

# Montgomery County Public Schools Translation Test

## Sample Form

This is a sample of the Montgomery County Public Schools Translation Test. This is a timed test. The test is done on a computer using Microsoft Windows XP operating system and Microsoft Word 2003 for word processing. It is recommended that you practice with the native Microsoft input system for your language before taking the test. Those who wish to take the test in Amharic will be required to use Tavultesoft KeyMan input system and GFZemen Unicode font for this test. Again, practice before the test is recommended.

When you have read the test instructions, please, inform the test administrator that you are ready to begin the test. This is a timed test.

You will have one hour to complete the translation of three documents into the language for which you are seeking qualification as an MCPS translator. You may use your own dictionary during this test. Please observe the following conventions:

If text is highlighted in **yellow**, include the English in your translation with NO explanation in the target language (such items include names of offices, names of schools, position titles, names of laws, etc.).

If text is highlighted in **green**, include the English in your translation followed by a translation or explanation in the target language in parentheses.

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### Passage 1

#### **Suggestions for parents to help at home:**

- Books on CD and tape from the public library or can be purchased at various local stores.
- You can read to them in your native language if possible. Always ask questions about what they read to help develop listening and reading comprehension skills
- Flashcards with letters and letter sounds. These help with letter ID and phonemic awareness skills.
- Journal writing notebooks at home-  
(Write/Draw pictures about things they did at home, at school or TV shows and books they last viewed. They could write using “sound writing” or just talk to you about what they drew. This will help with oral and written expression skills.)
- Cooking at home with your children and having them read the recipe, measure and mix- helps with language development, math skills and remembering the order of steps you used to follow the recipe

**Note: This can be done in your native language too.**

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Passage 2

Dear Parent/Guardian:

Your child's school, Any Elementary School, was identified for **School Improvement (Corrective Action)** based on student achievement over the past two years. We are proud that as a result of the work of students, staff, and families, Any Elementary School did achieve **Adequate Yearly Progress (AYP)** for the 2004–2005 school year. If the school achieves AYP in 2005–2006, it will be removed from school improvement status.

We believe that families have an important role in helping their children and schools meet the rigorous academic standards set by Montgomery County Public Schools and the Maryland State Department of Education. For example, you can volunteer to serve on committees, including those established by the **Parent Teacher Association**. Classroom volunteers are always welcome. You are invited to participate in family activities offered throughout the year by your child's school, attend parent-teacher conferences, and learn more about how to help your children at home and at school.

Respectfully,

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Passage 3

Evaluation of Interpretation Equipment  
Budget Presentation on December 14, 2005

Please note that for this evaluation we are interested in your opinions about the quality of the equipment and its use. Our questions do not refer to the interpreters or the quality of the interpretation.

Equipment Number \_\_\_\_\_

Were you able to hear the interpreter's voice through the equipment?

Yes, clearly  Only with difficulty  
 Yes, but not always clearly  No

Was there interference from other signals?

Yes, frequently  Yes, but only a little  No

Did the English speech or other noise come over the system?  Yes  No

Did any noises coming over the interpretation equipment distract from understanding the interpretation?  Yes  No