

### **Pardon me, I would like to ask...**

- Please pause so the interpreter can tell me what you have said.
- Please repeat that, I am afraid it was not all covered in the interpretation.
- Could we slow down a bit to be sure the interpreter is able to give a full interpretation?
- Could you both repeat what you said, one at a time, so we can be sure the interpreter can cover everything?
- I do not understand the interpretation very well. Could we try to reschedule with another interpreter?

### **Communicating Effectively with Interpretation**

- Schools and districts must provide interpretation when needed to communicate effectively with families who request an interpreter.
- For interpretation to be effective, everyone involved in the conversation must cooperate and make time for interpretation.
- Use this card as needed during an interpreted conversation to receive a complete, accurate and understandable interpretation.
- Remember, if you do not understand something; ask the person you are talking with to explain. The interpreter can interpret your request for explanation but should not try to answer your questions.
- If you believe the interpreter is not interpreting correctly, you can ask to re-schedule with another interpreter.

### **对不起，我想请问一下...**

- 请稍暂停，以便口译员可以告诉我您刚才所说的话。
- 请重复一遍，我恐怕翻译内容并未涵盖完整所有的事。
- 我们是否可以讲慢一点，以确保口译员能够提供完整的翻译？
- 您们能否可以各自单独重复一次您们所说的话，以便我们确定口译员可以涵盖完整所有的内容？
- 我并不十分了解这段翻译。我们可以尝试重新安排使用其他口译员吗？

### **以口译有效地沟通**

- 当需要与要求使用口译员的家庭进行有效的沟通，学校和学区必须提供口译服务。
- 为了使口译有良好的效果，参与对话的每个人都必须合作并抽空进行口译。
- 在口译对话中按照需要使用此卡，以获取完整的、准确的和易懂的翻译。
- 请记住，如果您不了解某一件事；请向与您交谈的人提问并要求解释。口译员可以为您需要解释的请求做翻译，但不应尝试回答您的问题。
- 如果您认为口译员的口译不正确，您可以要求重新安排使用其他口译员。

## Interpretation Tips Card

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