

Exercise #6

Identifying What Needs to be Translated

This exercise will help you identify the types of print materials that need to be professionally translated for use by multicultural library customers.

1. Write the specific language of library signage you would like to have translated.

Signage:

2. Which signs can be in diagrams, drawings, photos, or pictures, instead of words?

3. Which of the following do you need translated for your multicultural customers? Name the specific rule, display, schedule, etc., that you would want translated.

Library rules, policies, procedures, FAQ's:

Schedules:

How-to's (e.g., sign up for/use computer, get a library card):

Displays:

Publicity/outreach materials: