LTCT2012 Monday jan 16

Monday January 16

Return to Course Program

Session 1-2: Paratext 7

Purpose (Why):

To be able to teach a basic Paratext workshop including send/receive.

Learning Objectives (What):

- The participant will install Paratext 7.2.
- The participant will launch Paratext 7.2.
- The participant will effectively use the navigation toolbar to find the desired book, chapter, and verse.
- The participant will insert USFM markers (such as \c, \v, etc.) into an open project using a suitable view.
- The participant will use a virtual keyboard system (MS-Keyboards or Keyman) to type the required characters for the language.
- The participant will add footnotes.
- The participant will open reference resources for comparison, such as an English Bible and organise several windows on the screen.
- The participant will backup the project to a USB key.
- The participant will run a variety of checks to make sure all chapters and verses are present and that each element of text is correctly marked (Markers, etc.).
- The participant will use inventories and checks to make sure all characters and punctuation marks are valid for the target language.
- The participant will use the available checks to guarantee the consistency of the content using the biblical terms tool.
- The participant will check for spelling errors using the spellcheck and wordlist and make changes to the text as necessary.
- The participant will record decisions made in the project using the notes feature.
- The participant will take a snapshot of the text to mark important points in the history of the project.
- The participant will print project texts for revision or consultation by producing a PDF copy.
- The participant will use the project interlineariser to do a back translation of a project.
- The participant will review the teachers guide to identify any issues or points that need to be highlighted when teaching each module.

Learning Tasks (How):

Content:

Follow along as we work through the Paratext 7.2 training course developed by the Cameroon Branch. Over the next eight sessions we will work through these modules.

Challenge

Now it is your turn to try that again on your own either on your own data or some sample data provided.

Changes:

- Reflect on the skills/features you have just seen and done.
- Who in your entity will be interested in this?
- How and when can you you share it with them?

Session 3: Consulting Process

Purpose (Why):

To develop the consulting skills of the participants

Learning Objectives (What):

- The participants will be able to name the six typical phases of a consultation and the basic focus of each phase.
- The participants will be able to articulate what a “contract” is in consulting and why this step is important.
- The participants will be familiar with some standard principles of problem solving and see how they apply in consulting in their domain.
- The participants will understand the importance of getting feedback from the consultee on their performance in the consultation.

Learning Tasks (How):

Connection:

Have the participants do the following exercise: *Defining_Consulting_exercise.doc* (handout). 30 minutes

Content:

Present the following powerpoint: *Key Points for Each Phase of a consultatation.ppt.* 30 minutes

Present the following powerpoint: *Ivan Lowe on Problem Solving.ppt*. 20 minutes

Present the following powerpoint: *Assessment in Consulting.ppt*. 15 minutes

Challenge

Have the participants read ave theHthe following case study: *Contracting_Case_Study.pdf*. Then discuss in table groups. Each table group reports their findings. Then whole group discusses. 60 minutes

Have the participants discuss the following question in table groups: What are the aspects of problem solving that are specific to language technology? Each table group reports their findings. Then whole group discusses. 40 minutes

Change

Have the participants fill out form: *LTConsultingReviewForm.docx*. Then share in their table groups. Then discuss in whole group. 45 minutes

Session 4-5: Adapt It

Purpose (Why):

To assist translators in the use of Adapt It.

Learning Objectives (What):

- The participant will install Adapt It 6.1.
- The participant will setup the necessary files, folders and language settings.
- The participant will setup the Paratext collaboration feature.
- The participant will adapt text from the source to the target language, using the six basic methods of adaptation (word equivalent, make phrase, add additional gloss, leave a word untranslated, add a word to the target text, retranslate text).
- The participant will correct a variety of common mistakes.
- The participant will close the current file and work on a new file (either new chapter in the same book, different book or new book).
- The participant will add a note to explain why something was translated differently to the source text.
- The participant will move around the text efficiently.
- The participant will backup their files with MyWorkSafe.
- The participant will manually export the target text to Paratext. Now done by Paratext Collaboration but important for support people to know.
- The participant will edit the knowledgebase to make corrections.
- The participant will run a consistency check on the text.
- The participant will print a list of retranslations to also check consistency.
- The participant will copy their project to another computer.
- The participant will add a free back translation to their project
- The participant will add a word-for-word back translation to their project.

Learning Tasks (How):

Connection:

Watch the presentation as we introduce Adapt It 6.1. As you watch, consider what aspects are new to you? What do you need to find out more about?

Content:

Follow along as we work through the Adapt It 6 training course developed by the Cameroon Branch. Over the next four sessions we will work through these modules.

Challenge

Now it is your turn to try that again on your own either on your own data or some sample data provided.

Changes:

Reflect on the skills/features you have just seen and done.

Who in your entity will be interested in this?

How and when can you you share it with them?
