

Filozofická fakulta Univerzity Palackého

Katedra anglistiky a amerikanistiky

**Translating on the Regional Level in the
Czech Republic: Process and Terminology
Standardization**

Bakalářská práce

Olomouc 2017

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**Překlad na krajské úrovni v České republice:
Proces a standardizace terminologie**

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Czech Republic: Process and Terminology
Standardization**

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Olomouc 2017

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V Olomouci dne

Poděkování:

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Abstrakt

Předmětem této bakalářské práce je zmapování překladatelského procesu krajských úřadů krajů České republiky při vytváření anglických verzí webových stránek, se zvláštním důrazem na konzistenci terminologie z oblasti územní samosprávy.

Teoretická část je tvořena čtyřmi kapitolami. První se zabývá základními pojmy v terminologii, druhá standardizací terminologie ve vybraných institucích. Třetí kapitola se zabývá terminologií v Evropské unii. V této kapitole je představeno Generální ředitelství pro překlad, a především jeho oddělení TermCoord, které se stará o terminologii v EU a hlavně o terminologickou databázi IATE, která je také představena. V poslední kapitole teoretické části jsou představeny kraje České republiky.

Praktická část je rozdělena na dvě kapitoly. V první kapitole je sestaven glosář dvaceti termínů z oblasti státní správy a jsou představeny jejich překlady vytvořené jednotlivými kraji a porovnáván s oficiálními překlady různých zdrojů: terminologická databáze Evropské unie IATE, terminologická databáze české vlády ISAP, databáze dokumentů Evropské unie EUR-lex a Česko-anglický právní slovník (Chromá 2003). V druhé části je vyhodnocen dotazník zasláný krajským úřadům týkající se procesu překladu webových stránek. V závěru jsou vyhodnoceny všechny získané informace a také jsou stručně navrženy opatření pro optimalizaci.

Klíčová slova: IATE, ISAP, terminologie, standardizace terminologie, překlad, kraje, veřejná správa

Abstract

The subject of this thesis is the documentation the translation process of the Regional Authorities in the Czech Republic during the creation of the English versions of their websites with special emphasis on the consistency of terminology in the area of public administration.

The theoretical part consists of four chapters. The first deals with terminology and its basic concepts, the second with terminology standardization in selected institutions. The third deals with terminology in the European Union. This chapter introduces the Directorate-General for Translation, and especially its department TermCoord, which takes care of the terminology in the EU and especially the terminology database IATE, which is also presented. In the last chapter of the theoretical part, the regions of the Czech Republic are presented.

The practical part is divided into two chapters. In the first chapter, a glossary of twenty terms from the field of public administration is compiled, their translations created by individual regions are presented and compared with the official translations by various sources: the terminology database of the European Union IATE, the terminology database of the Czech government ISAP, the database of documents of the European Union EUR-Lex, and the Czech-English Legal Dictionary (Chromá 2003). In the second part, a questionnaire sent to the Regional Authorities about their translation process is evaluated. In the conclusion, all of the information obtained is evaluated and also some measures for improvement are suggested.

Key words: IATE, ISAP, terminology, standardization of terminology, translation, regions, public administration

List of Abbreviations

DGT	Directorate-General for Translation
EU	European Union
EUTERPE	European Terminology for the European Parliament
IATE	InterActive Terminology for Europe
ISAP	Information System for the Approximation of Law
ISO	International Organization for Standardization
TDB	Terminology Database
TermCoord	Terminology Coordination Unit

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1. Introduction

Standardization of official terminology in government and lawmaking has been one of the most influential issues in terminology and translation. Since the Czech Republic joined the European Union in 2004, there is an effort to make information available not only in Czech, but also in English so that all the citizens of the European Union can understand it. Ideally terms should be consistent all across the board, so it is not confusing. "The purpose of linguistic standardization is to facilitate and expedite the communication of information" (Bowman 1997, 149). The quality of the translations should be guaranteed and facilitated by the ISO standards published by the International Organization for Standardization. As Wright and Budin state, these standards are made to provide a wide set of rules for quality assurance (2001, 868).

For the purpose of standardization, the Directorate-General for Translation of the European Union created the terminology database IATE, so that terminology in the European Union would be consistent. "The creation of multilingual databases by official bodies. . . have become a point of reference for various countries and favour international exchange. In this respect EURODICAUTOM [the predecessor of IATE], the data bank of the European Union, stands out because of its important role in Europe" (Cabr  1999, 24).

As people go to the Czech Republic to live, study, work or on business, they need to have information available for them not just on the national level but also on the local level, i.e. municipality and regional level.

The aim of this thesis is to find out whether the translation of terms concerning government and lawmaking by Regional Authorities of the Czech Republic is consistent with the official translations in IATE, dictionaries and other sources. I also try to map out the process of translation of these Regional Authorities by the means of a questionnaire sent out to them. Because internal documents are not accessible, the main source of terms are the English versions of websites of the Regional Authorities.

The thesis is divided into six chapters. The first chapter deals with basic concepts terminology. In the second chapter, I write about terminology standardization in

selected institutions. The third chapter deals with the terminology database of the European Union IATE. I discuss TermCoord, its history, the people who make it, its purpose and functions, and how it works. The fourth chapter deals with the regions of the Czech Republic. It sums up their history, the structure of the regional governments and history of regional administration in the Czech Republic.

In the fifth chapter a glossary of 20 terms from public administration terminology is compiled and its translations from Czech to English are compared. The translation compared are the translations of each of the regions, the Association of Regions of the Czech Republic, the IATE terminology database, the official terminology database of the Czech government ISAP, various dictionaries and EUR-Lex.

The sixth chapter is the evaluation of the questionnaire sent to the regional governments. Through this questionnaire I try to map out the process of translation into English in all of the regions. Specifically, who translated their websites and whether they adhered to the terminology database IATE or any other official source.

With this thesis, I aim to map the translation process on the regional level in the Czech Republic and to find out whether the regions are consistent in their use of terminology.

2. Basic Concepts of Terminology

This chapter deals with terminology. First, it explains what is a term and what are the requirements for a word to be considered a term. Then, the word terminology and its three meanings are explained. The main focus of this chapter is standardization of terminology. The last part deals with terminology databases.

2.1 Terms and Terminology

Generally, terminologists agree on how a term can be defined. Tim Cooper of the Directorate-General for Translation defines term as: "A designation of a defined concept in a special language by linguistic expression" (2001). Dubuc defines it as: "A word or an expression that designates a concept specific to a subject field and the corresponding object in the world" (1997, 38). Both these definitions are very similar. A term should be unambiguous, clearly defined, belonging to a single field and should not be emotionally expressive (Cabr  1999, 206). Terms are studied by a discipline called terminology.

Terminology can have three meanings. It can mean a theoretical discipline which is concerned with terms, in which case it is defined as: "A discipline aimed at systematically identifying specialized terms in the context in which they are used, analyzing the concepts they represent in that context, and creating and standardizing terms if need be, to meet the user's need for means of expressions" (Dubuc 1997, 4). The second meaning is the set of terms for one particular field: "the set of special words belonging to a science, an art, an author, or a social entity" (Pavel 2001, xvii). The third is the set of practices and methods used for the collection, description and presentation of terms (Sager 1990, 3). The practical gathering of terms is called terminography. Terminography involves gathering, systematizing, and presenting terms from a specific branch of knowledge or human activity (Cabr  1999, 115).

2.2 Standardization of Terminology

The International Organization for Standardization defines standardization as:

The process of formulating and applying rules for an orderly approach to a specific activity for the benefit and with the co-operation of all concerned, and in particular for the promotion of optimum overall economy taking due account of functional conditions and safety requirements (Sanders 1972, 17).

Standardization of terminology is one of the most important parts of terminology work. The reason of employing a terminologist and managing a terminology database is to have consistency of terminology across all documents. Standardization is only used in specific fields and does not usually apply to general language. "The purpose of terminology standardization is to aid communication in special languages, and is not applied to the vocabulary of the general language" (Cabré 1999, 201). While generally this is more usual in fields like technology, law or medicine, it is important in other fields as well. Standardization of terminology can be either voluntary or compulsory (Bowman 1997, 147). Standardization of terminology is necessary if there is polysemy, abundance of synonyms for one term, the existing term is not appropriate (that means that there has been a shift in meaning of the term) or there is new reality that needs to be described (Bowman 1997, 153 – 157).

Standardization of terminology has to be planned and done by a consensus of experts in the field concerned. Standardization of terminology is done by an organization with the proper authority to do so, for example a government organization, an organization of experts in a given profession, or an organization specifically focused on standardization, like the International Organization for Standardization (ISO). More about ISO can be found in the next chapter. It is usually carried out by experts in the given field and not terminologists (Bowman 1997, 151 – 152).

With the speed of progress today, it is now more important than ever to standardize terminology, as new things are invented every day and there needs to be a system when it comes to naming them to avoid confusion and ambiguity (Cabré 1999, 194). There are three main reasons for standardization today. The first one is to choose one term from several synonyms. The second is to define

new and evolving concepts and the third is to differentiate related concepts (Bowman 1997, 150).

