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At the 2003 Annual General Meeting, the Board of Directors undertook to review the CTIC translation examination process in order to address some members' concerns with this key aspect of the life of the Association. As part of that review, the Board collected extensive data, some of which appeared in the last issue of *InformATIO*, and commissioned a study whose conclusions are published below. We are also publishing a backgrounder on the examination system, to provide context for our decision.

Transparency

By: *Fabrice Cadieux, President*

The CTIC translation examination is not a new topic as far as InformATIO is concerned: in the very first issue I ever read as a brand-new member (cover to cover of course), then-President André Séguinot was proposing improvements to the examination process, which was at the time the only way to gain certification. Even though other avenues to full membership now exist, the translation examination remains a key feature of the Association and the Board took very seriously the commitment it made to the

membership at the last Annual Meeting to review the entire process in light of critiques from some candidates.

We undertook an in-depth review of the examination process (see the background article below by former Canadian Translators and Interpreters Council [CTIC] Board of Certification Chair Creighton Douglas, setting out the main features of the system and in particular its focus on rigorous objectivity), which extended to procedures used by other professional associations in Canada and abroad (as far afield as Australia). Certification authorities at the American Translators

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The CTIC Examination Process Information for Candidates

By: *Creighton Douglas, C. Tran. (Canada)*

ATIO members, associates, and candidates for certification examination, are sometimes puzzled by the relationship between ATIO and CTIC. You belong to ATIO and go to an exam centre organized by ATIO, but the examinations are provided and graded by something called CTIC, which, according to some candidates, takes forever to do the marking and fails many.

CTIC stands for the **Canadian Translators and Interpreters Council**, established in 1971 to develop national standards for language professionals across Canada. It also represents the pan-Canadian and international interests of Canadian translators, interpreters and terminologists.

Separate organizations are necessary because, in Canada, professional qualifications and certification are governed by

provincial laws and regulations. This applies to many professions, including doctors, dentists, lawyers, nurses, teachers, as well as translators, interpreters and terminologists.

CTIC examinations are organized by the CTIC Examination Committee, which also has subcommittees for various categories, including translation, conference interpretation, court interpretation, etc. Members of these committees, as well as exam markers, are drawn from CTIC member associations across Canada.

Source texts for CTIC exams for various language combinations are carefully chosen by selection committees, who also supervise the marking. At present, the translation exam consists of three texts (approximately 175-185 words each) for each source language. One is compulsory and general in nature. The candidate is also given a choice between somewhat more specialized texts.

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Transparency

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Association (ATA) were met and canvassed. Following this review, the Board approved a new approach which I will summarize as follows.

First, we will be adopting a more active approach, if required, to controversial examination results. Of course, we have always sought to defend the legitimate interests of ATIO candidates, but we had grown into the practice of deferring entirely to CTIC examination procedures (and indeed we have complete confidence in the professionalism of our national organization). This approach is entirely satisfactory in almost all cases. However, we have found that some cases require more energetic intervention, which we will no longer hesitate to undertake. It should be noted that actual management of the examination process remains vested in CTIC.

In addition, and more specifically, we will be proposing to the next CTIC Council meeting (which had not taken place as we went to press) that the examination result challenge procedure be modified by replacing the existing appeal with a review mechanism similar to ATA's, under which candidates may request that their examination be marked again. In cases where the negative result is upheld, candidates would receive a review copy setting out the errors on which the failure mark is based. We hope that other provincial associations will support this proposal which would impart full transparency to the examination process and further enhance its credibility.

The CTIC Examination Process

Information for Candidates

Continued from page 1

Each candidate's translations are marked independently, according to a standard scale, by **two** markers, who must agree on the final mark awarded. If the markers cannot agree, a third marker is called to resolve the matter. The pass mark is the **average** (70 or more) over the **two** texts, and special care is taken to review any marks that fall between 60 and 69, just below a pass. Some candidates may assume that because they get only one mark, their exam has been marked by only one person. This is not so: **every** exam is marked by at least two markers, or more in case of doubt! One pleasant surprise for markers is how often a candidate will come up with a better solution.

CTIC uses only markers certified in the language combinations concerned, although outside specialists may occasionally be called on for "rare" languages. Markers may come from any of the provincial associations, and occasionally from the American Translators Association. All volunteer as individuals and are paid a very modest fee for each paper marked. In the process, candidates and markers are identified **only** by numbers. CTIC charges a nominal fee for each exam to cover its administrative costs.

