



## **Tips for Working with an Interpreter**

CommunicationLink interpreters take pride in their work. Here are a few tips to help make communication enjoyable and successful:

### **Before the Event:**

- Meet or talk to your interpreter if possible.
- Give the interpreter copies of any materials, presentations, or outlines being used.
- Inform the interpreter of any special lighting or audio-visual equipment being used.
- Schedule ten-minute breaks every hour.
- Discuss the best location for the interpreter and the participants. Reserve seats if necessary.
- Often there is not a sign for specialized or technical words. The interpreter will spell them out. It is helpful to include definitions on a handout before the event.

### **During the Event:**

- Speak and look directly at the person with whom you are communicating, not the interpreter.
- Speak distinctly and at a normal volume and pace.
- When using visual aids, allow additional time for d/Deaf individuals to see the interpreter and then look at the visual aid.
- In group situations, speak one at a time.
- Do not engage the interpreter in conversation during a session.
- Avoid walking between the interpreter and d/Deaf person.
- Do not touch the interpreters while they are working since it distracts them.
- Allow ample rest breaks during the session.