2.3 Terminology Databases

Terminology databases, also known as terminology banks, are a crucial part of terminology management. "A terminological data bank is a structured collection of information about the units of meaning and designation of a special subject field addressed to the needs of a specific group of users" (Cabré 1999, 176).

At first, terminology databases were paper based, but today the majority of terminology databases is computer based. Their role is becoming more important every day as computers are becoming a necessary tool for terminologists. Compared to paper based terminology databases, computer based ones have many advantages. They are much more easily manageable, using them is much easier, they can be shared with colleagues, are portable, and can be put up on the Internet.

A terminology database is composed of terminological records. A term record usually contains this information: the term, definition, subject field, sources for all the information and ID number for the term record. There is a lot of additional information that can be included: grammatical category, context, notes of the creator of the term, reliability or status of the term (Cabré 1999, 184). Terminology databases can be monolingual, bilingual or multilingual. Monolingual terminology databases are only done in one language, whereas bilingual or multilingual databases have all the information in two or more languages.

Terminology databases are also vital for translators, who usually use bilingual or multilingual databases. Examples of terminology databases are: IATE, ISAP and Microsoft Language Portal. These are a valuable and trusted resource for terminologists and translators.

3. Standardization of Terminology and Quality Assurance in Selected Institutions

This chapter deals with standardization of terminology and quality assurance efforts in selected institution. First the International Organization for Standardization, then standardization efforts by the Czech government and quality assurance in selected Czech institutions and lastly, standardization of terminology and quality assurance in the European Union.

3.1 International Organization for Standardization

Standardization is not a trend just in terminology, but in a lot of other fields. This is facilitated by the International Organization for Standardization (ISO). ISO is a non-government international organization that is active in 164 countries. This organization was founded in 1947. Its headquarters are in Geneva, Switzerland. They provide standards in a vast variety of fields. These standards are developed by experts from the field concerned, and then a vote is taken in whether or not a standard is approved (ISO 2017a).

The most important standards concerning terminology and terminology management are:

- **ISO 704** establishes the principles and methods of terminology work, preparing and compiling terminologies both inside and outside the framework of standardization, and describes the links between objects, concepts, and their terminology representations. It also establishes general principles governing the formation of designations and the formulation of definitions. The newest edition is from 2009 (ISO 2017b).
- **ISO 860** specifies a methodological approach to the harmonization of concepts, concept systems, definitions and terms. It deals with development of harmonized terminologies. The newest edition is from 2007 (ISO 2017c).
- **ISO 10241** has two parts:
 - *Part 1* specifies requirements for the drafting and structuring of terminology entries in standards, exemplified by terminology entries in ISO and IEC documents. This part was published in 2011 (ISO 2017d).

- *Part 2* deals with the introduction of standardized terminology entries into other cultural and linguistic environments, and in particular the adoption of internationally standardized terminology entries by regional and national standardizing bodies. This part was published in 2012 (ISO 2017e).

These are not the only ISO standards that are important to a terminologist. Standards concerning translation are also very important as these two professions are interconnected. The ISO 17100 standard provides requirements for the core processes, resources, and other aspects necessary for the delivery of a quality translation service that meets applicable specifications. The newest edition of this standard is from 2015 (ISO 2017f).

3.2 Terminology Standardization Efforts by the Czech Government

The Czech government has created a terminology database on the ISAP (Information system for implementation of EU regulations) website that contains terms from a variety of fields. It is managed by the Communications Department of the Office of the Government of the Czech Republic; however, all government institutions contribute. It is available to everyone for free, however some information and editorial rights are available only to employees of the government after logging in (ISAP 2017a). It works with four languages – Czech, English, French and German. Sometimes not all languages are available. A term can be either binding or auxiliary. The name of the author and the institution they are from is always listed. Sometimes there is additional information like definition, field or notes of the author. The terms are from various fields connected to EU regulations like the environment, food, economics, agriculture, politics and medicine. There are about 14 000 entries (ISAP 2017b).

3.3 Quality Assurance by Czech Institutions

In his paper *Quality Aspects in Institutional Translation in the Czech Republic*, Tomáš Svoboda tries to map out the process of translation, terminology management and quality assurance in several Czech institutions: Czech National

Bank, Czech Social Security Administration, Czech Statistical Office, General Directorate of Customs, Ministry of Foreign Affairs, and Ministry of Industry and Trade. In this paper, he describes their translation units, mainly the number of employees, terminology management and translation tools. All of these institutions have an internal translation service. It usually consists of only a few members. Generally, these translation units have large volumes of pages to translate. If they are not capable of meeting the deadlines, they outsource the work to translation agencies. Sometimes these units also provide interpretation services. The use of internal terminology databases and translation tools varies depending on the institution. His findings suggest that quality assurance is not these institutions' main objective (Svoboda, 2014).