It should be pointed out that the entire CTIC examination process is administered by peer volunteers: our professional colleagues from across the country, who normally have more "rewarding" things to do than run national examinations. Inevitably, occasional bad feedback is received from discontented candidates who believe that the two or three CTIC markers who gave them a failing grade must be a "bunch of incompetents." So please, go easy on our CTIC volunteers!



Best Wishes

*The Board members
and the
Secretariat would like to
wish all ATIO members
and associates a
Happy Holiday
and
Prosperous
New Year.*

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ATIO Marketing Initiatives in Full Swing

By: Renee Levine, Base Consulting

ATIO members have seen marketing at work over the course of the past several months! An important initiative of the Association was to develop the marketing focus and provide more exposure for the outstanding work of its members. Various marketing initiatives have been undertaken, with other plans in the wings.

Marketing began with a series of advertisements in targeted ethnic newspapers in the spring. Based on the demographics of the Association, advertisements were purchased in fifteen newspapers. The feedback received from members was excellent.

An outstanding opportunity presented itself with the publication of the special industry profile supplement in *Les Affaires* newspaper in early fall. This supplement was devoted to the language industry and it provided a wonderful vehicle to promote ATIO not only in Quebec, but beyond. Copies of the supplement were sent to all members, and the additional copies of *Les Affaires* will be used in promoting the skills and services of our membership.

International Translation Day provided a natural opportunity for marketing. Tent cards were designed and sent to all members to display proudly at their workplaces. Many people asked for more!

ATIO Goes to Court... The Verdict is in!

By: Marc Pichard, C. Tran. (Canada)

Translation: Jim Shearon, C. Tran. (Canada)

Once again, ATIO proves it can organize supremely interesting events. We witnessed ample proof before the highest court in the country, with a most instructive visit on October 29 to the Supreme Court of Canada. Along with a November 21 tour of the Coroner's Office in Toronto, our investigation emphasized the interesting locations where ATIO members may be asked to find the right word.

Protocol Officer Michel Gallant welcomed eleven of us, including three staff members from ATIO headquarters and a translator from the German government. Our guide for the afternoon, Michel Girard presented clear evidence of the inner workings of the justice system, the judges and proceedings, publications, communications and language services, and the high levels of expertise demanded of translators and interpreters who work there. An interview with General Counsel Barbara Kincaid followed a tour of the courtroom of the Federal Court of Canada, the main courtroom of the Supreme Court of Canada, and the chambers where the judges hold their deliberations.

It was a truly memorable visit to a majestic and impressive building steeped in history.

As promised, we are expanding our marketing activities in every direction and are already seeing results from the above-described campaigns. We are looking at other means of gaining visibility, increasing membership and raising public awareness.

Media

We have had several forays with the media, but we have only just begun! We are developing media contacts and are looking at interesting angles to promote not only the activities of our members, but the activities of your association as well. Well placed editorials, general interest articles and press releases are anticipated activities over the course of the next year. We will continue to expand our relationships with the ethnic press, but intend to expand our efforts in the mainstream press as well.

Outreach

We are working hard to develop our lists for outreach. This is quite a painstaking task, involving a great deal of research in order to determine audiences, ascertain appropriate contacts and discover synergies with like-minded associations and organizations. We will be combining this effort with list purchases where it is deemed appropriate. Once these lists have been compiled, we can utilize the contact information for a multitude of activities that range from planning targeted programming to implementing effective sponsorship programs. We are certainly open to suggestions, and would be delighted to hear from you.

