

## How Many Interpreters Do You Need?

Rendering a speaker's ideas into another language is a challenging endeavor requiring high levels of concentration. For this reason, professional conference interpreters work in pairs and take turns every 20 to 30 minutes.

The total number of interpreters in a team depends on:

- ◇ Number of languages involved
- ◇ Duration of meeting
- ◇ Complexity of topic

A standard team for a full-day, two-language conference requiring interpreting to and from the two languages consists of at least three interpreters.

In a "one-language" conference, where there is mainly one-way interpretation from English into a foreign language—a popular training session format in the United States—the team can consist of only two interpreters.

**Your AIIC Consultant will be glad to advise on the optimum team composition for your specific meeting.**

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**INTERNATIONAL  
ASSOCIATION OF  
CONFERENCE INTERPRETERS**

**AIIC USA Region**

**STRICT ADMISSION REQUIREMENTS  
—AIIC MEMBERS HAVE PASSED  
THE SCRUTINY OF THEIR PEERS  
AND THE TEST OF THE MARKET**

## ARE YOU LOOKING FOR CONFERENCE INTERPRETERS?

**When your meeting requires qualified, experienced conference interpreters:**  
<http://www.aiic.net/database>

AIIC is an international professional association of conference interpreters that has over 2700 members in 88 countries. In the U.S. alone there are approximately 150 AIIC members who interpret from and into many different languages.

Conference interpretation is a highly specialized and demanding profession.

Members of AIIC are professional conference interpreters who have been accepted for membership because they meet the highest standards of linguistic and interpreting ability, ethics, and experience.

**+ Strict admission criteria**  
**+ The AIIC Code of Ethics**  
**= Quality and confidentiality**

## DO YOU EXPECT TOP QUALITY AND COMPETENT ADVICE?

**Here are some of the settings where you will find AIIC interpreters:**

- ◇ International organizations such as the United Nations, World Bank, International Monetary Fund, NATO
- ◇ Technical and scientific congresses
- ◇ Political and trade talks for the U.S. Department of State and U.S. government agencies
- ◇ Product presentations
- ◇ Board of Directors meetings
- ◇ Technical seminars
- ◇ Training workshops
- ◇ Press conferences
- ◇ One-on-one interviews
- ◇ Radio, television, videoconferences, web casts
- ◇ Small and large-scale negotiations

**What services do AIIC members offer?**

### **Competent advice**

AIIC Interpreters can advise you on all interpreter-related needs when preparing for a meeting, including the necessary technical equipment.

### **Top quality**

AIIC membership guarantees:

- ◇ Native and near-native command of languages
- ◇ Professional experience of many years
- ◇ Thorough pre-conference preparation of the subject matter and terminology
- ◇ Competence
- ◇ Professionalism
- ◇ Confidentiality

## **Interpretation Modes**

The nature and size of your meeting will determine the most convenient mode of interpretation:

### **Simultaneous Interpretation**

Suitable for meetings of any size, it is by far the most common method of conference interpreting today, since it is virtually instantaneous. Interpreters, seated in soundproof booths overlooking the meeting room, receive the speaker's statement through headphones and give a running interpretation in another language to participants listening by means of headsets. The result is seamless, real-time communication across the language barrier.

### **Consecutive Interpretation**

Is suitable for meetings where only two or, at the most, three languages are being used. The interpreters sit at the conference table taking notes of what the speakers say and then interpret it into another language. It is most suited for negotiations and arbitrations in a small group setting. The disadvantage of this interpretation mode is that, since the interpreter must wait until the speaker finishes before interpreting the intervention, it doubles or triples the duration of the meeting.