A close-up photograph of two people shaking hands. The person on the left is wearing a dark suit jacket, a white shirt, and a gold patterned tie. The person on the right is wearing a grey and blue checkered blazer. The background is blurred, showing more of the people and a bright, out-of-focus area.

Ultimate Guide #2 Interpretation Best Practices for Clients

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Two Most-Frequently Used Types of
Interpretation Services





Interpretation Services

Interpretation services, the art of effectively conveying meaning from one spoken language to another, play a pivotal role across a multitude of industries. This brings to the forefront the importance of utilizing various forms of interpretation.

At HeliCo, our comprehensive suite of interpretation solutions spans a rich tapestry of accents, languages, and industry sectors, ensuring we meet a diverse array of needs. Our specialized expertise enables us to seamlessly bridge language gaps, facilitating smooth and meaningful communication across borders and cultures.

Two Main Types of Interpreting



Simultaneous Interpreting

Simultaneous interpreting is a form of interpreting where the interpreter listens to a speaker and simultaneously interprets their speech into another language for the audience. This type of interpreting is often used in conferences, meetings, and other events where there are multiple languages being spoken.

VS



Consecutive Interpreting

Consecutive interpreting is a type of interpreting where the speaker pauses after each sentence or phrase, and the interpreter then conveys the message in the target language. This is different from simultaneous interpreting, where the interpreter speaks at the same time as the speaker.

TYPES OF INTERPRETING

SIMULTANEOUS
INTERPRETING

CONSECUTIVE
INTERPRETING

Remote Simultaneous
Interpreting (RSI)

Physical Simultaneous
Interpreting (SI)

Remote Consecutive
Interpreting (RCI)

Physical Consecutive
Interpreting (CI)

Conference Interpreting

Relay Interpreting

Over the Phone (OPI)
Interpreting

Community Interpreting

Whispered Interpreting

Liaison Interpreting

Interpretation Best Practices for Clients





Provide clear and concise information

Provide the interpreters with clear and concise information and avoid using jargon or technical language that may be difficult for interpreters to understand.



Prepare in advance

Prepare in advance for the interpretation sessions by providing them with relevant documents, glossaries, or vocabulary lists to ensure a smoother interpretation process.



Pay attention to your speech

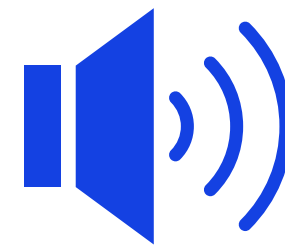
Speak clearly and at a moderate pace allowing time for the interpreters to complete their performance.





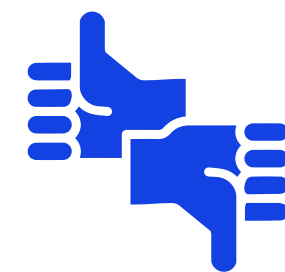
Set expectations

Set expectations with interpreters regarding the purpose, scope, and expected outcomes of the interpretation session.



Avoid interruptions

Avoid interrupting the interpreters or speaking over them. This can cause confusion and misinterpretation, leading to potential errors in communication.



Provide feedback

Provide feedback to interpreters after the interpretation session. This will help interpreters improve their skills and provide better interpretation in the future.

3

Tips to Consider for Interpreting Sessions



Before The Interpreting Session



STEP 1

Let the interpreters know about the nature and purpose of the session.



STEP 2

Conduct a pre-session discussion with the interpreters (if possible) about any technical and cultural factors that might affect the session.



STEP 4

Review the content of the session to allow the interpreters time to ask questions, and clarify terminology.



STEP 3

Introduce yourself and the speakers to the interpreters and provide any necessary materials to the interpreters.



STEP 5

Feel free to ask the interpreters if they have any questions or need clarification.



STEP 6

Provide participants with the technical information they need to listen to the interpretation or work with HeliCo so that we do all of these for you via our Interpretation Coordinators.

During The Interpreting Session



Would you like a partner who takes care of all these considerations for you and ensures seamless communication at your event?

Quickly fill out the [Quote Request Form](#) and we will guide you toward a flawless event.

FOR INTERPRETATION SERVICES

01

02

03

Interpretation Quote Request Form

Type of Interpretation Required*

Language Pair*

Arabic - English

Need Interpretation in More Than One Language Pair?

Specify the Other Language Pairs Here

Yes

No



CONTACT US

**GET STATE-OF-
THE-ART
INTERPRETING
SOLUTIONS EASILY
FROM HELICO!**

With all our services at HeliCo, we make the world a smaller place by breaking language barriers, supporting global trade, and helping people access services in their native languages.

You may contact us to get support for your remote events and quality remote interpreting services.

Our team is here by your side!

For further information on this subject, you can download additional related handbooks or checklists, or alternatively, you can easily request an interview.