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Bakalářská práce

Translation and Interpreting services in the European Union

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Prohlašuji, že jsem práci zpracovala samostatně a použila jen uvedených pramenů a literatury.

Plzeň, duben 2017   ………………………

Content:

1. Introduction:

This Bachelor thesis deals with Translation and Interpreting services in the European Union.

This thesis will be divided into several parts. In the first part of this Bachelor thesis will be the terms Translation and Interpreting explained. These terms will be divided into several types of translation or interpreting which will be explained.

In the second part, the author of this thesis will describe translation and interpreting services in the European Union. Several facts about the EU will be mentioned. The European Union has 28 members.[1] There will be explained, which types of translating and interpreting are in the EU used most and which EU institutions use these services. Besides this, there will be described some traineeships for interpreters and translators and not only for them.

The next part of this thesis will be the conclusion. In the conclusion the whole thesis will be summarised.

Next part will be resumé. The abstract will be written in another language.

The last part of this thesis will be sources. The author of this thesis will divide the sources into two parts – Internet sources and printed sources.

2. Translation and Interpreting

Interpreting and translation are two closely related linguistic disciplines. Yet they are rarely performed by the same people. The difference is in skills, training, aptitude and even in language knowledge. Only a few people can do both successfully on a professional level. [2]

Translation is written, interpretation is spoken. Interpretation makes use of particular linguistic resources: the original speaker's ideas are transmitted as spoken words, with a particular rhythm and intonation, making use of rhetorical devices and gestures. [3]

In the Czech Republic exists a union called JTP (Jednota tlumočníků a překladatelů) = Union of interpreters and translators. JTP is an independent, open, voluntary, vocational organisation of professional interpreters and translators. JTP was established in 1990, its residence is in Prague. This union publishes its own magazine. This magazine called ToP (tlumočení – překlad, interpreting – translation) is about translating and interpreting. It is not printed version, only electronic version. JTP is a member of International Federation of Translators. [4]

International Federation of Translators (FIT) – "is an international grouping of associations of translators, interpreters and terminologists. More than 100 professional associations are affiliated, representing over 80,000 translators in 55 countries. The goal of the Federation is to promote professionalism in the disciplines it represents." [5] "FIT has had a part-time secretariat (20 hours a week) since 1999. The FIT Secretariat has been located in Switzerland since October 2010, after 11 years in Canada." [6]

2.1 Translation

Translation is a process of translating words or text from one language into another. The person who translates is a translator. The translator works with a written text, converts source text into a target text. Source test is the text of origin and target text is the translated text. The translator uses dictionaries and tries to produce in target language the closest equivalent to a source text. Two types of text exist: literary texts and non-literary texts. To literary texts belong e.g.: novels, short stories, poems, songs. To non-literary texts belong e.g.: scientific texts, magazines, journalistic texts, recipes. [7] The translator translates the text mostly into his/her mother tongue. It is a language which is the translator's native language and he/she knows its grammar.

Three types of translation exist: human translation, machine translation and computer assisted translation. The machine translation – computer program analyses a source text and produces a target text. And the human translator must preview edit this produced text. [8] Some texts are not possible to be translated literally, so the translator is ready to use some of the translating procedures, but the context of the source text stays the same. These procedures are according to Canadians Vinay and Darbelnet. [9]

2.1.1 Types of translating procedures:

Two types of translating procedures exist: oblique and direct. [10]

2.1.1.1 direct procedures

a) transcription – "is the conversion of a text from another medium. The source can either be statements (speech or sign language) or preexisting

text in another writing system. But it can also mean the scanning books and making digital versions." A person who makes transcriptions is a transcriber. This is a direct translating procedure.

There are two types of transcription:

- phonetic transcription – focuses on phonetics and phonetical properties of spoken language. Phonetic transcription operates usually with the International Phonetic Alphabet.

- orthographic transcription – "consists of rules for mapping spoken words onto written words."

Example: Boris Nikolayevich Yeltsin -> Boris Nikolajevič Jelcin (in Czech) [11]

b) calque – known also as loan translation, is word or phrase borrowed from another language by literal, word-for-word or root-for-root translation.

Calques are classified into five groups:

1. the phraseological calque – idiomatic phrases are translated word-for-word
2. the syntactical calque – syntactical function or construction in the source language is imitated in the target language
3. the loan translation – word is translated morpheme-by-morpheme or component-by-component into another language
4. the semantic calque – additional meanings of the word are transferred to the word with the same primary meaning in the target language, also called as semantic loan
5. the morphological calque – the inflection of a word is transferred

Example of calque: flea market -> bleší trh (in Czech)

Example of loan translation: sky-scraper -> mrakodrap (in Czech)

Example of semantic calque: mouse -> myš (in Czech) [12]

c) substitution – stands for using a word for another to give identical meaning. It can change nouns and pronouns.

Example: When he came in the room, Jack saw… -> Když Jack přišel do pokoje, uviděl… (in Czech)

d) borrowings – it is relatively the simplest procedure, involves using foreign phrasing in the target text. A borrowing copy from another language, with the phonological and semantic properties basically remains the same. [13]

- loanword – "is a word adopted from one language incorporated into another language without translation." Examples: Café, bazaar, kindergarten [14]

5 Types of subtypes exists:

1. core borrowing – is a loanword, that was adopted even if the word already exists in the target language

2. cultural borrowing – is a loanword, that express something, that is new for the target language

3. internal borrowing – describes a process of borrowing from non-standard language to standard language [15]

4. nonce borrowing – "is a loanword borrowed on a one-time basis" [16]

5. reborrowing – is a process where a word travels from one language to another and then back to originating language in a different form or with a different meaning [17]

Examples of borrowing: spaghetti, sushi, tortilla…

2.1.1.2 oblique procedures

e) transposition – "word or group of words in one language are translated as a word or group of words of a different grammatical nature in other language." [18] Transposition can be free or compulsory. Free transposition depends mostly on context. Compulsory transposition is used, when only transposition is acceptable when translating.

Types of transposition:

- adverb -> verb   - adjective -> noun
- adverb -> noun   - possessive adjective -> definite article
- adverb -> adjective   - verb or past participle -> noun
- adverb -> noun [19]

Example: no entry -> vstup zakázán (in Czech)

f) modulation – modulation means using a phrase that is different in a source language and target language but they express the same idea in both languages. It changes the semantics and shifts the point of view of the source text. Modulation is also used within a language.