Lost Time

By: Fabrice Cadieux

Too glib by half for a title, I know, and not fair either to a pleasant evening I owed recently to the Association's public relations program. Having been approached by the very literary Harbourfront Festival of Authors in Toronto to interpret an interview with a French novelist, I seized the opportunity to raise awareness of ATIO in this *milieu*. In exchange for my volunteer work, Festival organizers agreed to thank the Association in the program and also to distribute ATIO materials to the audience. I read with pleasure *Swan's Way* (*Le Cygne de Proust*), by Henri Raczymow, a well-known French critic and author of books on the work of Marcel Proust, James Joyce and Gustave Flaubert (and also a translator in his own right of novels from Yiddish). In this book, Raczymow investigates the morphing of Charles Haas, a real-life society figure in *fin-de-siècle* Paris, into Charles Swann, the character at the heart of Proust's *In Search of Lost Time* (known in the original translation as *Remembrance of Things Past*). Few conferences are as pleasant to prepare for! On the appointed evening, I went to the theatre where the event was to be held and waited in the wings for the stage manager to parade out the host, the interviewer, the author and the (somewhat overdressed) interpreter. All went well, all the more so since Mr. Raczymow expresses himself ingeniously in English and I was only required to supply the occasional word. Unfortunately, the awareness-building impact for ATIO was limited since the party on stage was equally matched by the audience of four. (And of those, the only one to ask a question prefaced it by saying "I haven't read your book, but..."). Nonetheless, no promotional opportunity is beyond the energy (or refinement) of your volunteers!

PR AND EVENTS

Happy International Translation Day!

By: Nancy McInnis, Director, Independent Translators

A small crowd gathered at Glendon College to celebrate International Translation Day with wine and cheese, and to hear Michel Moisan and Edna Hussman speak of their experiences in the Baltic States.

The evening started off with an invitation to students to join ATIO. Nancy McInnis, Director of Independent Translators, told them that they represent the future of the Association, just as the Association represents their future. To encourage students to join, and in recognition of their importance, she said that ATIO is offering FREE student membership. All it



FondATIO student bursary recipient Daniel Iwasaki with Nancy McInnis

requires is a letter from the university confirming status as a full-time or part-time student in translation, terminology or interpretation, and a copy of their student card. The response was very positive as several students returned completed applications that evening.

Then Michel Moisan and Edna Hussman stepped to the podium to speak about their experiences in Latvia and Estonia. They gave a brief introduction to these countries and explained how they came to be involved in a huge translation project to enable these nations to join the European Union. Their talk was warm and personal, as they mixed humour and anecdotes with the enormous challenges faced by the governments of these two countries. They described some of their experiences there, both professional and personal, and spoke with respect of the complete dedication of the staff working to translate thousands of pages of legislation with few terminological resources and a looming deadline.

As the evening wrapped up with a brief question and answer period, the audience was left wishing there was more time to hear how solutions were being found to Latvia and Estonia's translation problems.



Edna Hussman and Michel Moisan recall the highlights of their recent posting in Estonia and Latvia

International Translation Day in Ottawa

By: David Lowe, Director, Salaried Translators

International Translation Day in Ottawa was celebrated across the river at the Palais des Congrès in Gatineau. The event, co-sponsored by ATIO, OTTIAQ, and the Translation Bureau, was a great success.

One of the evening's highlights—especially for the students in attendance—was the announcement by ATIO's Vice-President, Ken Larose, of ATIO's decision to eliminate fees for student members. And students were there to hear the message: about 20 or so received awards. The future of our professions is indeed in good hands if these students are any indication of "la relève."

ATIO's Hélène Gélinas-Surprenant, President of the 2003 ATIO Award Committee, announced the winner of this year's ATIO Award: the Ontario government's terminology team, which built and maintains the ONTERM terminology database.

Participants were also treated to many displays set up by suppliers and organizations working in the language industries, including our own ATIO. The event also offered people the chance to network with colleagues, renew acquaintances, and make new ones.

ITD at Sudbury

The Foundation awards a \$500 scholarship

By: Pascal Sabourin, President of FondATIO

Translation by: Murray Bauman, C. Tran. (Canada)

For the past four years, the Foundation has been awarding scholarships to students enrolled in the translation and interpretation programs at the following three Ontario schools: Glendon, Laurentian and Ottawa.

The Foundation took advantage of ITD, held on September 24 at Laurentian University in Sudbury, by awarding an academic scholarship to Amy Pineault, a fourth year Translation student at that university. Dr. Judith Woodsworth, President of Laurentian University, attended the ITD celebrations and was invited to present the scholarship.

At the same time, ATIO awarded Pascal Sabourin, editor of *Le Langagier*, a language newsletter published by Laurentian University's French Studies and Translation Department, a plaque in recognition of the award of distinction conferred on the newsletter by the ATIO Awards Committee.