3.4 Standardization of Terminology by Regional Authorities of the Czech Republic

As of right now, the regions do not cooperate on standardization of terminology. However, there has been some effort from the Association of Regions. When I was collecting answers for my questionnaire, I had a phone conversation with Ing. Eva Vrbová, MPA, who is the head of the Department of International Relations. She said that in 2003 the Association wanted to standardize terminology, however the regions were not interested and wanted to do the translations independently. The only result of this effort was a study made by Jeffrey Vanderziel, B.A. of the English Department of the Masaryk University in Brno. Mrs. Vrbová sent me this study. This study only concerns the names of the regions and their standardization. He also wrote that, according to him, the correct translation of *hejtman* should be *Governor*. The regions do not respect these translations and do not use them.

3.5 Standardization of Terminology and the European Union

Standardization in all fields, not just terminology, is vital to the European Union (EU). The citizens of the EU have the right to communicate with EU staff in one of the official languages of the EU (European Commission 2014, 3). The primary goal of the EU is standardization within the organs of the EU, like the Parliament, Commission etc. Standardization of terminology in the EU in

facilitated by the Directorate-General for Translation, more specifically its department TermCoord (Terminology Coordination Unit). For this specific purpose the terminology database IATE was created. More about IATE and TermCoord can be found in chapter 4.

3.5 Quality Assurance in the European Union

In her thesis, Gabriela Kadlecová tries to describe the quality assurance process in the Directorate-General for Translation (DGT). In the post translation phase of the translation process, two mechanisms are used to assure quality: translation quality control and translation quality assessment (Kadlecová 2015, 220).

All the translated documents are checked for mistakes. The types of mistakes that are checked fall into these categories: meaning, omitting information, adding information, terminology, compliance with reference documents, grammar, typographical errors, punctuation errors, comprehensibility, stylistic preference and format (Kadlecová 2015, 223 – 224).

Evaluation of translations is only done when the translation is done by an external contractor or an internal translator, who has been in the DGT for less than a year. The evaluation is done by a translator in the DGT and the result is a grade, plus sometimes a short feedback. For external contractors, this evaluation decides whether the DGT will cooperate with the translator again. For internal translators, the evaluation is the key factor for whether the translator will be offered a permanent contract with the DGT. However, all the translators in the DGT have to undergo annual review of their work (Kadlecová 2015, 228 – 231).

Kadlecová also compares the translations done by external contractors with those done by internal translators. Translations done by external contractors tend to have more mistakes in legislative documents (regulations, directives) than internal translators. This is due to the fact that external contractors do not have the same access to all the resources as internal translators. When translating documents concerning communication with the public (brochures, press releases) the amount of mistakes done by both groups is similar (Kadlecová 2015, 233 – 237).

4. Terminology Management in the European Union

In this chapter the translation process in the EU is explained, with special focus on terminology management. In the first part, the translation service for the European Union – the Directorate-General for Translation is briefly introduced. Then the part of the Directorate that deals with terminology management – TermCoord is described, with focus on their history and job description. Next, the history of terminology management efforts by the EU is dealt with. The last part is about the terminology database of the European Union IATE.

4.1 Directorate-General for Translation

Multilingualism has been a key part of the European Union since the beginning and the objective of the EU is clarity for all of its citizens, regardless of their native language. From the start, the EU decided that all of the languages of its members would be official languages. This was ensured by the first regulation ever of the European Community (the predecessor of the European Union) in 1958. There were only four official languages back then (Italian, German, French and Dutch). To keep this promise of multilingualism, a translation service had to be set up (European Commission 2014, 2).

Directorate-General for Translation (DGT) is one of the biggest translation services in the world. It was created on January 1st 2002. Its headquarters are located in Luxembourg and Brussels. It works in 24 languages. The most used language is by far English. Other popular languages include French, German, Italian and Spanish. Today it has about 2,500 employees. The amount of pages they translate is constantly rising. Sometimes DGT uses contractors, if the amount of work is too much to handle (European Commission 2014, 6 – 8).

Besides translating, DGT helps the European Commission and other institutions in other fields. It edits original documents drafted by the members of the Commission and others, because the author may not have created the document in their native language. It also helps with multilingual websites and language management (European Commission 2017a).

Contrary to popular believe, DGT does not translate every document to every language. In fact, documents are translated into just the languages that are needed. A committee can choose to work only in one or two languages. However, legislature such as directives and regulations are translated to all languages as citizens have the right to have them in their native language (European Commission 2010, 56).

DGT also provides traineeships for aspiring translators. These traineeships last about five months and all the trainees receive a scholarship to help them with their expenses. They are assigned to the section which translates their native language. They learn from the in-house translators of the DGT and translate texts into their native language from at least two other official languages of the EU. There are two traineeship cycles every year (European Commission 2014, 20).

DGT works with a translation system called Euramis (European Advanced Multilingual Information System), which compiles all the necessary tools for the translators including IATE, EUR-lex, machine translation and a massive internal translation database of DGT (European Commission 2014, 11 – 12).

4.2 TermCoord

TermCoord or The Terminology Coordination Unit of the Directorate-General for Translation of the European Parliament is a service set up by the European Parliament in 2008 to coordinate the work for IATE. At that time, it had only three members. Today their main objective is to facilitate terminology for translators working in the Directorate-General for Translation and to coordinate cooperation with the European Parliament and other institutions of the EU. It also provides seminars and workshops for translators and terminologists from all over the world, not just those working in DGT. In order to stay up to date, TermCoord cooperates with a large number of universities, international bodies and experts (TermCoord 2017a).

As part of the cooperation of the European institutions, TermCoord created EurTerm, which is an Interinstitutional Terminology Portal, accessible only to EU employees, where EU institutions share resources (TermCoord 2017b).

TermCoord also provides traineeships for university graduates. The trainees can choose from two main fields: Terminology or IT and Communications. These traineeships usually last about three months and the trainees receive a scholarship to help them with their expenses (TermCoord 2017c).

In 2011 TermCoord created wikis in all the official languages to facilitate cooperation between translators and terminologists across all languages and institutions (TermCoord 2017d).

4.3 History of Terminology Management in the European Union

In the beginning of the EU, terminology management was all done on paper by the Division of Terminology. Its employees printed out glossaries and distributed to the translators along with paper dictionaries. The first attempt at a real terminology database was made by Rodolfo Masias, it was called dBase and it only contained six languages (TermCoord 2017d).

The first proper predecessor of IATE was called EUTERPE (European Terminology for the European Parliament) and was created in the 1980s, when the Terminology division merged with IT services. It was created simultaneously with Eurodiacom, which was created by the European Commission. During this time, there was no consistency and every department of the European Union dealt with terminology on its own and had its own terminology database (TermCoord 2017d).

The database itself was created in 2002 and has been operational since summer 2004 and open to public since 2007. In 2008 a separate division of the DGT: Terminology Coordination Unit was created to coordinate work for IATE (TermCoord 2017d).

4.4 IATE

Today IATE works in 24 official languages of EU and Latin and 552 language combinations. It has terms from all fields and subjects. Right now, there are more than 8,5 million terms. It is open to public. It is mainly used by translators as a reliable source of information. The terms are added mainly by terminologists working in TermCoord and translators working in the DGT. The whole database is

accessible and can be downloaded for free (IATE 2017). The following EU institutions participate in the IATE project (TermCoord 2017e):

- The European Parliament
- The European Commission
- The Council of the European Union
- The European Court of Justice
- The European Court of Auditors
- The European Economic and Social Committee
- The Committee of the Regions
- The Translation Centre for the Bodies of the European Union
- The European Central Bank

From IATE, TermCoord has also created TermFolders, which are glossaries from specific fields that are extracted from IATE for translators that work in the DGT (TermCoord 2017f).

When searching for a term, any combination of languages can be chosen. To specify the query and find relevant results the domain of the query can be chosen. There are many domains and subdomains to choose from. You can also choose to search for a term or for an abbreviation. Queries can also be saved and the last ten queries are saved automatically.

If the term is found in the target language a wide variety of information is given:

- the domain: e.g. Regional and local authorities;
- definition + definition reference;
- notes: any additional information;
- context: the term used in an exemplary sentence;
- reliability: a numerical value + explanation (e.g. 3 – reliable);
- term reference: source of the term;
- context + context reference: the term used in an exemplary sentence + the source of the sentence;
- date the term was added;
- Term ID.

4.5 Terminology Management

To summarize this chapter, I would conclude that the European Union has a very good and comprehensive system when it comes to terminology management and standardization of terminology. A separate unit is dedicated to terminology management and an elaborate terminology database – IATE is used, regularly updated and available to public.