- standard modulation (recorded modulation) – is usually used in bilingual dictionaries. It is conventionally established and is considered to be a ready-made procedure.

- free modulation – is more practical in case, when a word can't be translated into the target language literally. Eleven types of free modulation exits. [20]

Example: Remember. -> Nezapomeň. (in Czech)

the wonders of Czech cuisine -> chuť české kuchyně (in Czech)

g) equivalence – "the equivalence is the similarity between a word in source language and its translation in target language. A translation equivalent is a corresponding word or expression in another language." [21]

6 types of equivalence exists:

- "referential – the words in source language refer to the same object as the words in the target language

- connotative – the words in both languages and texts trigger the same associations and connotations

- pragmatic – words in source language and target language have the same effect on readers in both languages

- contextual – words in both languages are used in the same or similar context

- formal – words in both languages which have similar phonological or orthographical features

- textual – aspects of cohesion and coherence which are similar in both texts and languages" [22]

Example: The early bird catches the worm. -> Ranní ptáče dál doskáče. (in Czech)

h) adaptation – is a type of translation which involves a number of changes, the target text is in harmony with the spirit of the source text. These changes are of various types: deletion, addition, explanation, illustration and exemplification. [23]

i) compensation – can be used when some text cannot be translated, the translator solves the problem of aspects of the source text that cannot take the same form as the target text by replacing these aspects with other elements or forms in the source text. If is not possible to translate a source language idiom as an idiom in a target language, the translator can add an idiom from the target language to the places where was a non-idiom. [24]

j) transliteration – "is a conversion of a text from one script to another. Systematic transliteration is a mapping from one system of writing into another, typically grapheme to grapheme. Most transliteration systems are one-to-one, so a reader who knows the system can reconstruct the original spelling."

Example of a transliteration: Greek phrase: "Ελληνική Δημοκρατία" -> usually translated as: 'Hellenic Republic' -> Latin transliteration: "Ellēnikḗ Dēmokratía". [25]

According to Roman Jakobson, there are three types of translation: intralingual, interlingual and intersemiotic.

- "Intralingual translation – is a translation within a language which would involve explaining it in words of the same language

- Interlingual translation – translation from one language into another or representation of the message in another linguistic code

- Intersemiotic translation – translation from one linguistic system to another which means the transference of meaning from a verbal to a non-verbal system or from one medium to another" [26]

8

2.1.2 Types of translation

1. semantic translation – "is the process of using semantic information to aid in the translation of data in one representation or data model in another representation." [27]

2. informative translation – is a type of translation where the main emphasis is on the meaning of the text, not word-for-word translation. It is a good way of making summaries of text. In information translation are included the most important informations or parts of original text. [28]

3. faithful translation – maintains a measure of similarity of form, the impression on readers in the target language tries to resemble the impression on readers in source language. [29]

4. idiomatic translation – also called meaning-based translation, reproduces the message of the source text, idioms and colloquialisms are used. These idioms do not exist in source text. Idiomatic translation reproduces the meaning of the source text in the natural form of the target language. [30]

5. free translation – produces the target text without the style, without the form or content of the source text.

6. adaptive translation (adaptation) – it is the freest form of translation used mainly for plays (comedies) and poetry: the themes, characters and plots are preserved, the source language culture is converted to target language culture and the text is rewritten.

7. communicative translation – it attempts to render the exact contextual meaning of the original in a way that both – content and language – are readily acceptable and comprehensive to readers.

8. word-for-word translation – is a type of translation in which the word order from source language is preserved and the words are translated singly by their most common meanings, out of context. Word-for-word translation is used for educational purposes, when the text has to be translated verbatim. [31]

Other types of translation:

1. back-translation – is a translation of a translated text back into the language of origin without reference to the original text [32]

2. literary translation – is a translation of poetry, plays, literary books, literary texts, songs, rhymes, literary articles, fiction novels, novels, short stories, poems. A literary translator has to get through the beauty of the text, its style, the lexical, grammatical and phonological features. [33]

When the translator gets the original text, first he reads the text. Then the translator makes a short informative translation (rough translation). Sometimes the informative translation is good enough for translation customers. Next step for the translator is a whole translation. Sometimes there must be made a decision of detail, how that text could be translated, which translation is better etc. Sometimes the translator must make paraphrasing or make notes under the line – to explain the reader, why it is translated just as it is translated. After this translation, the translator has to make an editing of the translation. The text is now ready for printing.

2.2 Interpreting

"Interpreting is the facilitation of spoken language or sign language communication between people speaking different languages." [34] The

person who interprets is an interpreter. The interpreter works with a spoken text. The original language, from which the interpreter interprets, is called passive language. On the other hand the language, into which the interpreter interprets, is called active language. Active language is mostly the interpreter's mother tongue. Interpreters are usually interpreting in interpreting booths, which are sound-proof. They hear what is said through headphones and interpret through a microphone. Interpreters make notation while interpreting consecutively. These notes include signs, abbreviations, shortenings, numbers or names. Very important are ideograms. An ideogram is a graphic symbol that represents an idea or a concept, they are also known as pictograms. [35] There are three primary types of interpreting: consecutive interpreting, simultaneous interpreting and sight translation.

2.2.1 Consecutive interpreting

In consecutive interpreting, the interpreter speaks after the source-language speaker has ended speech. The speech is divided into segments. The interpreter sits or stands next to the source-language speaker, listening and taking notes as the speaker progresses through the speech. When the speaker pauses or finishes, the interpreter then renders a part of the speech or the entire speech in the target language. Consecutively interpreted speeches are usually short. Today, the speeches between 10 – 15 minutes are considered too long. Sometimes, depending on the setting or topic, and on the interpreter's capacity to memorize, the interpreter may ask the speaker to pause after each sentence or after each clause. Sentence-by-sentence interpreting requires less memorization and therefore lower likelihood for omissions. Consecutive interpreting is often used in medical interpreting to communicate between patients and doctors. [36]

"One of the best practices of consecutive interpreting is using the symbol that represents an idea instead of a word. Thanks to noting down symbols and abbreviations, interpreters can make concept for later rendition from the source language into the target language, as well as for transferring the meaning of the speech. One of the interpreter's method is avoiding using double consonants. Interpreters should not omit the key information from the speech. For example, write "cmte" instead of "committee", "hstry" instead of "history". Another very useful method is making abbreviations, which means omitting endings, using only the first consonants and double letters, or first two or three letters of certain words to note down information.