Dr. Judith Woodsworth (left), President of Laurentian University, awards a \$500 scholarship to Amy Pineault, a fourth year student in Laurentian's Translation program, on behalf of the ATIO Foundation.

Photo: Pascal Sabourin

ATIO extends warm thanks to Meloche Monnex for its sponsorship of International Translation Day 2003.

2003 ATIO Award

By: *Hélène Gélinas-Surprenant, C. Tran., C. Term. (Canada)*
President, 2003 ATIO Award Committee
Translation: *Barbara Collishaw, C. Tran. (Canada)*

Every year, the list of nominees for the ATIO Award reminds us that each of the language professions has its own special niche to fill. This year, for the 11th ATIO Award, Terminology takes its place in the spotlight. And takes not one, but two places! The Awards Committee was particularly impressed with two of the nominees.

ATIO Award 2003

First, the ATIO Award for 2003 goes to the **Terminology Unit** of Ontario's **Government Translation Service (GTS)**, for its collaboration in the launch of the Ontario Government's terminology Web site, ONTERM, in 1996-97 and for its updating of the site ever since then. This bilingual database contains 18,000 official titles related to the Government of Ontario: the names of Ontario's ministries and their organizational units, government programs, agencies, councils and commissions, as well as position titles and the names of systems, technological applications, prizes and awards related to the province's administration. ONTERM also offers bilingual reference lists containing information that is frequently requested from the Ontario government, as well as GeoNames Ontario, the official bilingual list of all geographical names in the province, which also includes the principles for using geographical names in French texts. Guidelines for written French within the Ontario public service can also be consulted on the ONTERM site, in the *Guide de rédaction du gouvernement de l'Ontario* and *La féminisation au gouvernement de l'Ontario*.

2003 ATIO Award Honourable Mention

This year's jury could not leave another nominee—yet another excellent terminology instrument—unrewarded. Thus, the committee decided to award an Honourable Mention to the language newsletter, *Le Langagier*, published by the *Département d'études françaises et de traduction* at Laurentian University in Sudbury.

From its home base in Northern Ontario, *Le Langagier* has been dealing with language issues for a decade. First published in December 1993, it has now celebrated its 10-year milestone and the publication of its 50th edition.

Full of information, with a touch of humour, it has dealt with many topics, including, at random:

- the origin of popular expressions;
- the *mot juste* to replace an Anglicism;

Machine Translation Summit IX

By: *Denis Bousquet, C. Tran. (Canada)*

I had the good fortune of attending the Ninth Summit of the AMTA (Association for Machine Translation in the Americas), held September 23 through 27 in New Orleans. One of the speakers was none other than Donald Barabé of the Translation Bureau in Ottawa. Those interested in the proceedings can follow this link:

<http://www.amtaweb.org/summit/MTSummit/papers.html>

- etymological and linguistic analysis of a widespread and possibly incorrect neologism;
- new meanings of a term;
- the gender of nouns;
- the distinction in meanings between the masculine and feminine forms of a term;
- justification for the survival of an Old French expression in modern French;
- explanations of regional differences in pronunciation or usage and, once in a while, the origin of Northern Ontario place names. In a few lines, just two or three paragraphs, we see the essence of a question and its solution, always in accordance with the rules of the French language.

To consult our 2003 award winners' products, go to:

ONTERM

www.onterm.gov.on.ca or www.atio.on.ca/misc/tools.html

Le Langagier

www.laurentian.ca/francais/le-langagier.htm or

www.atio.on.ca/misc/tools.html

Le prépositionnaire

Translation by: *Creighton Douglas, C. Tran. (Canada)*

People may like to think of French as the most sophisticated of languages, but it is also sometimes one of distressing complexity. One may say *forcer quelqu'un à faire quelque chose* (to force someone to do something) but also *être forcé de faire quelque chose*; *céder au désir, mais céder devant les menaces ou céder sur un point* (be forced to do something; give way to desire, but give way in the face of threats, or give way on a point).

With 1,800 entries, *Le prépositionnaire* provides answers to the questions of everyday users, while offering quick answers to the most insidious traps for the serious editor, who must have complete mastery of the written language. Resulting from Françoise Bulman's extensive experience as a translator, this *Dictionnaire des verbes et adjectifs pouvant être suivis d'une préposition* fills the void left by other grammatical tools, and can be useful at all levels.