5. Regions of the Czech Republic

The Czech Republic has thirteen regions plus the Capital City of Prague, which is both a region and a municipality. The regions are:

- the Central Bohemia (Region): regional seat: Prague;
- the Hradec Králové Region, regional seat: Hradec Králové;
- the Karlovy Vary Region: regional seat: Karlovy Vary;
- the Liberec Region, regional seat: Liberec;
- the Moravia-Silesia Region, regional seat: Ostrava;
- the Olomouc Region: regional seat: Olomouc;
- the Pardubice Region, regional seat: Pardubice;
- the Plzeň Region, regional seat: Plzeň;
- the South Bohemia (Region): regional seat: České Budějovice;
- the South Moravia (Region): regional seat: Brno;
- the Ústí Region: Regional Seat: Ústí nad Labem;
- the Vysočina Region: regional seat: Jihlava;
- the Zlín Region: regional seat: Zlín.

The names of the regions are the official translations of The Association of Czech Regions (Asociance krajů České republiky).

5.1 History

The establishment of regions was approved in the year 1997 by the Constitutional Act No. 347/1997. The regions were established in 2000. In 2002 district authorities were abolished and a part of their duties and competences was transferred to regions, however districts themselves remain (Cogan 2003, 79).

5.2 Structure

All of the translations of the terms used here are the result of the research in the practical part. The head of a region is the President of the Region (hejtman). He is elected by the Regional Assembly (krajské zastupitelstvo), which is highest governing body of the region. The Assembly is elected in general elections by

constituents and their term is four years. Their main responsibility is to approve the budget for the region. They have the right to submit bills to the Chamber of Deputies.

From the Assembly, the Regional Council (krajská rada) is elected. The Council is the executive body of the region. It consists of the President of the Region, the Vice-President (náměstek hejtmama) and other members. Their responsibility is the financial management of the region based on the budget approved by the Assembly (Vysočina Region 2017). These are all elected bodies and their members are dependent on the results of an election.

Another important non-elected body of the region is the Regional Authority (krajský úřad). The employees of the Regional Authorities are unelected officials, whose positions are not influenced by any elections. The Authority is divided into departments and sections, each with its own responsibilities. The Regional Authority executes independent competences set to it by the Regional Assembly or the Regional Council and delegated powers, defined by the government, especially government administration (Kadečka 2003, 251).

6. Glossary

To evaluate the differences between the translations by the regions, I composed a glossary of twenty terms from the field of public administration. I chose terms that are related to regional administration, so that I would get as many translations by the regions as possible. Some terms have only one English equivalent, but a lot of terms have two or more possible translations. I compare the translations published by the regions to official translations published by IATE, ISAP, EUR-lex and the Czech-English Legal Dictionary (Chromá 2003). In the appendix, there is a table of all the terms and all the translation from all the sources. Besides the official ones, there are also translations by Lexicon, which is a computer based dictionary by Lingea and Google Translate. Google Translate is an extremely popular dictionary, so it is likely that this was a source of terminology for some of the regions.

Eleven regions have English versions of their website, two do not. I chose to not include the Capital City of Prague as the names of its institutions and authorities are different. All of the eleven regions that have English versions of their website have at least one article about regional administration, describing the authorities that govern the region, their structure, responsibilities and so on. These are an excellent source of terminology. If a region has two possible translation for one term, this fact is mentioned and both are counted as translations. If a region does not have a translation, it is not included in the glossary. Below, I compare all possible translations and try to find the most suitable one. I base my opinion on the frequency of the term and the translations by the official sources.

Hejtman – President of the Region

In IATE *hejtman* is translated as *President of the Region*. The term's reliability is 2, which means minimal reliability. The source of the term in Czech is the Act on Regions 129/2000 found on the Public Administration Portal of the Czech government. The source of the term in English is the website of the Moravia-Silesia Region, however it is interesting that now the Moravia-Silesia Region translates the term as *Governor of the Region*. In IATE it is stated that this term was created on 31st August 2016. In October 2016, after regional elections, the President of the Region changed, so a new resume for him had to be written. The author of the text probably did not respect the terminology used before. This is likely the source of the discrepancy.

There are two possible translations for this term that are used in the vast majority of cases: *President (of the Region)* or *Governor (of the Region)*. All eleven regions translated *hejtman*.

- **President of the Region: 7/11 = 64%.** Out of eleven regions, seven used *President of the Region*, or its variants like *Regional President*. This is also used in IATE, ISAP and the Association of Regions.
- **Governor of the Region: 5/11 = 46%.** Five regions used Governor or its variants. Out of these, two (Liberec Region and the Moravia-Silesia Region) use both *Governor* and *President*. This translation is supported by EUR-lex.

