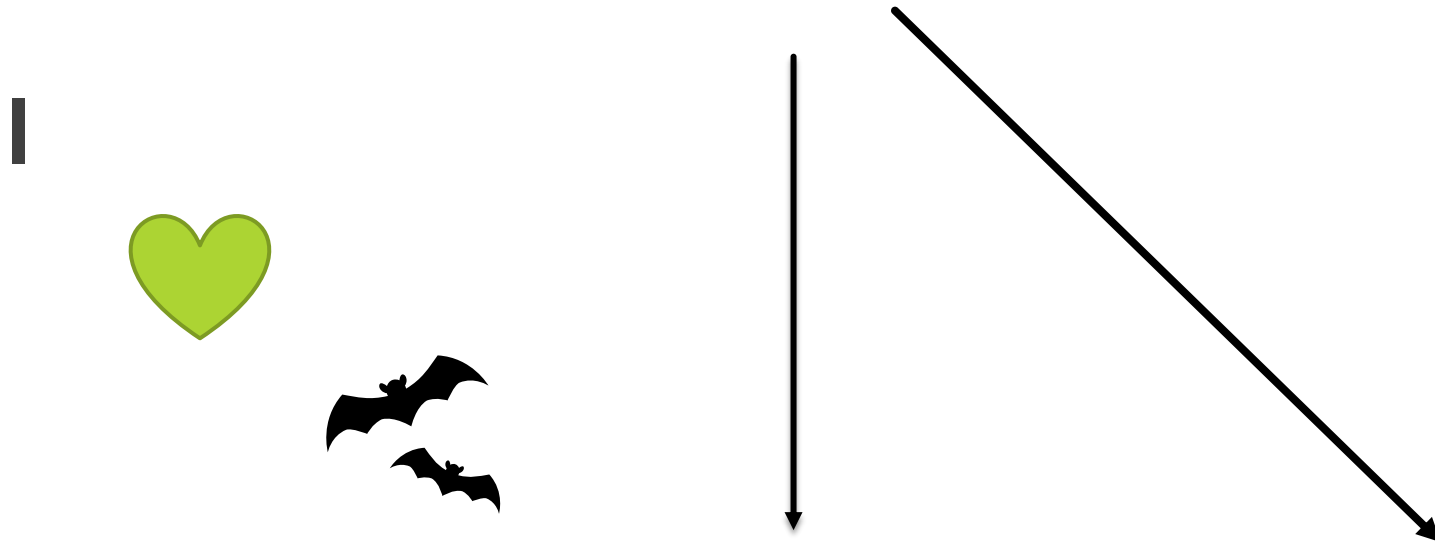
Note-taking techniques for Consecutive



“Este manual pretende sentar las bases teóricas esenciales para comprender en qué consiste la consecutiva, cuáles son sus fases, cómo se lleva a cabo [...] cómo evitar problemas en la reformulación y como hacer una prestación fluida y comunicativa”.

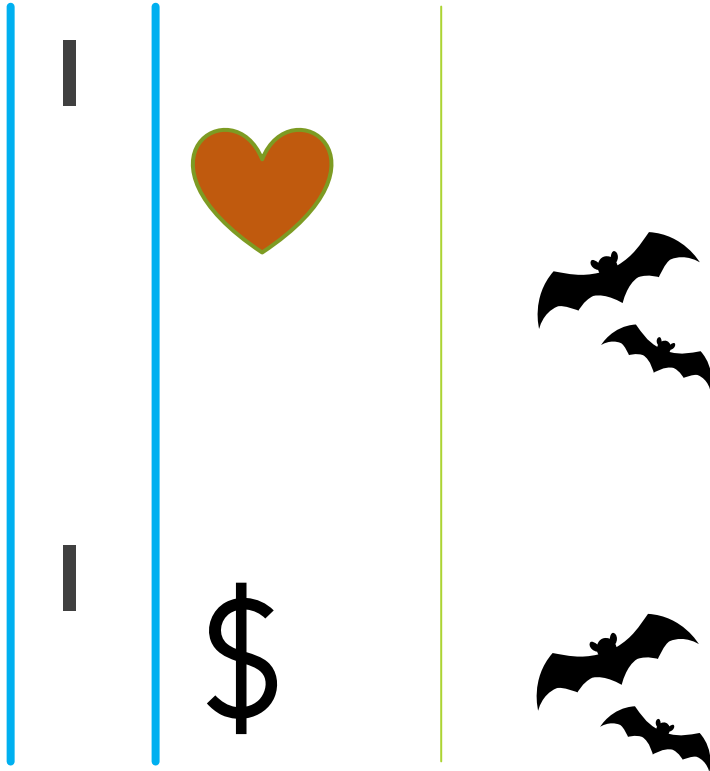
Note-taking techniques: the distribution of information on the page

