

# **METROPOLITAN POLICE TEST ASSESSMENT CRITERIA**

## *SPECIAL NOTE*

*In their professional work interpreters must present themselves as competent professionals. In the assessment, candidates should remember that they are being judged not only on their ability, but also consideration may be given as to how they present themselves. Inappropriate and unprofessional clothing, posture and attitude will give the wrong impression. In the context of the oral assessment, candidates must present themselves as professional interpreters.*

## **ASSESSMENT CRITERIA FOR INTERPRETING (Consecutive and Simultaneous)**

### **Accuracy of Interpretation:**

- The candidate should faithfully convey the sense of the original. The most important factor is accuracy.
- The candidate should transfer all the original information without omissions, additions or distortions. Too much slippage during transfer renders the interpretation unsafe.
- The candidate should demonstrate competence in conveying content and familiarity with the subject matter.

### **Delivery:**

- The candidate should be competent in the required language and be able to switch between the two languages without stumbling over words.
- S/He is expected to interpret smoothly, reflecting tone and emotion appropriate to the situation, so that the listener finds the interpretation accessible and easy to listen to.
- The candidate should display a courteous and confident manner but should also be unobtrusive and impartial, thus allowing the client to feel in control of what s/he is saying.
- The candidate should, if necessary, be able to quietly and firmly prevent any real or potential breakdown of communication, handling inter-cultural references correctly.
- The candidate may ask for repetition or clarification of any point s/he feels unsure of (although s/he may be penalised for excessive requests).

### **Language Use:**

- The candidate should use the appropriate choice of words in both languages. It is possible for more than one word or phrase to be "correct" - the choice frequently depending upon the type of client. It is also possible for there to be an acceptable use of English vocabulary in the Other Language during interpretation, i.e. One Stop Shop. The important point is that the choice of words conveys the meaning accurately.
- Correct grammatical construction should be used in both languages, preserving the clarity and content of the original (i.e. placing the verb at the end of the sentence in English or using a clumsy word order could damage the sense).
- The candidate should be able to demonstrate appropriate use of terminology relevant to the material in which s/he is being assessed.
- The candidate should have good, clear pronunciation which can be heard easily by the client.
- Please note that for the Consecutive Interpreting of the Statement you must ensure that the notes you take down in the Other Language and not in English are complete enough for you to write an appropriate translation into English for the written assessment.

**ASSESSMENT CRITERION STATEMENTS FOR INTERPRETING**

	<b>Accuracy</b>	<b>Delivery</b>	<b>Language Use</b>
<b>Band A (Distinction)</b>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-conveys sense of original message with complete accuracy</li> <li>-transfers all information without omissions, additions, distortions</li> <li>-demonstrates complete competence in conveying verbal content and familiarity with subject matter</li> </ul>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-demonstrates complete competence in language</li> <li>-switches effortlessly between languages</li> <li>-interprets clearly and smoothly</li> <li>-reflects tone, emotion and non-verbal signs appropriate to situation</li> <li>-displays courteous and confident manner</li> <li>-remains unobtrusive and impartial</li> <li>-handles intercultural references correctly</li> <li>-displays good management strategies intervening appropriately and only when necessary to clarify or ask for repetition or prevent breakdown of communication</li> </ul>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-demonstrates excellent command of grammar, syntax, vocabulary, specialist terminology, with minimum paraphrasing</li> <li>-chooses language and register entirely appropriate to situation</li> <li>-has clear, distinct pronunciation</li> <li>-has accent which in no way affects ease of comprehension</li> </ul>
<b>Band B (PASS)</b>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-accurately conveys sense of original message</li> <li>-makes only one or two minor omissions/distortions not affecting correct transfer of information or complete comprehension</li> </ul>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-demonstrates good competence in language</li> <li>-switches easily between languages</li> <li>-interprets for most part clearly and smoothly</li> <li>-reflects tone, emotion and non-verbal signals of interlocutors</li> <li>-displays courteous and confident manner</li> <li>-remains unobtrusive and impartial</li> <li>-handles intercultural references correctly</li> <li>-intervenes justifiably and appropriately</li> <li>-makes occasional slip or sign of nervousness but not leading to communication problem</li> </ul>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-demonstrates good command of grammar, syntax, vocabulary, and specialist terminology</li> <li>-paraphrases in clear, concise way, where appropriate</li> <li>-chooses language, register largely appropriate to situation</li> <li>-has clear, distinct pronunciation</li> <li>-has accent which in no way or only occasionally affects ease of comprehension</li> </ul>
<b>Band C (PASS)</b>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-adequately conveys sense of original message</li> <li>-makes no serious inaccuracies, omissions or distortions affecting comprehension or transfer of information</li> </ul>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-demonstrates adequate competence in language</li> <li>-switches between languages without major problem</li> <li>-shows some confidence while interpreting</li> <li>-makes reasonable attempt to reflect suitable tone, emotion and demeanour</li> <li>-displays manner, delivery and interventions, occasionally not completely appropriate, but not leading to irretrievable breakdown of communication</li> </ul>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-demonstrates adequate command of grammar, syntax, vocabulary and specialist terminology</li> <li>-keeps paraphrasing to acceptable level</li> <li>-may choose inappropriate language/register at times but not impairing overall transfer of information</li> <li>-may occasionally evidence faulty pronunciation, pronounced accent but without impairing message</li> </ul>
<b>Band D (FAIL)</b>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-does not, or only partially, convey sense of original message</li> <li>-makes serious inaccuracies, omissions, distortions affecting comprehension and transfer of information</li> <li>-demonstrates inadequate grasp of language and/or subject matter</li> </ul>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-demonstrates inadequate competence in language</li> <li>-has problems switching between languages</li> <li>-lacks confidence and clarity</li> <li>-does not attempt to reflect tone, emotion relevant to situation</li> <li>-sounds flat and mechanical or too loud and overbearing</li> <li>-fails to apply suitable management strategies, where appropriate, e.g. asking for repetition/clarification</li> <li>-makes excessive requests for repetition/clarification</li> </ul>	<p><b>The candidate:</b></p> <ul style="list-style-type: none"> <li>-has inadequate command of grammar, syntax, vocabulary and specialist terminology</li> <li>-uses excessive and inaccurate paraphrasing which distorts meaning</li> <li>-uses register which prevents successful transfer of message</li> <li>-has strong accent, intonation, stress patterns, making it difficult to understand meaning of message</li> </ul>

## ASSESSMENT CRITERIA FOR SIGHT TRANSLATION

### Completeness:

Candidates should demonstrate the ability to accurately convey the sense of the original message without omissions or distortions. The task must be completed within the allotted time.

### Accuracy and Appropriateness:

Candidates should demonstrate the ability to transmit information accurately and clearly, paraphrasing if necessary, thus displaying a sound knowledge of the relevant language, option and context.

### Fluency and Pronunciation:

Candidates have to demonstrate the ability to deliver the translation fluently with a good accent and clear pronunciation.

## ASSESSMENT CRITERION STATEMENTS FOR SIGHT TRANSLATION

	<b>Completeness</b>	<b>Accuracy/Appropriateness</b>	<b>Fluency/Pronunciation</b>
<b>Band A (Distinction)</b>	The candidate: -demonstrates the ability to faultlessly and accurately convey the sense of the original message -transfers all information without omissions, additions or distortions within the allotted time	The candidate: -demonstrates the ability to translate the passage with great accuracy and clarity, with appropriate paraphrasing, where necessary -displays a very good knowledge/use of the language (including vocabulary/specialist terminology, register and context)	The candidate: -demonstrates a very good command of the language, and -delivers the translation fluently -displays a very clear and distinct pronunciation and a good accent which facilitate comprehension
<b>Band B (PASS)</b>	The candidate: -demonstrates the ability to accurately convey the sense of the original message -makes only a few minor slips which do not hamper comprehension	The candidate: -demonstrates the ability to translate the passage with satisfactory accuracy and clarity, with occasional paraphrasing, where necessary -displays a good knowledge/use of the language (including vocabulary/specialist terminology, register and context)	The candidate: -demonstrates a good command of the language, and -delivers the translation fluently and accurately, apart from some minor lapses -displays for the most part a clear and distinct pronunciation and accent which make for ease of comprehension
<b>Band C (PASS)</b>	The candidate: -demonstrates the ability to adequately convey the sense of the original message -makes no serious omissions, inaccuracies, distortions in the transfer of information which will lead to misunderstandings	The candidate: -demonstrates an adequate ability to translate the passage accurately and clearly -keeps paraphrasing to an acceptable level without distorting the meaning -may make several errors but the intended meaning can be discerned without too much difficulty -displays adequate knowledge/use of vocabulary, specialist terminology, register and context	The candidate: -shows an adequate command of the language -may evidence some faults and hesitation which may hamper the flow of the translation and faulty pronunciation and a pronounced accent may occasionally be present but these will not impede meaning
<b>Band D (FAIL)</b>	The candidate: demonstrates an inadequate grasp of the language and/or subject matter and does not, or only partially, convey the sense of the original message -makes serious omissions and/or distortions preventing comprehension	The candidate: -lacks the ability to translate the passage with sufficient accuracy/clarity -uses excessive and inaccurate paraphrasing, distorting the meaning -makes too many errors of all kinds -produces translation not always coherent; intended meaning only partially conveyed -shows poor knowledge/use of vocabulary, specialist terminology, register and context	The candidate: -demonstrates an inadequate command of the language for the required task makes a considerable number of errors which hamper the flow -evidences faulty pronunciation and/or a strong accent which make it difficult or impossible for the intended listener to discern the meaning