

PRESENTATION TIPS



Handouts or PowerPoints can be a tremendous help to both the interpreter and to the Deaf participants.

- It is important to remember that it is not possible for a person who is Deaf to simultaneously follow the interpretation and look at the visual references. Pausing periodically allows Deaf participants the opportunity to look from the interpreter to the visual reference, as well as time to absorb the material.



If showing a video,

- where captioning is available, have it cued up and ready prior to beginning;
- when captioning is not available, ensure some lighting remains on so that the interpreter can be seen.



Breaks are important for interpreter(s) to maintain focus and keep energized. Discuss a break plan with the interpreter(s) and Deaf participants prior to the assignment.



Adequate lighting is key for all participants to see each other and the interpreter(s).



When presenting, be mindful of walking between the interpreter and the Deaf person(s).



WORKING WITH A SIGN LANGUAGE INTERPRETER

If you offer a service to the Yukon public, we may be able to provide American Sign Language interpreting services. This FAQ guide can assist you when working with an interpreter.

An accredited sign language interpreter is available at no direct charge to local organizations and businesses to better serve all Yukoners. Some restrictions apply.

TO LEARN MORE about working with Deaf people and American Sign Language interpreting services please contact the Diversity Services Office:



867-456-6537
Monday to Friday, 8:30 am – 4:30 pm



interpreter.ASL@gov.yk.ca



Government of Yukon
Main Administration Building
2071 – 2nd Avenue

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We're ready when you are



Doing what matters.
comes with the territory

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COMMUNICATION

is a vital part of our every-day lives. These **frequently asked questions** can help you work with an American Sign Language interpreter.



DO I NEED TO SPEAK SLOWLY?

Speak at your natural pace. Be aware that the interpreter may wait to hear and understand a complete thought before beginning to interpret.

- Sign language is not a word-for-word rendition of English; it is a language with its own syntax and grammar.
- The interpreter will let you know if you need to repeat yourself or slow down.
- It is important to take turns when speaking. This allows the interpreter time to communicate all conversations.

WHERE DO I LOOK? WHO SHOULD I SPEAK TO?

- Using direct eye contact, look at the Deaf person while listening to the interpreter.
- The Deaf person will glance back and forth between the person speaking and the interpreter.
- Address the Deaf person using singular phrases. This is the person you are interacting with. Avoid saying "tell him" or "tell her."

WHERE SHOULD I STAND OR SIT IN ONE-ON-ONE INTERACTIONS?

- The interpreter and/or Deaf person will let you know the best location.
- Usually the interpreter stands or sits next to the hearing person and opposite to the Deaf person. This allows the Deaf person to clearly see both the interpreter and the person they are meeting with.

WHAT SEATING ARRANGEMENTS ARE BEST IN GROUP SITUATIONS?

- Semi-circle seating arrangements are best for group discussions. This enables the Deaf person to see what is happening around the group.
- For conferences or performances, the interpreter should be on stage. Reserved seating with clear sightlines to the interpreter(s) should be provided for Deaf people.

WHAT PREPARATION MATERIAL DOES AN INTERPRETER NEED?

- The interpreter will prepare themselves for the assignment by requesting information and material such as agendas, technical vocabulary, handouts, and PowerPoint slides.
- It is ideal to have the preparation material available to the interpreter for advance review.
- If you are providing handouts during an assignment, have a copy available for the interpreter(s) as well.

CAN I TRUST AN INTERPRETER WILL KEEP INFORMATION CONFIDENTIAL?

- Yes, the interpreter is:
 - > employed by the Government of Yukon and bound by a confidentiality agreement;
 - > a member of the Association of Visual Language Interpreters of Canada (AVLIC) and follows their Code of Ethics and Guidelines for Professional Conduct (view these online at www.avlic.ca).
- The interpreter must remain neutral and keep the content of all assignments and preparation materials in strict confidence.

OTHER CONSIDERATIONS:

- The interpreter is there to facilitate communication for the Deaf participant. The interpreter is not a participant in the meetings or interactions.
- If you have questions about the Deaf person or about sign language, ask the Deaf person directly and the interpreter will be happy to interpret your questions. The interpreter will neither give advice nor their personal opinion on anything that is discussed.
- Some interpreting assignments will require a team of two interpreters. The teaming allows the interpreters to switch roles every 15-20 minutes to reduce physical strain, prevent repetitive strain injury and prevent mental fatigue. These factors can cause the quality of the interpreting to deteriorate.