

Training Translators for a Multi Country Study: Lessons Learned

CSDI Workshop 2018
Limerick, Ireland – March 26, 2018

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Outline

- Training translators to implement TRAPD for comparative studies (i.e. team or committee approach)
- What the literature says
- The multi country study
- Full translation and assessment plan
- Organizing the effort and best order of actions
- Integrating prior translations
- Documentation: who does it and what exactly?
- Webinar remote trainings: Content and Issues
- Software training and Translation training
- Major issues for future efforts

Literature Review

- ❑ ESS Guidelines for different rounds (e.g. Round 3 and Round 6)
- ❑ Michigan's Cross-Cultural Survey Guidelines
- ❑ GESIS Summer Institute Translation Courses
- ❑ Harkness & Schoua-Glusberg AAPOR survey translation short course (2005)
- ❑ Villar & Schoua-Glusberg AAPOR Webinar on Survey Translation (2014)

Summary of Tips/Guidelines

- ❑ Recruiting and hiring covered more than training
- ❑ The CCSG and the ESS recommend briefing or training translators on specifics of questionnaire translation
- ❑ The trainings mentioned (short courses, webinars, GESIS trainings) implement those tips or guidelines in similar ways but perhaps with different emphasis

The Study

- ❑ First – a disclaimer
- ❑ A total of 6 languages in different countries
- ❑ Adult and minors as survey participants

Full Translation and Assessment Plan for the Study

- ❑ Translatability assessment
- ❑ QxQ specifications for translators
- ❑ Team/Committee translation approach
- ❑ Subject matter expert review
- ❑ Verification
- ❑ Pretesting questions
- ❑ Throughout: use of translation mgmt software

Order of Actions by Different Actors

- ❑ There must be training before recruiting translators
- ❑ Coordinator for each country or language needs to understand all aspects of process (i.e. be trained) before anything starts

Integrating Prior Translations

- ❑ Keep in mind not always for similar audience
- ❑ Keep in mind not always well translated items
- ❑ If translators need to integrate them, they should be provided upfront to each individual translator

Documentation: Who and What?

- ❑ Training stressed documentation at every step (individual vs. committee documentation)
- ❑ Document (D-D-D = Doubts, Disagreements, Decisions)
- ❑ Examples provided to a team on what to document and what not to document.

Webinar Remote Trainings

- ❑ distill and simplify / not duplicate / not call things different
- ❑ background introduction and participation
- ❑ remember you are not training survey experienced folks (jargon)

Webinar remote trainings: Content and Issues

- ❑ Webinar format
- ❑ Content covered
- ❑ Trained translators from different countries in same sessions (limits examples)
- ❑ Access issues to software and recordings /
Technical difficulties

Software training and Translation training

- ❑ When working with translation management software 2 types of training are needed
- ❑ Both sets of trainers should attend
- ❑ Both sets of trainers need to learn what the others are training on
- ❑ Who trains first?
- ❑ Solving technical glitches in advance

Major Issues for Future Efforts

- Planning and coordination across tasks
- Scheduling of tasks
- Order of trainings
- What do translators receive in advance?

Thanks for your attention!

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