Abbreviation	Original word:
w/	with
w/o	without
app.	approximately
stat.	statistics
gvt.	government

The interpreter can take advantage of using symbol "x" for the word "time" and link it with other symbols to note time expressions more quickly and easier to be remembered.

Abbreviation	Original word:
xx	many times, often

xx+	many times more
xx-	many times less
xtx	from time to time, occasionally
2x	twice
3x-/	three time less than

To negate something, the interpreter uses "no OK" instead of "OK" which stands for "approved"."

The most useful abbreviations and symbols:

SYMBOLS & ABBREVIATIONS FOR NOTE TAKING

Symbol	Meaning	Symbol	Meaning
&	and	govt	government
=	is, are l	mpt	important
≈	about, approximately	ea	each
>	more than	tho	though
<	less than	thro	through
#	number	probs	problems
x	times	min	minimum, least
→	leads to, caused	max	maximum, most
Δ	change	btwn	between
/	or	bkgd	background
∴	therefore	vs	versus, against
↑	increase, grow, gain	qty	quantity (amount)
↑	decrease, loss	hv	have
♀	female, woman, girl	N.B.	note well (important)
♂	male, man, boy	e.g.	for example
yrs	years	i.e.	that is
@	at	cp (cf)	compare
w/	with	ct	contrast
w/o	without	B4	before
w/i	within	p	after
wrt	with respect to	q	every
re:	regarding	ASAP	as soon as possible
b/c	because	STAT	immediately
s/t	something	f	frequently (often)
s/o	someone		

[37]

13

Every interpreter can create his or her own notation system.

2.2.2 Simultaneous interpreting

In simultaneous interpreting, the participants wear headphones, and the interpreter interprets the speaker's words into target language as quickly as possible he or she can formulate it from the source language, while the source-language speaker continuously speaks. The interpreter is sitting in a sound-proof booth and speaks into the microphone, while clearly seeing and hearing the source-language speaker through headphones. The simultaneous interpreting is rendered to the target-language listeners through headphones. This type of interpreting is normally for congresses and conferences and it is very intense.

In deciding whether to use the consecutive interpreting or the simultaneous interpreting, interpreters and the users of interpreting services must recognize the impact of these modes. Consecutive interpreters have more control over the situation: they can make ambiguities clear, ask for repetitions or determine the meaning of problem terms. Consecutive interpreting is still taught in most schools, it is a stepping stone to learning proper techniques for simultaneous interpreting. Simultaneous interpreting in comparison saves time. It is more accurate than relying on the interpreter retaining long passages of many times disjointed information as is needed for consecutive interpreting. The interpreter does not have the possibility to request for repetition of the sentence. Interpreter fatigue is kept at minimum as the long passages are being reduced. The main idea of the speech remains. The result is higher-quality interpretation.

It is widely believed that consecutive interpreting is preferable when absolute precision is required. [38]

Types of simultaneous interpreting are: whispered interpreting, relay or chain interpretation.

1. whispered interpreting – also known as "Chuchotage", is type of small-scale simultaneous interpreting, the interpreter is assigned to a small group of people and re-speaks what is being said simultaneously in whisper, not to hinder the meeting. This type of interpreting starts to be very popular. The interpreter interprets into his or her mother tongue. Chuchotage is usually used when a small group of the audience in the target language do not understand the source language. [39]

2. relay – is also referred as indirect interpreting. In relay interpreting the interpreter listens to the source-language speaker and interprets the message into a language common to all the other interpreters. These other interpreters interpret the message to their target language audience. This interpreting is commonly used when there are multiple target languages at an event, or when no interpreter can be found for a certain language combination. [40]

2.2.3 Sight translation

Sight translation is the oral translation of a document or a written text from source language into target language. Sight translation is as difficult as simultaneous interpreting and involves some of the same mental processes. The input is visual (written text) rather than oral (spoken text). But the interpreter still has to process a thought in source language and generate the target language version while simultaneously processing the next source language thought. Some interpreters can have more trouble

focusing on meaning rather than words. Reading comprehension is an important element of sight translation. Another aspect that should be emphasized is delivery. The interpreter should speak loudly and clearly, with proper intonation and voice modulation. The pacing should also be smooth. Ideally, it should sound as if the interpreter were merely reading the text written in the target language. Paraphrasing is a helpful exercise that develops a mental ability which is needed for sight interpreting.

Elements of sight translation:

1. "conservation – the interpreter should conserve the register of the source language text (complex X simple, formal X informal)

2. written language – in written document is more information included than in spoken language. Punctuation may serve the function of intonation.

3. reading comprehension – the interpreter must be adept at grasping the meaning of written texts and understanding the material explicitly and implicitly (interrelationships of ideas).

4. prediction – interpreters should be able to predict the outcome of an incomplete message and also know a lot about various writing styles – legal documents, personal and business correspondence, technical reports so they can be alert to common constructions that may cause translation problems."

Process of sight translation:

1. Scan the document to determine the topic, context, style and country of origin.

2. Make a mental note of common dangers unique to the source language.

3. Skim the passages quickly and identify key features, commas, parentheses etc.

4. Translate sentence by sentence, focusing on one unit of meaning at a time.

5. Keep the steady pace, translating as smoothly as possible.

- chunking – is dividing a sentence into small units (subjects, verbs, objects..)

- parsing – is reconstructing of sentences into the sentence structure of the target text [41]

2.2.4 Other types of interpreting

Next to these three types of interpreting exist also other types:

1. liaison interpreting – is used in meetings and discussions carried out in two languages with an interpreter translating in both directions. It is used in a small group of people, usually not more than five people in total. One of the main fields of liaison interpreting is business. The interpreter does not need to make the same kind of preparation as in simultaneous or consecutive interpreting. It is important that client and interpreter have planned the meeting in advance. It is better if the interpreter knows the subject and the topic to increase the probability of success in negotiation. [42]

2. escort interpreting - escort interpreting is a form of consecutive interpreting, in which an interpreter becomes an assistant who accompanies a person or a delegation on a tour, visit, dinner, meeting or an interview. The interpreter often assures swift communication with

foreign guests and is available for the additional needs of the organiser, in this way acting as a member of the group. [43]

3. retour interpreting – interpreters usually interprets into their mother tongue. Some interpreters know the source language well enough to interpret from their native language into the other language. Only a small number of interpreters knows their second active language so well to interpret into this language.