The only region not using one of these two options is the Karlovy Vary Region, which uses *Commissioner of the Region*. There is also *Chief Executive Officer (of the Regional Authority)* which is used by Chromá in her Czech-English Legal Dictionary, but not anywhere else.

In conclusion, the most suitable choice appears to be *President of the Region*, not only is it the most popular choice, it is also the official translation of IATE, ISAP and The Association of Regions.

Náměstek hejtmana – Deputy President of the Region

There is no translation for *náměstek hejtmana* in IATE, but there is the translation for *náměstek*, which is *Deputy*. In ISAP the translation is *Deputy President of the Region* and in EUR-lex it is *Deputy of the President of the Regional Council*. Ten

regions translated *náměstek hejtmana*. The regions have two possible translation: *Deputy* and *Vice-(Governor or President)*.

- **Deputy: 6/10 = 60%.** Most Regions have *Deputy* as their translation. This option is also supported by all the official sources.
- **Vice-(Governor/President): 4/10 = 40%.** Some regions chose the prefix *Vice-* as their translation.

Deputy seems as the most suitable choice, as it is used by most regions and all the official sources.

První náměstek hejtmana – First Deputy President

Although *náměstek hejtmana* and *první náměstek hejtmana* should have the same translation, with adding *First*, in practice it is not so and they differ a lot. More on how much they differ in each region can be seen in the table in the Appendix. Nine regions translated *první náměstek hejtmana*.

- **Vice-: 7/9 = 78%.** *First Vice President* is used in seven regions. This is much more than in *náměstek hejtmana*. Plzeň Region has *Statutory Vice-President*, which distinguishes it from *náměstek hejtmana*.
- **Deputy: 2/9 = 22%.** Only two regions have *Deputy*, which is much less than that in *náměstek hejtmana*.

Although *Deputy* is used much less than the prefix *Vice-*, I still believe that *First Deputy President* should be the right translation as it would be consistent with *Deputy President of the Region*.

Krajské zastupitelstvo – Regional Assembly

In IATE, *krajské zastupitelstvo* is translated as *Regional Council*, however the reliability of this term is 1, which means this term has not been verified. There is also no source and no context given. The term has been added in 2001.

Besides *Regional Council*, the other possible translation is *Regional Assembly*. All eleven regions translated *krajské zastupitelstvo*.

- **Regional Assembly: 9/11 = 82%.** The vast majority of regions and the Association of Regions chose *Regional Assembly* as their translation.

- **Regional Council: 1/11 = 9%.** Only one region chose *Regional Council* (the Ústí Region). While this choice seems unpopular, it is supported by all official sources: IATE (even though here it is unverified), ISAP (here it is a binding term) and Czech-English Legal Dictionary.

The only region who did not choose one of these terms is the Zlín Region, which chose *Board of Representatives*.

In my opinion *Regional Assembly* should be considered the correct translation. Almost all the regions use it and trying to change it would cause confusion. While the official sources all agree on *Regional Council*, the reliability in IATE is weak and not supported by sources or context.

Krajská rada – Regional Council

In IATE there is no translation for *krajská rada*, however *rada* in general is translated as *Council*. The regions agree with this. All eleven regions translated *krajská rada*.

- **Regional Council: 10/11 = 91%.** All of the regions but one and the Association of Regions chose *Regional Council*, or some of its derivatives (*Council of ... Region*). This is supported by EUR-lex and at least partially by IATE.
- **Board of the Regional Council: 0/11 = 0%.** This term is used in ISAP and it is binding. There, *Regional Council* is the translation of *krajské zastupitelstvo*. This translation is also supported by Chromá.

Only one region did not choose one of these two options. The Ústí Region chose *Board of Councilors*.

Here, *Regional Council* seems as the most suitable translation. It is the one most used by the regions. If *Board of the Regional Council* were used than *krajské zastupitelstvo* would have to be translated as *Regional Council*.

Krajské město – Regional Seat

There is no official translation for *krajské město*. The regions have three possibilities: *Seat*, *Regional City* and *Regional Capital*. Ten regions translated *krajské město*.

- **Seat: 4/10 = 40%.** Four regions chose *seat*.

- **Regional Capital: 4/10 = 40%.** Four regions have *Regional Capital*.
- **Regional City: 2/10 = 20%.** Only two regions chose *Regional City*.

At this point I cannot choose the more suitable option, further analysis would be required to make an informed choice.

Krajský úřad – Regional Authority

Krajský úřad does not have an official translation in IATE.

