

## SUCCESSFUL TIPS FOR ONLINE FORMAT SIMULTANEOUS INTERPRETATION

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This given publication work aims at revealing the notion of interpretation, interpretation on online format its problems and successful tips for online interpretation. Interpreting, both simultaneous and consecutive, has its own challenges. Of course, simultaneous online interpretation has a difficulty for interpreters. Analysing what the speaker just said and delivering it to the audience in their native language, while still listening to the next words of the speaker requires lot of attention and excellent sensory and cognitive skills. Here are three main challenges faced by interpreters:

➤ One of the biggest challenges in interpreting is that multiple processes take place at once. You start with listening and analysing the speech, putting in short term memory efforts and then reproducing it in the language of the audience. The fast pace of the speaker and unfamiliarity with the subject can make the process more difficult.

➤ Another difficulty with interpreting is that while you are interpreting what the speaker has just said you are also listening to the speaker's next phrase and analysing it to deliver it in the native language of your audience. This process continues until the speaker stops speaking. All this requires strict concentration.

➤ Interpreters have to make sure that they deliver the speech in the same style and tone as that of the speaker to ensure that the message reaches the audience in the right form. They also have to maintain the same level of fluency in the target language.

The year 2020 has been a turning point for the use of video conference platforms, particularly in the field of education. Before 2020, learning institutions and departments were wary of remote lessons, but the "new normal" brought about a whole new set of challenges in the online environment, as well as opportunities for growth and new communication tools. At the core of this change lies a big opportunity: Things that seemed impossible in a traditional education setting are now feasible with the digital tools available. Specifically, we now have the opportunity to teach and train in multiple languages for a larger audience in the same session. In the case of companies and learning institutions, Zoom has become particularly common. This platform supports an interpretation feature in a large variety of languages. The host can select the languages and add interpreters almost as easily as they add participants or co-hosts. In turn, participants or students can easily select their language of choice: they can hear the translated audio and the original audio in the background, at a lower volume. However, sessions recorded in the cloud will only include the original audio, not the translations. But, if a user records the audio feed from their device, they will record the translated version and not the original. A simultaneous interpretation service may open endless growth opportunities for companies, organizations and learning institutions. There are, however, certain details that need to be polished for communication to succeed.

There are two key factors:

1) Rehearsals and Stage Setting:

As explained above, only through planning, rehearsal, considering alternative connection sources and scheduling will we ensure that the meeting runs smoothly on time.

2) Quality of the Professional Simultaneous Interpretation Service:

Translation is a complex art. The simultaneous interpretation professional need to be provided of the context, analyze the intended audience, choose the right style, and be able to study the contents or presentations beforehand, among other things. True professional interpreters do not improvise, they will ask you for a lot of references content and context: Interpreters do research and read a large amount of news and documents in advance to minimize any surprise during the live event.

As online format interpretation is a big responsibility, there are successful tips for managing interpretation on online format:

➤ **Work in a noise-free environment:** Probably the first thing you need to consider is your working environment. Transcription requires high concentration and too much of noise can be annoying. Therefore, make sure you have a quiet work space with minimum noise.

➤ **Use good quality equipment:** Make sure you are investing in the right equipment- earphones, foot pedals and computer. Good quality headphones will help you transcribe fast and efficiently. While stereo headphones comes handy when transcribing an audio that uses multiple channels, foot pedals keep your hands free when rewinding and playing an audio.

➤ **Proofread simultaneously:** Don't wait to finish transcribing the whole thing for proofreading the document. Proofread your work as you transcript to not only save time but also assure high quality in the transcription.

➤ **Use ready-made templates:** If you are transcribing highly technical documents – especially for the legal and medical fields, keep readymade templates available in hand.

Furthermore, according to online journal, Idea translations there are futher successful tips for online simultaneous interpretation. These are 5 basic tips:

➤ **Schedule:** Plan the duration of the lesson or conference considering that, for the interpreter to work comfortably, the pace of the lecture needs to be reasonable.

➤ **Audio and Video Settings:** If you are the host, check all audio and video settings for participants, in order to minimize disruptions during the meeting.

➤ **Meeting Rules:** State the rules for the meeting beforehand. If you are doing a Q&A session, state the time allowed for each question, any areas that are out of scope, etc.

➤ **Connection Issues:** There are some steps you can take beforehand to minimize potential issues, such as rehearsals, activating video for the speaker only, advising participants not to perform other Internet-heavy activities during the meeting and sharing the files at the end of the session.

➤ **Translation Service:** Take the time to find the right simultaneous interpretation service for your needs. If you are hosting a meeting that will be carried out in several languages, effective professional interpretation services are the key to success. The speaker may give an excellent presentation, or be a renowned expert in their field, but that may never reach the audience without good interpretation.

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