The New York Circle of Translators
In collaboration with
John Jay College Department of Foreign Languages and Literature

Proudly Present
The First Susana Greiss Annual Workshop
Translator and Interpreter Development

Saturday, October 4 and Sunday, October 5, 2008
Time: 9:00 AM – 5:00 PM
Place: John Jay College
899 10th Avenue (West 59th Street) – Room 630T
New York City

The Workshop is FREE for John Jay College Students

Attached please find a complete flyer for the workshop

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Saturday - 9:00 – 9:45  Registration and Continental Breakfast

Morning Session
10:00 – 1:00  What Are Clients Looking For? How to Stand Out in A Saturated Market – **Jon Ritzdorf**
An outline of the importance of 3 major factors, which are necessary to excel, win projects and improve work efficiency.

Meet and Greet Lunch (included)
1:00 - 2:00
Participants will have the opportunity to meet translation company representatives from the New York and New Jersey area. Each representative will have a few moments to talk about their company and what they expect from current and future translators and interpreters. After the presentation, they will be available to meet and greet participants. **Bring business cards and resumes.**

Afternoon Session
2:00 – 5:00  Finance & Sales for Freelancers: Pricing Yourself Based on Facts, NOT Against a Global Market – **Jon Ritzdorf**
Participants will be lead through a formula for calculating their rates (hourly and per word) based on solid facts rather than just comparing yourself against others. Fill out attached form and bring it to this presentation.

Sunday - 9:00 – 9:45  Registration and Continental Breakfast

Morning Session
10:00 – 1:00  Apples and Oranges: A Comparative Examination of Spanish – English Contracts – **Robert Sette**
This session will examine standard contract terminology and concepts in English, with reference to counterparts in Spanish. Specific emphasis will be given to the anatomy of a “typical” contract, forms of doing business, bonds, and commonly mistranslated phrases/concepts.

Meet and Greet Lunch (included)
1:00 - 2:00
Participants will have the opportunity to meet translation company representatives from the New York and New Jersey area. Each representative will have a few moments to talk about their company and what they expect from current and future translators and interpreters. After the presentation, they will be available to meet and greet participants. **Bring business cards and resumes.**

Afternoon Session
2:00 – 5:00  Conference Interpreting 101 – **Ewandro Magalhães**
A review of its historical development and techniques, as well as the emotional and language requirements. Subjects covered include: stress management, teamwork, market overview, professional ethics, and related equipment.

**Workshop Fees:**
There is no charge for John Jay College students to participate in the Workshop.
However, students need to pay $15.00/day to participate in the Meet and Greet Luncheon.
Students must fill out and mail registration form together with a check for $15.00 or $30.00 (one or both days of workshop).

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**Registration Form**
Please fill out information below, detach and mail with a check made payable to: The New York Circle of Translators, P.O. Box 4051, Grand Central Station, New York, NY 10163-4051, Attention: Lori Colman, President-Elect.

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<th>Saturday Session</th>
<th>Sunday Session</th>
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NYCT Member: Yes ☐ No ☐ ☐
John Jay Student: Yes ☐ No ☐