

# MEDIATION – PART ONE – ANSWER KEY

## Translation – A Letter

(Write in English)

### INSTRUCTIONS FOR THE EXAMINERS

#### Content

- Candidates receive one mark for each one of the following pieces of meaning that is clear in context.
- The information can be present in any order.
- Do not mark for linguistic accuracy. Mark only for presence of information.
- The words here in this table are only a guide to target meanings – NB these exact words are not required

### Information:

1	I am writing with reference to	1
2	our subscription to ...	1
	Our company subscribed to / ordered the named magazine	
3	for twelve months beginning in November 2010	1
	transferred the subscription fee to the bank account of your company	
4	However	1
5	haven't received a single copy of the magazine	1
	so far	
6	We have informed you about this problem	1
7	several times	1
8	without any response	1
9	Please make the necessary arrangements	1
10	so that	1
	we receive the back copies as soon as possible	
11	If for some reason	1
12	our remittance has not arrived	1
13	your company is no longer acting as distributors of the magazine	1
	please inform us	
14	In the latter case	1
	we would be grateful if you could return the subscription fee within the next 8 days	
	<b>Total</b>	<b>14</b>

### Sample Answer:

Dear Sir / Madam,

I am writing with reference to our subscription to the European Business Magazine. Our company subscribed to the named magazine for twelve months beginning in November 2010. We transferred the subscription fee to the bank account of your company. However, we haven't received a single copy of the magazine so far. We have informed you about this problem several times but without any response.

Please make the necessary arrangements so that we receive the back copies as soon as possible. If for some reason our remittance has not arrived, or perhaps your company is no longer acting as distributors of the magazine, please inform us as soon as possible. In the latter case, we would be grateful if you could return the subscription fee within the next 8 days.

Yours faithfully,  
Tibor Szabó

## Language marking criteria of mediating from Hungarian to English

Mark	Criteria
<b>5</b>	<p><b>Range</b></p> <ul style="list-style-type: none"> <li>Ideas linked across sentences and paragraphs (cohesive devices/adverbials to express reasons, opinions, feelings etc.) in a way that the text reads as a whole.</li> <li>Uses polite forms where necessary and can differentiate reasonably between different levels of formality (eg very polite for a difficult request).</li> </ul> <p><b>Accuracy</b></p> <ul style="list-style-type: none"> <li>Some minor errors (slips) that rarely obscure meaning.</li> </ul> <p><b>Source Language interference</b></p> <ul style="list-style-type: none"> <li>Some minor examples of source language interference (choice of word /phrase, word order) may be evident but they do not obscure meaning.</li> </ul>
<b>4</b>	some elements of 5 & 3
<b>3</b>	<p><b>Range</b></p> <ul style="list-style-type: none"> <li>Adequate to complete the task.</li> <li>Ideas linked across sentences and paragraphs although not always with the most appropriate choice of language.</li> <li>Polite forms used where necessary.</li> </ul> <p><b>Accuracy</b></p> <ul style="list-style-type: none"> <li>Some errors may be present; they may sometimes obscure meaning but not usually significantly.</li> <li>Errors are not so common as to have a negative affect on the target reader.</li> </ul> <p><b>Source Language Interference</b></p> <ul style="list-style-type: none"> <li>Some examples of source language interference (choice of word /phrase, word order). They may obscure meaning but not usually significantly.</li> </ul>
<b>2</b>	some elements of 3 & 1
<b>1</b>	<p><b>Range</b></p> <ul style="list-style-type: none"> <li>Cohesive devices to link ideas not used at all.</li> <li>Inappropriate register.</li> </ul> <p><b>Accuracy</b></p> <ul style="list-style-type: none"> <li>Basic errors (verb tense, auxiliary be, concord) that obscure the message and have a negative effect on the target reader.</li> </ul> <p><b>Source Language Interference</b></p> <ul style="list-style-type: none"> <li>Source language interference (choice of word /phrase, word order) significantly obscures meaning and has a negative effect on the target reader.</li> </ul>

## How to mark the Translation

The total number of pieces of text which are marked for meaning is 14. The number of points is obtained by dividing by 2. To this are added 5 points for language. Thus the total available points for the translation task is 12.

### Example

Translation: 10 correct out of 14. Number of points: 5 (10 / 2). Language mark 3. Total marks for translation 8 (5 + 3)