- ▶ Distribution of info on page: verticality and streaming



Note-taking techniques: the distribution of information on the page

THRF



Note-taking techniques: the end of thought line

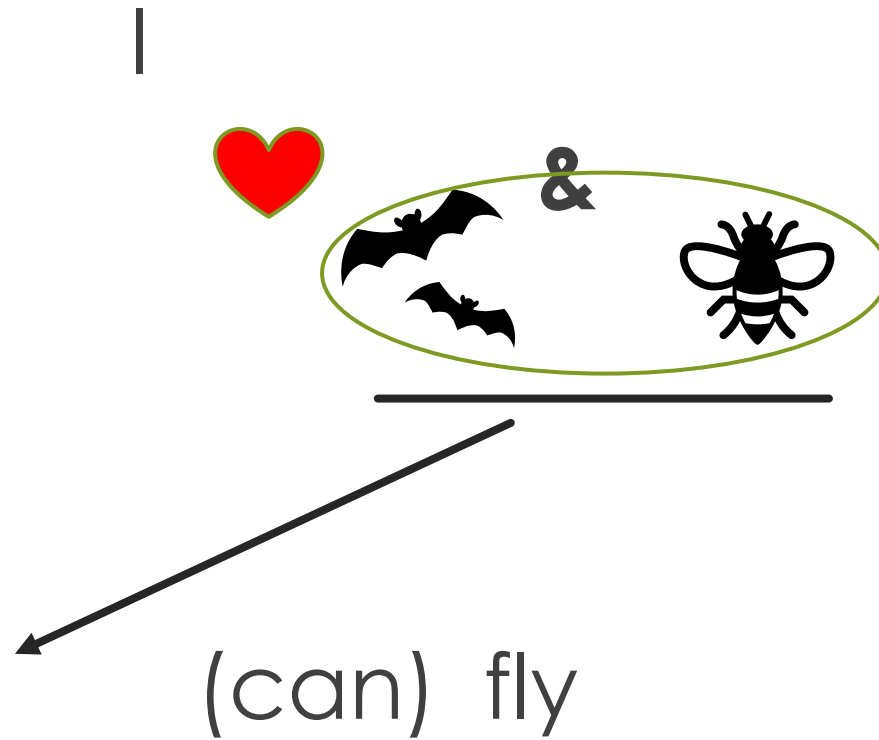
I



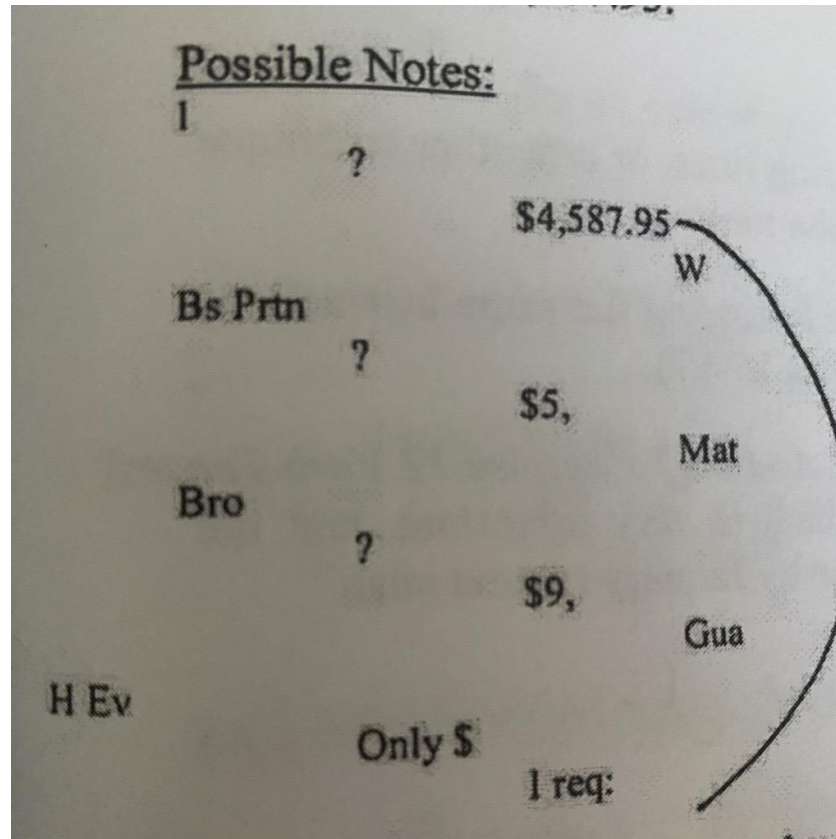
She



Note-taking techniques: the recall line

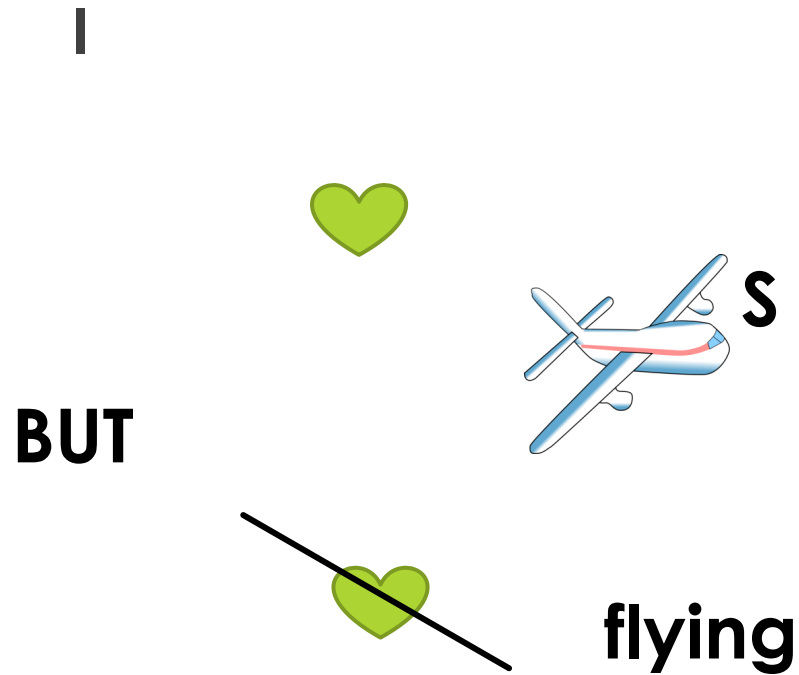


Note-taking techniques: streamlining, recall line