4. pivot interpreting – if only one or two interpreters have a less widespread language as a passive language, they are said to be "pivots" for other interpreters, which will take relay from them. Sometimes a single language is a pivot language, but is covered by two interpreters who both work retour into one language and take turns in the same booth. It is possible that one retour interpreter and one interpreter in the booth of the retour language can take turns. [44]

5. asymmetric interpreting – is interpreting in which all delegates speak in their mother tongue, but listen to interpretation into only a few languages. In many cases, delegates understand one or more widely spoken languages, but do not feel comfortable speaking in it. One way to make a scarce resource (interpreters) go further is to use asymmetric interpreting. In the European Commission a team interpreting back and forth between the current official languages requires 69 or more interpreters, but if the number of active languages is limited to three, it can be get by with only a dozen or so interpreters. Delegates can all speak their mother tongue, but they can listen to only one of the three languages. Naturally, for asymmetric interpretation to be feasible it is needed to be sure all delegates understand one or more of the active languages.

6. accompanying interpreting – accompanying is essentially a typical translation. It should be viewed more like a specific form of assistance in

situation such as travel, accommodation of foreigners, shopping and other situations requiring from the companion to be fluent in the language and familiar to the culture, economic and other circumstances of the area.

7. over-the-phone interpreting – this type of interpreting is similar to the consecutive interpreting. The only difference is that the meeting is not face to face but over the phone. The interpreter could be with the client in the office or join the conversation via conference call. [45]

A special type of interpreting is a sign language interpretation.

Sign language interpretation – sign language interpreters work in meetings with deaf participants and interpret from spoken language into sign language and vice versa. The interpreter sits or stands, clearly visible, in front of the deaf delegates. Many gestures and expressions are universally recognisable across nations and cultural boundaries, but there is no single universal sign language that everyone understands. In the world exist more than 100 sign languages and dialects. [46]

Cheval is an interpreter who works in two booths during a meeting. Usually there are at least two interpreters present for each language, but if a simultaneous meeting works in only two languages, a cheval interpreter can be employed. This interpreter is able to interpret into both languages and he or she moves between the booths according to need. This type of interpreting requires specialized preparation and is not recommended for long meetings. [47]

3. Translation and Interpreting services in the European Union

The European Union is an economic union which consists of 28 European countries since 1st July 2013. Total number of citizens is around 507,7 M. Countries, which are part of this union are: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and United Kingdom. The flag of the EU consists of circle with twelve golden (yellow) stars on blue background. This flag symbolise the EU as a whole. The stars symbolise ideals of unity, solidarity and a harmony between European countries. The official anthem of Europe is "Ode to Joy". The currency is the euro. The European Union has 24 official languages, which make 556 combinations possible. These languages are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, and Swedish. Semi-official languages are: Basque, Catalan, Galician, Scottish Gaelic and Welsh. Next to these languages exist in the EU also minority languages. (See picture 1) [48]

These languages are from different language families. These families are for example: Slavic (south, west, east), Germanic (north, west), Baltic, Celtic, Finno-Ugric, Romance and others. [49]

3.1 History of the European Union

The EU was created in the aftermath of the Second World War. The first steps were to foster economic cooperation. The result was the European Economic Community (EEC), which was created in 1958, and initially

increasing economic cooperation between six countries: Belgium, Germany, France, Italy, Luxembourg and the Netherlands. Since then, a huge single market has been created and continues to develop towards its full potential. The economic union has evolved into an organisation spanning policy areas, from climate, environment and health to external relations and security, justice and migration. A name change from the European Economic Community to the European Union (EU) in 1993 reflected this.

The EU is based on the rule of law: everything it does is founded on treaties, voluntarily and democratically agreed by its member countries. The EU is also governed by the principle of representative democracy, with citizens directly represented at Union level in the European Parliament and Member States represented in the European Council and the Council of the EU. [50]

The main institutions of the European Union are: European Parliament, European Commission, Council of the European Union, Court of Justice of the European Union (CJEU), European Central Bank (ECB) and European Ombudsman. [51]

Other EU institutions are: European Council, European Court of Auditors (ECA), European External Action Service (EEAS), European Economic and Social Committee (EESC), Committee of Regions (CoR), European Investment Bank (EIB), European Data Protection Supervisor (EDPS), Interinstitutional bodies (such as Computer Emergency Response Team (CERT), European School of Administration, European Personnel Selection Office and Publications Office). [52]

3.2 Translation in the European Union

Translation services are in the European Union very important. The translators have an important task – to translate a document from source language into target language. The translation is an effective tool of communication, to make the document accessible for the citizens of the EU.

European Master's in Translation (EMT) – "is a partnership project between the Directorate-General for Translation and the European Commission and a number of universities from a wide range of European Countries. EMT is a quality label for translation programmes that offers a Master Degree's. EMT membership increased to 63 member programmes from 22 countries, including two non-EU members (from Switzerland).

EMT programmes offer a Master's degree, corresponding to one or two year programme in translation." [53]

3.2.1 Directorate-General for Translation (DGT)

The Directorate-General for translation provides translation of written text into and out of the European Union's 24 official languages. With an annual output of about a million pages, it is the largest translation service in the world. This service employs some 1,750 linguists and is located in Brussels and Luxembourg. [54]

DGT translates for every Directorate-Generals and Commission's departments (44), for example: agriculture, budget, environment, economics and finance, economic competition, research, regional development. Texts of all kinds: legislative texts and non-legislative texts.

DGT-Translation Memory

"Since November 2007 the European Commission's Directorate-General for Translation has made its multilingual Translation Memory (DGT-TM). It is publicly accessible in order to foster the European Commission's general effort to support multilingualism, language diversity and the re-use of Commission's information." [55]

DGT uses most these working tools: TRADESK, SDL Trados Studio, CAT Client.

