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Note-taking in consecutive translation

В статье представлен анализ роли заметок переводчика в процессе последовательного перевода. Автором предложен вариант системы быстрой записи, которая может быть использована переводчиком, работающим с языком для специальных целей (LSP).

Ключевые слова: ведение заметок, устный перевод, язык для специальных целей

The article presents an analysis of the role of translator notes in the process of sequential translation. The author proposed a variant of the quick recording system, which can be used by a translator working with the language for special purposes.

Keywords: note-taking, oral translation, language for special purposes (LSP)

While listening to the speaker the interpreter takes notes of the message he or she receives, while the utterance is being received. It means that perception and comprehension are concurrent with note-taking.

The interpreter's notes are an ideographic system of encoding the message. They are word-and symbol-based, their syntax is simple, their word order is direct and grammatical functions are expressed by fixed positions of the elements of the utterance, while positions themselves are vertically organized.

This brief description of the system of interpreter's notes makes one realize that to take notes one has to translate the original utterance into another code. This code is in fact very close to what has been previously described as the internal semantic code of the Recipient. And the fact that the interpreter's notes are something only the interpreter who has made them can read, or decode, proves the point.

So in order to be able to listen, comprehend and take down a processed and transformed version of the original utterance the interpreter has to run ahead of the

utterance being received and anticipate its morphophonemic, syntactical and semantic structure.

If we now take our model of the interpretation process we shall see that it represents a two-phase process of consecutive interpreting in which the phases are separated from each other, the first phase being completed when the semantic representation is achieved in the form of notes, and the second phase being started when this semantic representation is utilized for programming and producing the message in the TL (target language).

No such border-line can be drawn for simultaneous interpreting. If we attempt a graphic representation of the process of simultaneous interpreting for one utterance, we shall see that the processes of speech perception and speech generation concur and run parallel to each other.

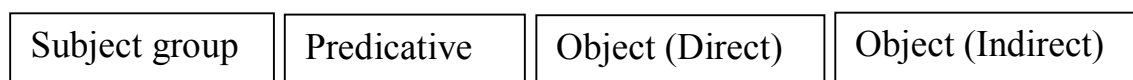
The language in which an interpreter has to take notes is the source language. Note-taking is a help for short-term memory. It reflects basic thoughts of the source text. The system of note-taking is based at widely spread abbreviations and individual own symbols.

Symbols and abbreviations used in note-taking must meet the following requirements:

- they should be understandable, easy to write and to decode;
- to be universal and easy to remember;
- they should mean definite notion, symbol, sense, which appears clearly and monosemantically both in linguistic and extra linguistic context;
- to be recognizable at the given moment of speaking and translating.

In order to read and interpret the notes easily you should place them downward in diagonal way. The first level is subject group, the second level is predicative, the third level is Direct Object and the fourth level is Indirect Object.

Model:



Some examples of the symbols used in the note-taking:

MP – Member of Parliament

VIP – Very Important Person

G-7 – Group of seven

Common used abbreviations:

UZ – Uzbekistan

UT – Uzbekistan Today

CIS – CHF (Commonwealth of Independent States)

EU – European Union
NBU – National Bank of Uzbekistan
NOC – National Olympic Committee
UK – United Kingdom
UN – OOH (United Nations Organization)
WHO – the World Health Organization
PS – public school
NY – New York
LON – London
CEO – chief executive officer
JV – joint venture
FTZ – Free trade zone
P – President
VP – Vice President
I/V – investment
↑I – growth of inflation
E – employment
£ – unemployment
D/B – budget deficit
Usage of contracted words:
pro – professional
demo – demonstration
info – information

Letter precision information such as proper names and geographical names is written only by means of consonants. Numeral precision information like days of a week and months is written by numbers.

e.g. 5 – Friday, 11 – November
dates: current decade – 2008 = ‘8
current century – 1995 = .95
current millennium – 1812 = .812
numbers from 1100 to 10000 is to be written by hundreds
e.g. 17H = 1700
17t = 17 thousand
17m = 17 million
17b = 17 billion
17tr = 17 trillion

Marking of semantic ties between the symbols is the most important and rather difficult point. Especially when the interpreter is voicing his notation. Speak-

ing is marked with : after the subject group; emphasis is marked with :! (claimed, referred, accused, offered). The symbol (:) means press-conference, press-release, statement.

approval – OK

disapproval – ~~OK~~

plural – sign of square; e.g. MP² = Members of Parliament

m² = millions

repeat = R with an arrow with the place which is repeated

> - more, < - less

↑ - growth, rise; increase; improvement; future

↓ - decrease, fall, degradation; past

Δ - state, country

lines: → departure; \xrightarrow{E} - export; address to

← arrival; I \xleftarrow{I} - import

Expression of modality:

possibility: m – may; m? – might

c – can; c? – could

doubt: ? or ?!

necessity: d (must, to be to, should) – from debere (lat.)

Comparative and Superlative degrees of Adjectives: signs of square and cube

e.g. big² – bigger, big³ – the biggest

“Speaking” symbols:

○ – congress, meeting

X – war, conflict

This approach shouldn't be accepted as a third language. It should be created by imagination of an interpreter.

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