



REMOTE INTERPRETING

NEW MEXICO COURTS



RULES

- ▶ Judge will explain the ground rules for the courtroom
- ▶ Judge will let the parties know there is an interpreter and explains what should be done and what should not be done. Such as: speaking in short phrases and taking turns to allow the interpreter to interpret everything that is said
- ▶ Administer the oath to the interpreter and performs a sound check



STATE OF NEW MEXICO COURTS

The Judicial Branch of New Mexico

Bench Card: Video Remote Interpreting - Spoken Languages

HOW IT WORKS

SIMULTANEOUS INTERPRETING

- The interpreter will connect to your courtroom through your Polycom *and* a phone.
- The interpreter will interpret simultaneously everything that's being said in the courtroom to the LEP party through the phone. The court will not be listening to the non-English simultaneous interpretation.
- Whenever the LEP party speaks, the interpreter will switch to consecutive interpreting. The interpreter will use the Polycom to interpret into English the LEP's testimony in consecutive mode. The parties should avoid long statements and must pause to allow time for the interpretation.

CONSECUTIVE INTERPRETING

- The interpreter will connect to your courtroom through your Polycom or the phone.
- The interpreter will interpret consecutively everything that's being said in the courtroom to the LEP party and the court through the Polycom system or the phone. The court/parties should avoid long statements and must pause to allow time for the interpretation.

ATTORNEY-CLIENT COMMUNICATION:

- The judge and opposing parties will need to remove themselves from the courtroom. Alternatively the LEP party and attorney can move to chambers and use a phone to call the interpreter. This will be in consecutive mode.

- Inform the parties that the hearing will be conducted with the interpreter appearing via video.
- Explain the role of the interpreter to the LEP party.
- Perform a sound check, to include allowing the interpreter and LEP party to assess whether they can hear and understand each other.
- Ask the interpreter to spell his/her name for the record.
- Administer the interpreter's oath.
- Open any statement to the interpreter with "Mr./Ms. [interpreter name]" to alert the interpreter he/she is being addressed.
- Instruct all participants to speak directly into the microphone clearly and in short complete sentences and to identify themselves each time they speak.
- Ensure that only one person speaks at a time and that there are no competing noises.
- Allow the interpreter to request repetitions and or clarifications if necessary.
- Instruct all participants to immediately alert the court if they are unable to hear or understand the participant who is speaking, or if the equipment they are using is not working properly.
- Instruct staff to notify AOC Language Access Services immediately if any issues arise.

CONTACT YOUR LAS COORDINATOR IF YOU HAVE ANY QUESTIONS

VIDEO SIMULTANEOUS INTERPRETING





VIDEO SIMULTANEOUS INTERPRETING

Video Connection Modes Available

(You may request an RI test before your hearing)

- GoToMeeting
- Polycom connection from court to computer, lap top, or mobile device – requires a virtual meeting room number [VMR]; please contact your coordinator for assistance
- Polycom connection from court to court
- Google Hangouts
- Other



VIDEO SIMULTANEOUS INTERPRETING

How it works for *spoken* languages

- ▶ The non-English speaker (NES) and interpreter will each require video connection with a microphone and camera in addition to a phone line
- ▶ Other parties may connect to the platform by either video or phone
- ▶ Participants should **mute** their devices when entering the meeting to avoid additional feedback

VIDEO SIMULTANEOUS INTERPRETING

- ▶ The interpreter will interpret simultaneously to the NES over the separate phone line while the video microphone on the interpreter's side is on mute
 - ▶ There are phone headsets available if the NES is appearing from the court. Please contact your coordinator
- ▶ The interpreter will only unmute the video microphone to either interpret consecutively back to the court or to address the court



VIDEO SIMULTANEOUS INTERPRETING



SIMULTANEOUS INTERPRETATION DEMO



VIDEO SIMULTANEOUS INTERPRETING

How it works for *sign language*



- The deaf/hard-of-hearing client and interpreter each must have video connection with a camera. The interpreter also requires a microphone
- Other parties may connect to the platform by either video or phone
- The interpreter will interpret simultaneously to the deaf/hard-of-hearing client through video and simultaneously interpret back to the court when the deaf client signs. No microphone muting is necessary

VIDEO CONSECUTIVE INTERPRETING





VIDEO CONSECUTIVE INTERPRETING

Video Connection Modes Available

(You may request an RI test before your hearing)

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- Polycom connection from court to computer, lap top, or mobile device – requires a virtual meeting room number [VMR]; please contact your coordinator for assistance
- Polycom connection from court to court
- Google Hangouts
- Other



VIDEO CONSECUTIVE INTERPRETING

How it works for *spoken* languages

- ▶ The non-English speaker (NES) and interpreter will each require video connection with a microphone and camera
- ▶ Other parties may connect to the platform by either video or phone
- ▶ Participants should **mute** their devices when entering the meeting to avoid additional feedback



VIDEO CONSECUTIVE INTERPRETING

- ▶ The interpreter will interpret consecutively to the NES and other speakers

**Please note: The interpreter should interpret between every speaker. For example, if the judge asks counsel a question, the question should first be interpreted, then counsel replies and response is interpreted



VIDEO CONSECUTIVE INTERPRETING

How it works for *sign language*

- ▶ The deaf/hard-of-hearing client and interpreter must each have video connection with a camera
- ▶ Other parties may connect to the platform by either video or phone
- ▶ The interpreter will interpret consecutively between to the deaf/hard-of-hearing client and other speakers

**Please note: The interpreter should interpret between every speaker. For example, if the judge asks counsel a question, the question should first be interpreted, counsel replies and response is interpreted

CONSECUTIVE INTERPRETATION DEMO



CONSECUTIVE INTERPRETING BY PHONE OR A COMBINATION OF PHONE AND VIDEO (FOR SPOKEN LANGUAGES ONLY)



AND/OR





CONSECUTIVE INTERPRETING BY PHONE OR A COMBINATION OF PHONE AND VIDEO (FOR SPOKEN LANGUAGES ONLY)

Video Connection Modes Available

(You may request an RI test before your hearing)

- GoToMeeting
- Polycom connection from court to computer, lap top, or mobile device – requires a virtual meeting room number [VMR]; please contact your coordinator for assistance
- Polycom connection from court to court
- Google Hangouts
- Other



CONSECUTIVE INTERPRETING BY PHONE OR A COMBINATION OF PHONE AND VIDEO (FOR SPOKEN LANGUAGES ONLY)

How it works for spoken languages

- ▶ All parties are allowed to connect via their equipment of choice (phone or video)
- ▶ The interpreter will interpret consecutively between NES and other speakers

**Please note: The interpreter should interpret between every speaker. For example, if the Judge asks counsel a question, the question should first be interpreted, then counsel replies and response is interpreted



► For more information visit:

► nmcourts.gov/news.aspx

► ncsc.org



Thank you