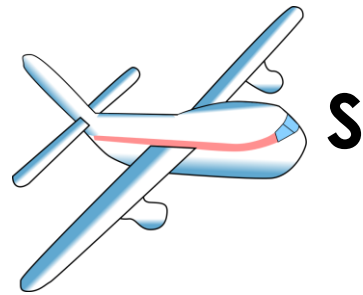
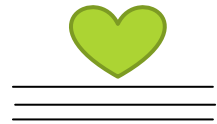
(Interpretrain Note-taking Manual, page 22)

Note-taking techniques: negatives and opposites

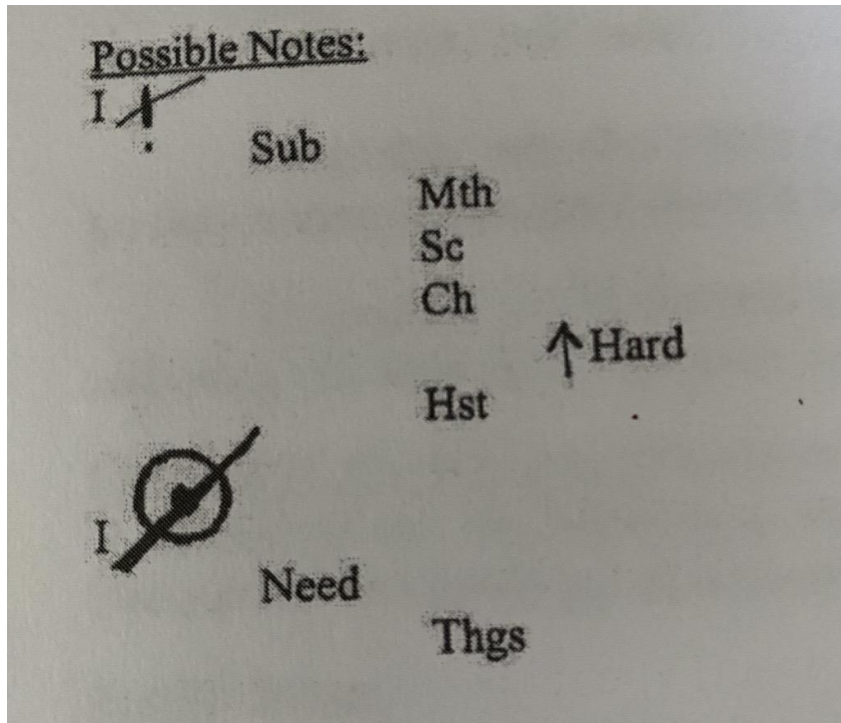


Note-taking techniques: emphasis

I

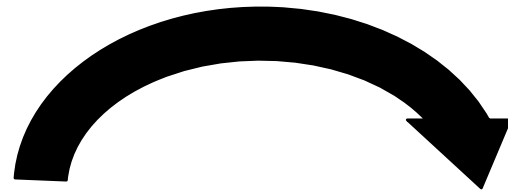


Note-taking techniques: negatives, opposites and emphasis



(Interpretrain Note-taking Manual, pg. 25)