Le prépositionnaire brings together in one book many bits of essential information previously scattered amongst a variety of sources. The author brings out different uses of a verb and does not neglect to underline faulty usages—whether semantic or syntactic—or to identify certain problems related to the tense of a particular verb or the use of conjunctions.

Intended for use by translators, editors, and all language-lovers seeking quick, effective answers, *Le prépositionnaire* should become an essential in offices and classrooms.

245 p. \$24.95 – ISBN 2-89502-150-3

A professor in the translation program at Laval University since 1974, Françoise Bulman is well aware of the pitfalls that lie in wait for translators and editors. Her experience as a translator and reviser allowed her to devise Le prépositionnaire to suit the needs of these professions. She is also the author of a Dictionnaire des proverbes anglais-français – français-anglais published by PUL in 1998.

MS Office isn't Only Officious¹—"Functioning" in MS Excel



By: Dr. William O. Bergerson

Revised by: Carlos Chalhoub, C. Tran. (Canada)

MS Excel can be a great help in tracking invoices. Only a few of the more than 230 built-in functions are needed.

Within Excel, use MenuMode² to access the full palette (i.e., Press "Alt [Cmd]" + "i" to pop up the "Insert" sub-menu, then "f" to bring up the "Paste Function" sub-window, where one can further navigate to each function and a brief description thereof).

The "DAYS360" and "TODAY" functions will be used to track days open and chronicle payment history. In the example below, the cells under "Days Open" dynamically compare today's date to the invoice date and display the result as a negative integer if the "unpaid" symbol ">" [user's choice] is encountered. Otherwise, once a payment date has been entered, the cell shows the (static) number of days as a positive integer:

	A	B	C	D
1	Invoice Date	Payment Date	Days Open	[Type ³]
2	09/25/03	>	=IF(B2=">",-DAYS360(A2,TODAY()),DAYS360(A2,B2))	[formula]
3	09/25/03	>	-35	[result]
4	10/2/03	10/19/03	=IF(B4=">",-DAYS360(A4,TODAY()),DAYS360(A4,B4))	[formula]
5	10/2/03	10/19/03	18	[result]

While it's not hard to identify open invoices on the basis of the negative sign alone, Excel provides a means of making them jump out even more: Conditional Formatting. Start by marking the entire "Days Open" column and then—via MenuMode—Press "Alt [Cmd]" + "o" to pop up the "Format" sub-menu, then "d" to bring up the "Conditional Formatting" sub-window.

Set "Condition 1" to Cell Value is less than -30 (assuming 30 day payment terms) and select an eye-catching font format such as "red, bold, italic" (cf. above sample). From now on, delinquent invoices will really stand out!

Those who've adopted the file nomenclature suggested in the first installment of this series (cf. *InformATIO* 32:2) can further automate the process by substituting the "Invoice Date" column with one containing "Invoice File Name" instead. Column A in the above table would thus contain encoded file names (e.g. 030925\$\$SDT.doc – signifying an invoice billed to Super Duper Translations on Sept. 25, 2003) that could be used to automatically generate cell values for an "Invoice Date" column:

e.g., the cell formula
 "=VALUE(CONCATENATE(MID(A2,3,2),"/",MID(A2,5,2),"/",LEFT(A2,2)))" generates a cell result of "09/25/03"[by pulling the information from Cell A2 (here revised to "030925\$\$SDT.doc").

Want to sort totals by client? A similar, less involved formula produces values for a "Client Acronym" column:

e.g., the cell formula "=MID(A2,8,3)" produces a cell result of "SDT" [three characters beginning with the eighth character in "030925\$\$SDT.doc"—the revised Cell A2].

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TRADOS, MultiTrans or LogiTerm?

By: Francie Gow, C. Tran. (Canada)

I have worked with TRADOS, MultiTrans and LogiTerm, and I like all three for different reasons. Here are some comparisons to help you choose the best tool for you.

What kind of work do you do?

If your work is repetitive at the sentence and paragraph level, TRADOS can prove very useful. The proposals it offers are generally high in quality, thanks to their length, but it will miss useful information below the sentence level. It will, however, retrieve terms you have already entered into its term bank. If your repetition mostly occurs below the sentence level, MultiTrans or LogiTerm may be more helpful.

