



**CTTIC STANDARD CERTIFICATION
TRANSLATION EXAMINATION**

MARKER'S GUIDE

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NEW THIS YEAR

In order to allow those candidates who failed to decide whether or not they wish to appeal, candidates will have the option to VIEW their exam paper at a location pre-determined by their association.

BACKGROUND

This examination is for **experienced translators**. It seeks to recognize aptitude and competence, not potential. **A CANDIDATE IS JUDGED COMPETENT IF THE TRANSLATION PROVIDED IS FAITHFUL, IDIOMATIC AND REQUIRES LITTLE OR NO REVISION.**

1. GENERAL

Each candidate have translated two texts of about 175 words each, about 350 words in total.

In order to test candidates' abilities on different types of text material, as well as to give a degree of choice in the material to translate, they were given three source texts for each language combination. One of the texts was compulsory (general in nature), while the other two ("slightly technical" or "slightly literary") were optional. Candidates elected to translate one or the other, but not both. Each text is to be marked out of 100 and the average mark over two texts determines the candidate's final score. As usual, an average of 70% is required for a pass. No credit or marks will be awarded for translating the third text.

1.1 Documents

As a marker you should receive the following documents:

- Exam texts.
- Photocopies of the papers to be corrected.
- Pre-established Marking Scheme listing common faults.
- Markers' Guide.
- Exam Results Summary Sheet, (Form – TE01) to be completed for candidates who have failed.
- Fee and expense forms (Form – TE03).

Administrative Guidelines

Examination Correction Date

All examinations are corrected on the same date, and markers are requested to set this time aside (official languages only).

Correction Centre

Correction centres are organized in Ottawa (official languages only) or other major centres, as required.

1.2 Confidentiality

Maintaining the confidentiality of the CTTIC Standard Certification Translation Examination is vital. Markers must refrain from making public remarks about the CTTIC Standard Certification Translation Examination process. Should markers wish to make any comments about the examination, they are requested to do so **in writing** to CTTIC's exam coordinator.

2. MARKING PROCEDURE

2.1 Preparation

The source language text must be read and its overall difficulty evaluated. Special features of the text and/or passages that present stumbling blocks should be noted, referring to the pre-established Marking Scheme.

2.2 Correction

Each text is **marked out of 100 and the average of both texts is calculated with a pass mark of 70%.**

N.B. IF THE MARK OBTAINED FOR THE COMPULSORY TEXT IS LESS THAN 40% THEN THE SECOND OR OPTIONAL TEXT WILL NOT BE

MARKED. There are two correctors to a team. They each mark their set of candidates' papers **independently**, in accordance with the Markers' Guide, using the pre-established Marking Scheme and the Marking Scale (see 2.3), and **compare results with their co-corrector after the marking is completed.**

N.B. If there is a **discrepancy of more than 15%** in the marks given, the errors noted **must be reviewed.** The co-correctors then average the marks given, which produces the candidates' final marks.

No single repeated major error will be considered sufficient to fail a candidate.

N.B. The source of the document (e.g. *Le Devoir, Die Welt, etc.*) and date are given for information only and need NOT be translated, or copied, by the candidate. However, no deduction is to be made if they have.

The number of points deducted must be entered in the margin of the paper being corrected (see 2.3).

If both correctors agree that a paper has passed or failed, their judgement stands. If a paper has been passed by one corrector and failed by the other, the marks must be reviewed and, if possible, agreement reached on the paper's status. In the final analysis, markers must decide whether the translation is faithful, idiomatic and requires little or no revision, as it is the case for members of a professional association. If no agreement can be reached, the matter is referred to the Chair, Examination Committee, who will assign a third marker with a deciding vote.

2.3 **Marking Scale**

Errors are considered to fall into **two main categories: Translation** (Comprehension – failure to render the meaning of the original text) and **Language** (Expression – violation of grammatical and other rules of usage in the target language).

Major and minor errors must be identified within each category.

Note: Errors in the text must be highlighted (underlined, etc.).

Translation (Comprehension)

Major mistakes--shown in margin as **(T)** -10
*e.g. serious misinterpretation denoting
a definite lack of comprehension of the source language,
nonsense, omission of a phrase or more*

Minor mistakes--shown in margin as **T** -5
e.g. mistranslation of a single word,

*omission/addition affecting meaning,
lack of precision, wrong shade of meaning.*

Language (Expression)

Major mistakes--shown in margin as **(L)** -10
e.g. gibberish, unacceptable structure

Minor mistakes--shown in margin as **L** -5
*e.g. syntax, grammar, ambiguity, unnecessary repetition,
convoluted structure, non-idiomatic structure,
unacceptable loan translation*

Minor mistakes--shown in margin by **l** -3
*e.g. breach of spelling, punctuation,
typographical conventions*

Application

If an error recurs consistently throughout the text (punctuation, pronouns, etc.), it should only be penalized the first time it appears, except in cases where it affects the meaning.

Errors must be indicated in the margin of the paper **using the appropriate letter**. When a paper has been corrected, the various types of errors must be entered at the end of each text, together with the total points deducted-- e.g.

(T)	1	x	10	=	10
T	1	x	5	=	5
(L)	1	x	10	=	10
L	1	x	5	=	5
l	1	x	3	=	<u>3</u>
					-33

In this example, the candidate obtains 67%
[(100 - 33) = 67]

N.B. Please consider this example for a moment. As can be seen, the candidate is only three points short of the pass mark. If we were to take the combined mark given by the two markers for the two texts, we would then be faced with the worst-case scenario. So as to avoid CTTIC having to deal with complaints from unhappy candidates (which can be a costly and time-consuming process), we must try to distance ourselves as far as possible from the 70% pass mark.

In a case such as this one, the two markers must try to confirm the failure or success of the candidate, leaning in so far as possible towards success. Would it not be possible here to overlook the three points taken off for misuse of punctuation?

Let's now presume that the two translations, despite a major error of transfer and one of language, are generally well done, that the style used makes for pleasant reading. In such a case, we would try to slightly offset the two or three major mistakes by giving a positive overall mark (maximum of 10 points) in order to recognize the quality of each of the translations.

Experience shows us, however, that such a case seldom occurs and that the style of borderline candidates usually leaves something to be desired. In such a situation, read the translations again and see if you have been too generous towards the candidate. Might you not have failed to note one or two spelling or punctuation mistakes, which would in fact push the mark further down in the 60% range?

3. Reporting Procedure

Results

If a candidate has failed the translation exam, the co-correctors will consult each other and share the task of completing the Results Summary Sheet (Form – TE01). **ONLY ONE RESULTS SUMMARY SHEET MUST BE COMPLETED FOR EACH UNSUCCESSFUL CANDIDATE.** Please state the number of errors, major and minor, translation and language, on the Marking Sheet and give only **ONE** example of a major error (please select the most unambiguous example of Translation or Language errors). Refrain from making any comments or suggest how that particular phrase should have been translated.

Transmission of Results, Forms, Corrected Papers

Please return all documents in your possession relating to the examination (see 1.1) to the CTTIC Administrative Director at the CTTIC office in Ottawa.

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