Note-taking techniques: verb tenses



A B

Note-taking techniques: abbreviations

Abbreviations: Omit middle vowels

appointment = aptmt

arraignment = arrgnmt

defendant = dfndnt

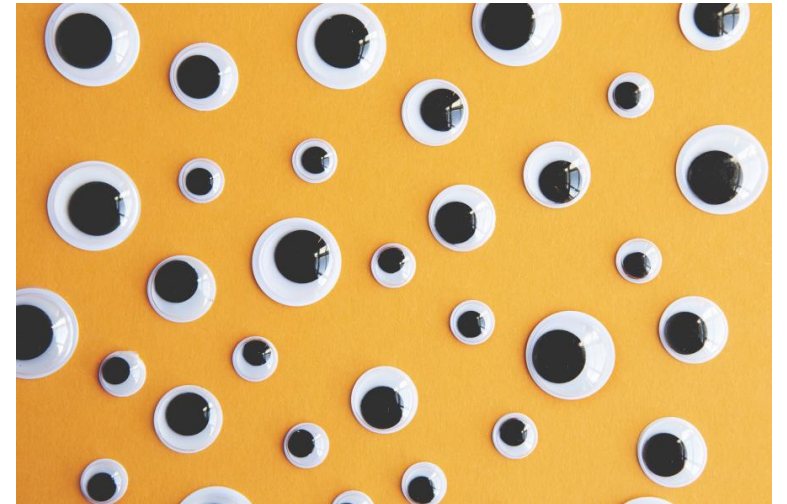


Pay attention when using abbreviations!

Note-taking techniques: abbreviations

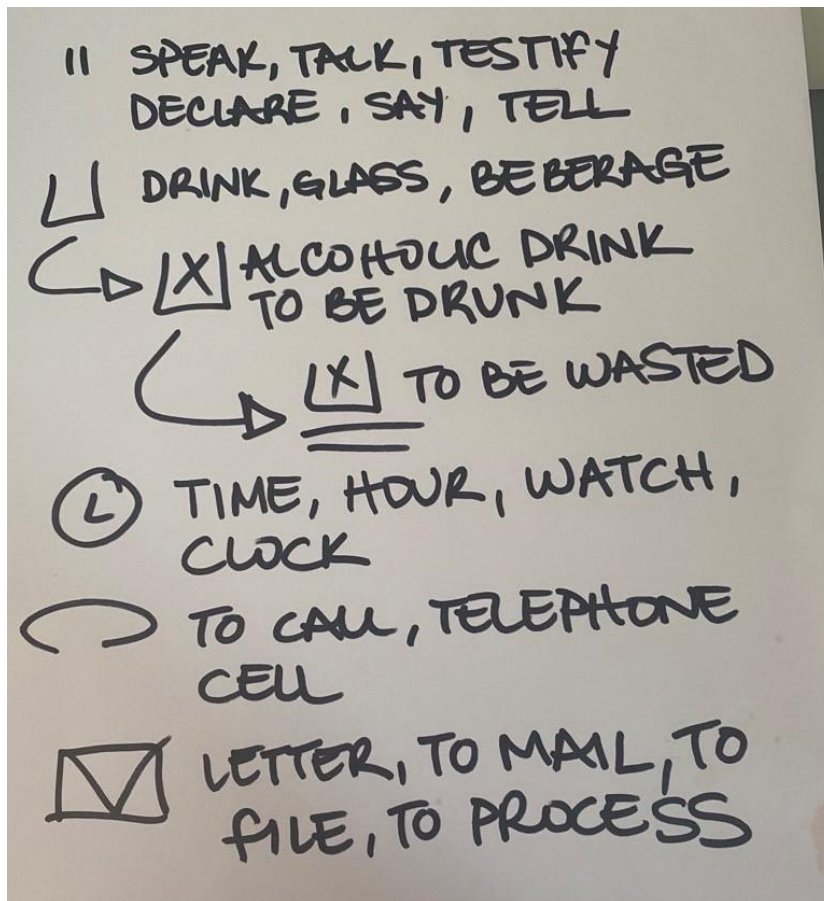
Superscripting suffixes

institutionalize = instnl^z
activity = act^y
government = gvr^t



Pay attention when using superscripting!

Note-taking techniques: Symbols



Tips for Consecutive:

1. Don't block your ears trying to think of the translation for one term, the definition might come up later in the utterance.
2. Notes should spark your memory, not substitute listening and processing.
3. Use verticality and streaming for clearer to read notes.
4. When taking notes, less is more. Use your note-taking techniques and jot down only what is essential.
5. Dedicate time to finding your note-taking style and your symbols.
6. Abbreviations and symbols will be your allies, but repetition using them in interpreting practice exercises is key to determine if they truly work.

Thank you!

TIME FOR Q & A