3.2.1.1 TRADESK (Translator's desk)

"TraDesk is the interface that translators use to view their current tasks and related information, e.g. job sheets, and to access their documents. TraDesk provides access to the original document and to all files needed during the translation process, including reference documents, pre-processing files, comparisons between different versions, ongoing translations and completed translations." [56]

3.2.1.2 SDL Trados Studio

"SDL Trados Studio is the complete translation environment for language professionals who want to edit, review and manage translation projects as well as corporate terminology." This software is trusted by over 250,000 translation professional worldwide. This software is available online on: www.sdl.com. [57]

3.2.1.3 CAT Client (Computer-Aided Translation)

"CAT is translation memory software for local management of already translated text retrieved from the central memory." [58]

DGT uses most these search databases: IATE, Euramis, EUR-Lex, Docfinder, Quest.

3.2.1.4 IATE

IATE (Inter-Active Terminology for Europe) is a shared terminology database of all the EU institutions. It contains 8.7 million terms, 0.5 million abbreviations and 0.15 million phrases in all official EU languages and Latin. IATE is also accessible to the public. This search database is available online on: www.iate.europa.eu. [59]

3.2.1.5 Euramis

"The Euramis central translation memory is not used directly during the translation process, it is merely a database layer which is accessed to retrieve or store data processed locally by the translators, using a CAT tool in stand-alone mode. At present, the Euramis central memory contains around 645 million segments covering all official EU languages." [60]

3.2.1.6 EUR-Lex

"EUR-Lex is an online repository of published EU legislations. It contains the treaties, secondary legislation and preparatory acts in all official EU

languages, as well as national implementing measures and case-law of the Court of Justice of the European Union. The translator can access EUR-Lex via the web for consultation purposes, as well as indirectly through the Euramis interface in order to create a translation memory based on EUR-Lex content." The EUR-Lex can be accessed by anyone free of charge, available online on: www.eur-lex.europa.eu. [61]

3.2.1.7 DocFinder

"DocFinder helps to quickly locate and display a document based on references in the text being translated. With DocFinder the full text of a reference document can be retrieved within seconds; highlighting the document reference in the Word document and that clicking the Doc Finder Word macro button is all that is needed. Alternatively, the document reference can be entered manually in the DocFinder web interface." [62]

In DGT is also used machine translation.

3.2.1.8 Machine translation (MT@EC)

MT@EC is an online machine translation service provided by the European Union and allows public administrations to get quick, raw machine translations from and into any official EU language. This machine translation has high security – all data processed by the system stay within the Commission's firewalls and can't be seen by outsiders and is free of charge. If high-quality translation is needed, the text still needs to be revised by a skilled professional translator. [63]

3.2.2 Translation Centre for the Bodies of the European Union

The Translation Centre for the Bodies of the European Union is the agency of the European Union that provides the institutions and other bodies of the union with translation services. It was established in 1994, it is a self-financed centre and is located in Luxembourg.

The Translation Department is the biggest department of the Centre and it is therefore divided into three language rooms, each led by a Head of Language Group. Each language group is subdivided into translation teams, one for each official language of the EU. [64]

3.2.3 European Commission

The Directorate-General for Translation translates texts for the Commission into and out of the EU's 24 official languages, and a few others when needed.

"Responsibilities:

- translate laws, policy papers, reports, correspondence, etc. drafted by or send to the Commission

- help the Commission communicate with the public, thereby helping citizens understand EU policies

- edit original documents drafted by Commission authors

- advise Commission departments on language and on managing multilingual websites

- ensure correct terminology in all official EU languages, as documented in the interinstitutional database IATE" [65]

Clear Writing Campaign – "the aim of the Clear Writing Campaign is to encourage everyone in the European Commission to write more clearly. That means producing shorter, simpler documents that appeal to more readers. All types of documents, in all languages, can be improved." [66]

The European Commission's DGT is organising *Juvenes Translatores*, a translation contest for schools in the EU. The main stages of the contest are: 1. Preparation, 2. The translation test, 3. An award ceremony. [67]

3.2.4 European Parliament

"The Directorate-General for Translation ensures that Parliament's documents are available in all the official languages of the European Union, thus enabling Parliament to meet its commitment to the policy of multilingualism. By directly enabling Parliament to practise multilingualism, the Directorate-General for Translation plays an integral role in protecting the cultural and linguistic diversity of the Union. It facilitates transparency, understanding and the exchange of views.

Its main tasks are:

- translating documents out of and into the 24 official languages of the EU, thus providing all EU citizens with immediate access to European texts in their mother tongue and the opportunity to communicate with the institutions in their mother tongue,

- supplying a translation service which ensures both quality and efficiency, keeping costs at an acceptable level,

- developing the appropriate IT tools and terminology databases to aid translators and integrating them into the workflow,

- revising documents translated outside Parliament and monitoring the quality of external translations,

- managing paid and unpaid translation traineeship" [68]

3.2.5 Court of Justice of the European Union

The institution's legal translation service, with over 600 lawyer linguists, is responsible for translating the legal documents of the Court of Justice of the EU. It ensures smooth and efficient running of the Court's judicial proceedings and the multilingual dissemination of the Court's decisions, thus giving all EU citizens access to justice and case-law at a European level in their mother tongue. The service translates a wide variety of legal texts which vary according to a range of factors: nature of the case, subject area, document type (judgements, orders etc), language, style, length, legal background of the author, etc. Around one third of texts are translated by external collaborators – freelance translators. [69]

3.2.6 European Central Bank (ECB)

The main institution for translation in ECB is Directorate-General Communication and Language Services. "The Language Service Division is a central service unit which provides linguistic expertise and support to the ECB in 24 official EU languages. In addition to the team of in-house translators, the Division has occasional resource to freelance translators with relevant experience in the ECB's field of competence. These freelance translators are required mostly to work on the premises of the ECB in Frankfurt am Main." [70]

3.2.7 The Council of the EU and the European Council

"The General Secretariat of the Council (GSC) is the permanent European civil service body providing all the necessary advice and support to both the European Council and the Council of the European Union. The Language Service forms part of Directorate General A3 (Translation and Document Production) within the GSC.

The Language Service provides translations into the 24 official languages of all major policy documents and of almost all legislation at certain key stages of the legislative procedure. In this way, all involved parties, from key players to the general public, have access to the main documents and legislation of the EU in the official languages. The Language Service also provides translations for other EU bodies, translations intended for more general communication with the public and for the GSC's numerous Working Parties, and translations to meet its own internal administrative needs. Also, it occasionally provides translations from and into other, non-official languages." [71]

3.2.8 European Court of Auditors (ECA)

The institution, which is responsible for translation and language services in European Court of Auditors, is The Secretary-General. "The ECA has around 900 staff in audit, translation and administration. The ECA's translators for 24 official EU languages ensure that our publications can be read by EU citizens in the language of their choosing." [72]

3.2.9 Freelance Translators

"Freelance translators are working for the Court of Justice of the EU. They are selected by means of contract notices published in the Official

Journal of the European Union. These contract notices, which cover a large number of language combinations, are permanent and remain open in order to allow new contractors to participate at any time. The persons selected on the basis of translation tests sign a framework contract with Court." [73] But freelance translators are also needed in ECB.

3.3 Interpreting in European Union

"Giving everyone at the table a voice in their mother tongue is a fundamental requirement of the democratic legitimacy of the European Union. In many cases, the legal acts resulting from discussions will have an immediate and direct effect on people's lives. There should be no obstacle to understanding and putting views in meetings. The citizens of Europe should not have to be represented in Brussels by their best linguists; they can send their best experts." [74]

"European Masters in Conference Interpreting (EMCI) – the two-semester course is organised every other year. The post-graduate EMCI course is organised by the Institute of Translation Studies, Faculty of Arts, Charles University in Prague, in cooperation with the European Commission and the European Parliament. The institute is a member of the European Masters in Conference Interpreting University Consortium. The course is now offered also by ten other European universities: ESIT (Paris), ISIT (Paris), Geneva, Antwerp, Trieste, Budapest-ELTE, Warsaw, Cluj-Napoca, Istanbul-Bogazici, Ljubljana.

The Course is an accredited post-graduate training program on national level designed for Master graduates wishing to acquire the qualification of Conference Interpreter for European Institutions. At the same time it is a certified programme on the European level: the successful graduate will

obtain the Euromasters in Conference Interpreting Certificate issued by the European Universities Consortium (EMCI).

Course fees:

- entrance exam charge: 1,400 CZK

- tuition: 75,000 CZK

- final resit exams: 2,200 CZK" [75]

3.3.1 Directorate-General for Interpretation

"The Directorate-General for Interpretation (also known as SCIC) is the European Commission's interpreting service and conference organiser and provides interpreters for around 11,000 meetings every year. It is the largest interpreting service in the world.

DG Interpretation manages the allocation of Commission meeting rooms and provides support for the smooth running of meetings in many languages that are held there. It also organises conferences for Directorate-General and departments of the Commission, typically in the range of over 40 main events per year. Its mission is therefore to make possible multilingual communication at the core of Community decision-making by:

- providing quality interpretation services

- providing an effective service of conference organisation including technical support and design management of modern conference facilities

- helping to put the Commission's new multilingualism strategy into practice.

DG Interpretation provides quality interpretations in meetings arranged by the Commission and the other institutions it serves, and provides a conference organising capacity to Commission services. The European Council, The Council of the Union, The Committee of the Regions, The European Economic and Social Committee, The European Investment Bank and the agencies and offices in the Member States all get their interpreters from DG Interpretation. At present, the Council accounts for around 46% of the interpreting services provided, followed with the Commission with around 40%. The remaining 14% are spread over the two Committees, The European Investment Bank and various agencies and other bodies. The European Parliament and the European Court of Justice have separate interpreting services with which DG Interpretation collaborates closely.

DG Interpretation provides interpreters for about 50-60 meetings per day in Brussels and elsewhere. The language arrangements for these meetings vary considerably – from consecutive interpreting between two languages, for which one interpreter is required, to simultaneous interpreting into and out of 24 or more languages (total symmetry), which requires at least 72 interpreters.

Different institutions have widely different needs. As a rule of thumb, elected representatives get full, symmetric language coverage, while officials and experts get a whole range of different arrangements, depending on their real needs and the resources available.

Catering for such language arrangements requires the use of all the various simultaneous interpreting techniques that are regularly applied: direct interpreting, relay, two-way interpreting or retour and asymmetric language coverage." [76]

3.3.2 European Commission

The Directorate-General for Interpretation is European Commission's conference professional organizer, arranges meetings for many different Commission's units which takes place not only in Brussels, but all over the world.

"Many conference venues have built-in booths and equipment for simultaneous interpreting. If fixed booths are not available, simultaneous interpreters work in mobile booths.

The European Commission's main conference centre, the Centre de Conférence Albert Borschette (CCAB) has four meeting rooms with booths for simultaneous interpreting on each of the five floors. The Commission's largest conference room in the Charlemagne has 23 booths. The Berlaymont building, the headquarters of the European Commission, has a total of 10 meeting rooms, equipped for simultaneous interpreting.

Booths need to offer a good view of the proceedings. They need to be comfortable, sound-proofed, air-conditioned, and have good light and comfortable chairs, and offer a direct and complete view of all delegates." [77]

3.3.3 European Parliament

"The European Parliament has one of the largest interpreting services in the world. Interpreters play an important role in ensuring effective communication in this unique institution which works every day in 24 languages.

The original official languages of the European Communities were the four languages of the founding countries: German, French, Dutch and Italian. At that time there were twelve language combinations." [78]

"The European Parliament (EP) differs from the other institutions in terms of the diversity of its meetings and the subject dealt with, and by the fact that all its meetings are multilingual. The languages used vary according to the type of meeting and the needs of the participants.

In the European Parliament the principle of "controlled full multilingualism" is applied in order to respect the Members' right to use the official language of their choice in all meetings." [79]

"The European Parliament uses staff interpreters and external accredited interpreters. There are approximately 330 staff interpreters. They work in 24 interpreting booths, one for each official language. External accredited interpreters are independent interpreters used by Parliament as needed." [80]

"The Directorate-General for Interpretation and Conference (DG INTE) manages meeting rooms and interpretation for all meetings organised by the institutions." [81]

Parliament's Directorate-General for Interpretation and Conference provides interpreting for:

- plenary sessions, always in 24 languages, in Brussels and Strasbourg;

- meetings of parliamentary committees, parliamentary delegations and joint parliamentary assemblies all over the world;

- meetings of political groups;

- press conferences;

- meetings of Parliament's governing bodies (Bureau, Conference of Presidents, Quaestors…); of the Committee of the Regions; the European Commission Luxembourg; the Courts of Auditors; European Ombudsman; European Data Protection Supervisor; Translation Centre in Luxembourg.