How much time are you willing to spend learning the tool and setting up your databases and term banks?

Although I have found TRADOS to be the least time-consuming during the actual translation process, it is very time-consuming up front. It is the least intuitive, therefore taking the longest to learn. It also requires more time to build databases and term banks, which is generally non-billable work. I found the other two easier to learn, although even they can be quite overwhelming at first. Once you become familiar with building databases and creating records, the process is quite speedy.

To what extent are you willing to adapt your habits to the constraints of the tool?

TRADOS requires the most flexibility. The rigid, one-sentence-at-a-time approach will not appeal to everybody, although it is certainly possible to get comfortable with it. LogiTerm is the least "invasive" of the three. It sits quietly in the background, waiting to be consulted. You will translate much the same way you always have, but with an extra reference tool at your fingertips. MultiTrans is somewhere between the two, sitting in the background like LogiTerm, but slightly more integrated with Word.

What is your budget?

The freelance versions of TRADOS, MultiTrans and LogiTerm cost \$895, \$899, and \$450 respectively.

If you download the trial versions:

All these products start as empty databases, so you will not learn much about how they work until you fill them up with something. Before downloading, gather a small test corpus of repetitive material from your archives. The demonstration material that comes with the tools is carefully selected to show them off at their best and may not reflect how they will perform for your kind of work. Allow yourself time to become familiar with the tool, at least for a few hours, preferably a few days.

Happy trials!

RESOURCES/INFORMATION TECHNOLOGIES

Continued from page 7

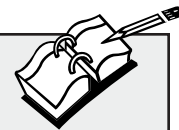
As in the mastery of a foreign tongue, an inquisitive approach and repetitive application yield results that cannot be imparted by an instructor or text, however. Now it's time for each reader to proactively investigate the language of software and tailor it to his/her own needs. Much success and enjoyment in the process!

¹ Excerpt from material presented to the 24th Annual MICATA (Mid-America Chapter of the American Translators Association) Spring Conference in Kansas City, MO, USA May 3, 2003 © 2003 Dr. William O. Bergerson

² Not implemented in Office v.X for Mac; otherwise [bracketed] key references apply to Macintosh keyboard. See also *InformATIO* 32:3

³ Spreadsheet rows subsequent to the headers alternate between cell formula and cell result to facilitate understanding of the functions; Reference date for "TODAY" at the time of printing was 10/30/03; Column C simulates the effects of Conditional Formatting as described in the text.

Calendar of Events



✓ MAY 2004

May 20–23, 2004: **Critical Link 4: Interpreting in the Community International Conference**

Stockholm, Sweden

Information: www.tolk.su.se/index20.php

May 29–31, 2004: **XVII Canadian Association for Translation Studies annual conference: Translation and the future of history**

Winnipeg, Manitoba

Information: <http://www.uottawa.ca/associations/act-cats/Eng/congress/congress.htm>

✓ OCTOBER 2004

October 13–16, 2004: **American Translators' Association Annual Conference**

Toronto, Ontario

Information: www.atanet.org

NOTICE!

Please note that the ATIO office will be closed for the Holidays, from 5:00 pm on December 19, 2003, and will return to full operations as of 8:30 am on January 5, 2004.

The Board of Directors of the Association of Translators and Interpreters of Ontario regrettably announces the death of

Nikola Bogdanovic

Certified Translator,
ATIO Member Since 1978

CONGRATULATIONS TO NEWLY CERTIFIED MEMBERS!

By: *Catherine Bertholet*

CERTIFIED ON DOSSIER IN TRANSLATION

English-Urdu
Shahid Suleman

Russian-English
Mark Vaintroub



Publish or Perish

Not quite, perhaps, but *InformATIO* is a crucial vehicle for reaching out to our membership and beyond. In addition to the usual information and human-interest content, in the last issue we ventured into editorial opinion. We hope you've noticed that our newsletter is getting steadily more sophisticated and we always appreciate your comments at info@atio.on.ca. Recently we welcomed the newest member of the Editorial Committee, Alana Hardy, who joins Editor-in-Chief Michel Trahan and Committee members Catherine Bertholet and Fabrice Cadieux. Thanks to Owen Evans, retiring from the Committee after three years of sharp-eyed service on the English desk!

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