***Welcome to Stillman Translations preliminary onboarding assessment!***

*This assessment has 5 sections. Make sure to follow the instructions and complete all the information needed.*

*The goal of this request is to analyze your performance and your potential.*

*Breathe in and out, and do your best. Hope we can count on you soon!*

**SECTION 1. INSTRUCTIONS**

Below you will find a special instruction for section 3:

\*Please make sure target text mirrors source format.

\*Normalize spaces.

**SECTION 2. GLOSSARY**

*In this section, you are required to complete this task:*

*\*Extract four terms (cells 1 to 4) from the text in Section 3 that you consider are worth being in the glossary.*

|  |  |  |
| --- | --- | --- |
|  | **Source** | **Target** |
| 1 | host country | país anfitrión |
| 2 | curfew | toque de queda |
| 3 | ABC contact person | consejero |
| 4 | ABC Medical Plan | cobertura médica de ABXX |

**SECTION 3. TRANSLATION**

Please, add your sample translation below (between 300-500 words). Bear in mind this should be the best sample of your work!

|  |  |
| --- | --- |
| **Source** | **Target** |
| **FAQs**   * **How long am I going to stay in the host country?**   The current trajectory of the pandemic makes it difficult to predict how the situation is going to evolve. As soon as it becomes possible and safe for you to travel home, ABXX will be in touch with you to share more details with you.   * **I want to stay in the host country even if ABXX tells me to leave. What can I do?**   ABXX advises against participants staying in the host country if they are not on an ABXX program, because further circumstances and safety conditions are not predictable. The ABXX program has ended, and all participants should go home as soon as it is possible to arrange for travel. Participants who decide to stay in the host country when ABXX has been able to arrange appropriate travel home (thus ending the program) must follow official procedures. Staying in the host country while not on an ABXX program means that all ABCXXsupport services stop, including the ABXX medical insurance.   * **There is a curfew in my host country. What am I supposed to do?**   We ask you to adhere to the rules and regulations in the host country. Please stay in your current place of residence and comply with local regulations. If you are unsure what to do, check with your host family, ABXX contact person or ABXX staff.   * **ABXX booked a flight for me, but I’m feeling sick. What should I do?**   Please consult with your host family and your ABXX contact person about getting in touch with a doctor as soon as possible. You should follow professional medical guidance and keep ABXX involved and informed at all times.   * **Someone in my host family is sick and has been diagnosed with COVID-19 or with ‘flu like symptoms”. What happens now?**   Your host family and you will have to follow the local quarantine rules. ABXX remains committed to supporting our host families and participants throughout this time. As is the case during all of our programs, we ask you to keep us informed of any events in your family. We are committed to finding the best solution for you. If you yourself become ill, remember the ABXX Medical Plan will cover your medical expenses - you and your host family will need to let ABXX know right away if this happens. | **Preguntas frecuentes:**   * **¿Cuánto tiempo me voy a quedar en mi país anfitrión?**   La trayectoria actual de la pandemia hace que sea difícil predecir cómo va a evolucionar la situación. En cuanto se vuelva posible y sea seguro que ustedes regresen a sus hogares, ABXX los va a contactar para compartirles más detalles.   * **Quiero quedarme en mi país anfitrión aún cuando ABXX me dice que debo irme ¿Qué puedo hacer?**   ABXX recomienda a los estudiantes que no se queden en sus países anfitriones sin un contrato de ABXX vigente, ya que no es posible predecir situaciones futuras o condiciones de seguridad. Los programas de ABXX han finalizado y todos los participantes deben volver a sus casas tan pronto como sea posible hacer los arreglos de viaje. Aquellos participantes que deciden quedarse en su país anfitrión aún cuando ABXX hizo los arreglos de viaje apropiados (y, por lo tanto, dio por terminado el programa), deben seguir los procedimientos oficiales del gobierno. Quedarse en el país anfitrión sin un programa de ABXX significa que todos los servicios de ABXX se detienen, incluso el seguro médico.   * **Hay confinamiento en mi país anfitrión ¿Qué se supone que haga?**   Les pedimos que sigan las reglas y regulaciones en el país anfitrión. Permanezcan en sus residencias y cumplan las regulaciones locales. Si no están seguros de qué hacer, pregunten a sus familias anfitrionas, consejeros, o Staff de ABXX.   * **ABXX reservó un pasaje de vuelo para mí, pero me siento algo enfermo ¿Qué debería hacer?**   Consulten con sus familias anfitrionas y sus consejeros de ABXX sobre cómo ponerse en contacto con un médico lo antes posible. Es preciso que sigan las indicaciones del médico y mantengan a ABXX involucrado e informado en todo momento.   * **Alguien en mi familia está enfermo y ha sido diagnosticado con COVID-19 o con “síntomas similares a una gripe” ¿Qué sucede ahora?**   El estudiante y su familia deberán seguir las indicaciones locales sobre la cuarentena. ABXX permanece comprometido a apoyar a los estudiantes y sus familias anfitrionas a lo largo de todo este periodo. Como sucede durante cualquier programa de ABXX, les pedimos que nos mantengan informados sobre cualquier eventualidad en sus familias. Estamos comprometidos con encontrar la mejor solución para ustedes. Si alguno de ustedes llegara a enfermarse, recuerde que el plan médico de ABXX cubriría todos sus gastos: el estudiante y su familia anfitriona deberán entonces comunicarse inmediatamente con ABXX-. |

**SECTION 4. QUESTIONS AND COMMENTS**

We also need to check your capacity to spot potential issues beforehand.

In the table below, please list your questions and comments in relation with this test:

1. Challenging sections from the source text or sections you are unsure of should be copied or inserted into the **Source Text** column.

2. Write your translation in the **Target Text** column.

3. Doubts and comments should be written in English.

|  |  |  |
| --- | --- | --- |
| Source Text | Target Text | Question / Comment  (in English) |
| The current trajectory of the pandemic makes it difficult to predict how the situation is going to evolve | La trayectoria actual de la pandemia hace que sea difícil predecir cómo va a evolucionar la situación. | “Trajectory” is a term spanish speakers don’t usually associate with a “pandemic”. That might startle the reader. |
| Please consult with your host family and your ABXX contact person about getting in touch with a doctor as soon as possible. | Consulten con sus familias anfitrionas y sus consejeros de ABXX sobre cómo ponerse en contacto con un médico lo antes posible. | In Spanish we usually don’t write please since there are many other ways to ask for something cordially. In fact, if I translated please it would sound unnatural. That is why I kept from translating it literally. |
| Participants who decide to stay in the host country when ABC has been able to arrange appropriate travel home (thus ending the program) must follow official procedures. | Aquellos participantes que deciden quedarse en su país anfitrión aún cuando ABC hizo los arreglos de viaje apropiados (y, por lo tanto, dio por terminado el programa), | In Spanish the -ing form from ‘(thus ending the program)’ is called “gerundio”. But, in Spanish, one can never use this “gerundio” for results in the future. Therefore, I had to change the verb tense. |
| Your host family and you will have to follow the local quarantine rules. | El estudiante y su familia deberán seguir las indicaciones locales sobre la cuarentena. | I’m still wondering if there could be a more suitable translation for this phrase. I would like to change “sobre la cuarentena” but I can’t think of anything more suitable. |
| If you yourself become ill, remember the ABC Medical Plan will cover your medical expenses - you and your host family will need to let ABC know right away if this happens. | Si alguno de ustedes llegara a enfermarse, recuerde que la cobertura médica de ABC cubriría todos sus gastos -para lo cual el estudiante y su familia anfitriona deberían comunicarse inmediatamente con ABC-. | The whole source text mixes the singular and plural form of second and third person thus resulting in an ambiguous text. I decided to use a plural pronoun for the most part of the text -since in Spanish is a show of respect-, but a singular pronoun in this case since they are trying to make an example of a particular circumstance. |
| *Someone in my host family is sick and has been diagnosed with COVID-19 or with ‘flu like symptoms”. What happens now?* | Alguien en mi familia está enfermo y ha sido diagnosticado con COVID-19 o con “síntomas similares a una gripe” ¿Qué sucede ahora? | In here, it looked like between ‘flu’ and ‘like’ there was a hyphen missing. That’s why I decided to add it and translate it accordingly. But I’m open to change it in case that wasn’t what the writer meant. |
| *If you yourself become ill, remember the ABXX Medical Plan will cover your medical expenses - you and your host family will need to let ABXX know right away if this happens.* | Si alguno de ustedes llegara a enfermarse, recuerde que el plan médico de ABXX cubriría todos sus gastos: el estudiante y su familia anfitriona deberán entonces comunicarse inmediatamente con ABXX-. | In Spanish we usually say ‘cobertura médica’ instead of ‘plan médico’ but I chose the second option because it was more similar to what the original said and it wouldn’t confuse the reader. |

**SECTION 5. REFERENCES**

In the table below, please list the reference material you have consulted to carry out this test.

1. Please introduce the **Reference source** (including publisher and full title as appropriate) in the first column.
2. Specify if your reference source is general or specific. If specific, clarify which term or section the reference covers.

|  |  |
| --- | --- |
| Reference Source | General / Specific (Term) |
| https://www.proz.com/search/ | curfew |
| https://www.proz.com/search/ | medical guidance |
| https://www.proz.com/search/ | medical Plan |

Thanks!