

🔄 **Method of working and remuneration**

Professional conference interpreters generally charge by the day. Their remuneration is based on daily rates which include the time required for (technical and terminological) preparation.

There are additional expenses for travel and accommodation if applicable.

🔄 **Interpreting modes**

Simultaneous interpreting / remote interpreting also possible

The discourse is interpreted quasi-simultaneously with the interpreter working in a soundproof booth. The benefit of this interpreting mode is rendition into another language without delay. Interpreting teams: Simultaneous interpreting requires a very high level of concentration. Therefore, interpreters work in teams of two or three and take turns after approximately 30 minutes each. The size of the team depends on the number of languages required, the overall duration of the event, how tight the schedule is and the complexity of the conference topic.

Whispering mode

This is a special form of simultaneous interpreting whereby the interpreter whispers to the listeners (generally with a wireless transmission microphone and headsets for the listeners). This interpreting mode is much more demanding for interpreters, especially acoustically, and is therefore only recommended for events with few participants and a relatively short duration.

Consecutive interpreting

The discourse is rendered afterwards. The interpreter takes notes of what is said using a special note-taking technique and interprets the entire speech afterwards or section by section (liaison interpreting).

With this interpreting mode it is important to bear in mind that twice as much time is required as speaker and interpreter must alternate. It is therefore only suitable for specific occasions such as dinner speeches or small-scale negotiating rounds or meetings.

🔄 **Conference preparation**

Professional conference interpreters specialise in various subject areas and specifically familiarise themselves with the content and terminology of your conference's subject matter.

You can facilitate our preparatory work by making relevant documents available prior to the conference.

Please note that conference interpreters are subject to strict professional discretion. Therefore your documents will be treated as strictly confidential and this will also be backed up by a contractual guarantee.