Types of interpreting used in EP are: simultaneous interpreting, consecutive interpreting and chuchotage. [82]

3.3.4 European Court of Justice

*"The language of a case shall be Bulgarian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovene, Spanish or Swedish." (*Article 29 of the Rules of Procedure)

"Simultaneous interpreting at the public hearings of the Court of Justice, the General Court and the Civil Service Tribunal is provided by the Interpretation Directorate of the European Court of Justice, which currently employs about 70 permanent staff, as well conference interpreters from the EU register of some 3000 accredited freelance interpreters (Auxiliary Conference Interpreters) who take on about 40% of the workload.

The interpreters work from the soundproof booths in each courtroom. Originally there were only four languages (Dutch, French, German and Italian), but today the main courtroom in the new Court in Luxembourg is equipped with 24 interpreting booths.

French is the internal working language of the Court, and the interpreters are not present at deliberations, since the rules of procedure state that the Court shall deliberate in closed session.

At the Court of Justice precision is essential, and prior study of the case-file is an integral part of an interpreter's work. Conference interpreters must respect certain professional principles. Interpreters are bound by the strictest secrecy with regard to all the information disclosed before and during hearings. The interpreter works as part of a team both during the preparation stage and in the courtroom." [83]

3.3.5 The Council of the EU and the European Union

"The Language Service of the GSC does not provide interpreting services. For interpreting, the GSC draws on the interpreting services of the European Commission." [84]

3.3.6 Freelance Interpreters

Freelance interpreters routinely work alongside staff interpreters in meetings served by the interpreting services of the European Institutions. For freelance interpreters there is no nationality requirement and all language may be considered.

Accreditation as a freelance interpreter is obtained by passing an inter-institutional interpreting test. To be eligible for such a test, the applicant must comply with the following criteria:

- the applicant has completed a recognised four-year full-time undergraduate course in conference interpreting and obtained the relevant diploma or

- the applicant hold a recognised Master's degree in conference interpreting or

- the applicant hold a recognised university degree in any subject awarded after 3 years of full-time undergraduate study and either:

- the applicant has at least one year's professional experience as a conference interpreter (experience as a court interpreter, liaison interpreter, or company interpreter will not be taken into account), acquired after award of the university degree, and can provide clear documentary evidence of the total number of days worked or

- the applicant has successfully completed a postgraduate conference interpreting training programme (other than a Master's degree), of at least one academic year of full time study, for which a certificate or other documentary proof can be submitted.

"The EU institutions are mainly interested in candidates working into or from the languages of the 28 EU member states, or countries currently engaged in accession negotiations. There is also limited need for Arabic, Chinese, Japanese, Russian and other non-EU languages." [85]

3.4 Traineeships

European Union offers different traineeships in almost all EU institutions. Many of these institutions offer traineeships also for linguist – translators and interpreters. The main institutions which offer traineeships for translators are European Commission, European Parliament, and European Central Bank. The main institution which offers traineeship for interpreters is Court of Justice of the European Union.

3.4.1 European Commission

"A paid traineeship of five months with the European Commission (or some executive bodies and agencies of the European Institutions like, for instance, the European External Action Service and Executive Agency for Competitiveness and Innovation), starting on either 1st March or 1st October."

The applicant will receive a monthly grant of 1,159.44€ (1st March 2017) and reimbursement of travel expenses. Accident and health insurance can also be provided. There are about 1,300 places available every year.

The traineeship programme is open to university graduates from all over the world who have:

1. Degree of at least 3 years of study (minimum a Bachelor)

2. Very good knowledge of English or French or German (C1/C2 level)

3. Very good knowledge of a second EU official language

If someone applies for translation traineeship (in the Translation Directorate General) he or she must be able to translate into his or her main language (normally native language) from two other official EU languages (source languages). The main language of the applier must be one of the official EU languages. The 1st language of the applier must be English, French or German and the second language can be any of the official EU languages. [86]

3.4.2 European Parliament

"Translation traineeship for university graduates:

These traineeships are awarded only to graduates of universities or equivalent institutions. Their purpose is to enable trainees to supplement the knowledge acquired during their studies and to familiarise themselves with the activities of the European Union and, in particular, the European Parliament.

Applicants for this traineeship must:

- be nationals of a Member State of the European Union or a candidate country

- be aged 18 or over on the traineeship start date

- have obtained, before the deadline for submission of application, a university degree following a course of study of at least three years duration

- have a perfect knowledge of one of the official languages of the European Union or the official language of a candidate country and a thorough knowledge of two other official languages of the EU

- not have been awarded any other traineeship or have been in paid employment for more than four consecutive weeks at the expense of the European Union budget.

Translation traineeship for university graduates are awarded for a period of three months. Exceptionally, they may be extended for a maximum period of three months."

Traineeships are starting 1st January, 1st April, 1st July or 1st October. Translation trainees are assigned to Luxembourg.

The applicant will receive a monthly grant of 1,252.62€ (2016). [87]

3.4.3 Court of Justice of the European Union

The Court of Justice of the European Union offers a limited number of paid traineeships every year of a maximum duration of five months. These traineeships are generally undertaken in the Research and Documentation Directorate, the Communication Directorate, Seminars and Visits Unit, the Directorate-General for Translation, the Registry of the General Court or the Interpretation Directorate.

There are two traineeships period: the first period is from 1st March to 31st July, the second one is from 1st October to 28th February.

Applicants, who must obtain a degree in law or in political sciences (majority content, law) or, for traineeship in the Interpretation Directorate, a diploma in conference interpreting, must complete and then print and sign the application form and send it to an e-mail address, together with a detailed curriculum vitae and copies of diplomas and certificates.

"Interpreting traineeships, which last from ten to twelve weeks, are primarily aimed at newly qualified conference interpreters whose language combination is of interest to the Interpretation Directorate. The aim is to enable newly qualified interpreters to be supervised as they perfect their interpreting skills, particularly in legal interpreting, which involves the preparation of case-files, terminological research and practical exercises in a "silent booth". The ability to read French is required." [88]

3.4.4 European Central Bank

"Traineeship for Czech, Finnish, Lithuanian and Slovak translator:

The traineeship in European Central Bank lasts three months. These are open to recent graduates or students, who are close to completing their studies with one of the following main languages: Czech, Finnish, Lithuanian and Slovak.

The aim of the traineeship is to give the successful applicants the opportunity to gain experience in translation-related tasks.

While at the ECB, the trainees will be expected to contribute to the translation of texts from English into their main language, the revision of texts in their main language, and the proofreading of texts in their main language destined for publications. The successful applicant will also be expected to identify, extract and compile terminology – in particular, in the financial and economic fields – and to align relevant previously translated texts, thereby expanding the Division's existing translation memories. The trainees' work will be revised by the staff translators of the respective language units of the Division.

Qualifications and experience:

- a master degree (or qualification of an equivalent level) in modern languages or translation, or be students currently embarking upon their final year of such a course, or be graduated who are pursuing (or have recently completed) postgraduate studies in translation

- a mother-tongue command of Czech, Finnish, Lithuanian or Slovak

- sound knowledge of the SDL translation suite[1] would be an asset

- an interest in financial and economic affairs would be an asset

- an advanced command of English with proven drafting ability

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[1] http://www.sdl.com/languagecloud/

- an intermediate-level command of at least one other official language of the EU

- good knowledge of Microsoft Office (Word, Excel, PowerPoint)" [89]

3.4.5 European Court of Auditors

The European Court of Auditors organises three traineeship sessions per year in areas of interest to its work. Traineeships are granted for three, four or five months maximum. They may be granted (1120€ per month) or non-granted depending on the budgetary appropriations available.

The starting dates of the three traineeships are: 1st February, 1st May and 1st September each year.

In order to be eligible to carry out a period of traineeship, the applicant must:

- "be a national of one of the Member States of the EU, except where derogation has been granted by the appointing authority

- either hold a recognised university-level diploma giving access to the AD function group (A level of education which corresponds to completed university studies of at least three years attested by a diploma), or have completed at least four semesters of university study in an area of interest to the Court

- wish to obtain practical training related to one of the Court of Auditor's areas of activity

- have not already benefited from a traineeship at any EU institution or body

- state that they have thorough knowledge of one official language of the European Union and a satisfactory knowledge of at least one other official European Union language

Candidates selected must provide a declaration that they have never been convicted or found guilty of any criminal offence as drawn up for the civil service by their national authorities and a medical certificate certifying that they are physically fit to perform their tasks." [90]

3.4.6 Other institutions

Any other institutions that provide traineeships, but not translation or interpreting traineeships:

- European Investment Bank – traineeships for university graduates with less than one year of professional experience. These traineeships are mostly in Luxembourg and last 1 to 5 months.

- Committee of the Regions – traineeships for candidates from an EU member country or from a country which is an official candidate for accession, who have completed at least the first cycle of a higher education course and obtained a full degree. These traineeships are in Brussels and lasts 5 months.

- Council of the European Union – traineeships for EU nationals who have completed at least the first cycle of university studies and obtained a full degree. These traineeships are in Brussels and last 5 months.

- Court of Justice of the European Union – traineeships for graduates with a degree in law or in political sciences (focus on law). These traineeships are in Luxembourg and last 5 months.

- European Economic and Social Committee – traineeships for university graduates who have completed at least three years of studies or university students who have to undertake a traineeship as part of their studies. These traineeships are in Brussels and last 1-3 or 5 months.

- European External Action Service – traineeships for candidates who have obtained a university degree equivalent to a Master's degree or higher in a domain relevant to the activities of the EU Delegations (at least four years of university). These traineeships are in EU Delegation and last 9 to 18 months.

- European Ombudsman – traineeships for university law graduates who are at advanced stage of professional training or research in Community law. These traineeships are in Strasbourg or in Brussels and last minimum 4 months. [91]

4. Conclusion:

The aim of this thesis was to give the reader insight into the structure of translation and interpreting services in the European Union. These services were described and also the individual institutions of EU and their translation and/or interpreting services were described. The well-known services are Directorate-General for Translation and Directorate-General for Interpretation. These services are working mostly for the European Commission. Besides this, the traineeships for university graduates were mentioned and explained. The well-known traineeship is traineeship in the European Commission and is intended for university graduates who are interested in translation. This is described in the second part of this thesis.

In the first part of this thesis, the author decided to describe translation and interpreting. By translation the author focused on translation procedures and translation types. By interpreting the author focused on interpreting types. The most used interpreting types are consecutive and simultaneous interpreting. These are also used in the EU.

5.1 Resumé:

Tato bakalářská práce se zabývá překladatelskými a tlumočnickými službami v Evropské unii. Cílem této práce je popsat tyto služby, v jaké instituci funguje jaká tlumočnická či překladatelská služba, či jestli mají instituce vlastní tlumočníky a překladatele.

Tato práce je rozdělena na dvě hlavní části. První část se zabývá tlumočením a překladem obecně. Tato část je rozdělena do dvou kapitol. První kapitola se zabývá překladem a překladatelskými metodami. Druhá kapitola se zabývá tlumočením a typy tlumočení.

Druhá část této práce se zabývá překladatelskými a tlumočnickými službami v Evropské unii. Tato část je rozdělena do čtyř kapitol. První kapitola popisuje ve zkratce historii Evropské unie. Druhá kapitola se věnuje překladatelským službám v evropských institucích, je zde také popsáno Generální ředitelství pro překlad. Třetí kapitola se věnuje tlumočnickým službám v evropských institucích. Kromě toho je zde popsáno i Generální ředitelství pro tlumočení. A poslední kapitola druhé části se věnuje stážím pro překladatele a tlumočníky v evropských institucích.

5.2 Abstract

This Bachelor thesis deals with translation and interpreting services in the European Union. The aim of this thesis is to describe these services, which interpreting and translation service is provided in which institution, or if these institutions have their own interpreters and translators.

This thesis is divided into two parts. The first part deals with interpreting and translation generally. This part is divided into two main chapters. The first chapter deals with translation and translation procedures. The second chapter deals with interpreting and types of interpreting.

The second part of this thesis deals with translation and interpreting services in the European Union. This part is divided into four chapters. The first chapter describes the history of the European Union in brief. The second chapter deals with translation services in European institutions, the Directorate-General for Translation is also described here. The third chapter deals with interpreting services in European institutions, the Directorate-General for Interpretation is also described here. And the last chapter of the second part of this thesis deals with traineeships in European institutions for translators and interpreters.

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