The most used translation for *krajský úřad* is *Regional Authority*. The other one is *Regional Office*. All eleven regions translated *krajský úřad*.

- **Regional Authority: 9/11 = 82%.** The vast majority of regions uses *Regional Authority*. It is also the translation used in ISAP, EUR-lex and Czech-English Legal Dictionary.
- **Regional Office: 2/11 = 18%.** This translation is used only in two regions (Zlín, Karlovy Vary), plus the Association of Regions.

No other translation was used.

In my opinion *Regional Authority* is clearly the most suitable choice. It is by far the most used and the only one used in dictionaries and official sources.

Ředitel krajského úřadu – Director of the Regional Authority

There is no translation for *ředitel krajského úřadu* in IATE. The regions use two possibilities: *Director of the Regional Authority* or *Chief Executive Officer of the Regional Authority*. Ten regions translated *ředitel krajského úřadu*.

- **Director of the Regional Authority: 7/10 = 70%.** The majority of regions use this translation. This is also supported by ISAP, where it is a binding term.
- **Chief Executive Officer of the Regional Authority: 2/10 = 20%.** Two regions use this translation and so does Chromá.

The only region not using one of these two translations is the Zlín Region, which uses *Director of the Regional Office*.

Director of the Regional Authority would seem like the most suitable choice. It is used by most of the regions and it is supported by ISAP.

Úředník – Official

In IATE *úředník* is translated as *official*. There are a lot of possible translation in the official sources. ISAP and EUR-lex have *official* and *officer*. Chromá has these two options plus *clerk*.

In practice, two expressions are used: *officer* and *employee*. Only seven out of eleven regions have a possible translation:

- **Officer: 3/7 = 43%.** This is supported by all the official sources.
- **Employee (of the Regional Authority): 4/7 = 57%.** This is a more general translation.

In this case, *Officer* is more specific as not all *employees* are *officers*, so the translation depends on the context.

Odbor – Department: In IATE *odbor* is translated as either *department* or *section*, although *section* is used primarily in the EU government setting. *Department* is used by all the regions. All the official sources have *department* as the correct translation.

Komise – Commission

In this case *komise* is set up by the Regional Authority of a region. IATE, ISAP, EUR-lex translate *komise* as *commission*. The other possible translation is *committee*. Chromá has both as correct translations. Seven regions have

- **Commission: 4/7 = 57%.** Four regions have *commission*; this is also supported by all the official sources.
- **Committee: 6/7 = 86%.** Six regions have *committee*, out of which, three have both *committee* and *commission*.

While the regions use these translations interchangeably, there are some differences in their meaning. At this point I cannot choose the more suitable option, further analysis would be required to make an informed choice, but the most suitable translation would depend on the circumstances.

Funkční období – Term of Office

In IATE *funkční období* is translated as *Term of Office*. The source of both the English and Czech versions are the Rules of Procedure of the European Parliament. The term's reliability is 4, which means it is highly reliable. *Term of Office* is also the translation by ISAP, Chromá and EUR-lex. Eight regions had a translation for *funkční období*. The regions use three translations: *Term of Office*, *Electoral Term* and *Electoral Period*.

- **Term of Office: 3/8 = 38%.** This term is used by three regions and all the official sources.
- **Electoral Term: 3/8 = 38%.**
- **Electoral Period: 3/8 = 38%.** This term is used by three regions. The Zlín Region has both *Term of Office* and *Election Period*.

Term of Office seems like the most suitable option, because it is supported by all the official sources.

Výkonný orgán – Executive Body: All of the regions but one and the Association of Regions chose *Executive Body*. Ústí Region uses *Executive Organ*, which is, in my opinion, as a translation too literal. Chromá also has *Executive Body*. ISAP does not have either of those translations. It has *Executive Committee*, but this refers to a specific type of body.

Vyhláška – Decree

In IATE *vyhláška* is translated as *resolution*, in ISAP as *decree* and in EUR-lex as *decree* or *order*. Eight regions translated *vyhláška*. There are a three possible translations used by the regions.

- **Regulation: 4/8 = 50%.** Most regions use *Regulation*; however, this is not supported by any official source.
- **Decree: 3/8 = 38%.** Some regions use *Decree*, which is supported by the official sources.

The Ústí Region is the only region which did not use one of these options, instead they used the translation *announcement* and the Association of Regions used *ordinance*.

I would choose *Decree* as the most suitable choice. Although it is used by less regions than *Regulation*, it is supported by the official sources, whereas *Regulation* is not.

Zasedání (zastupitelstva) – Session

In IATE *zasedání* is translated as *session*, in ISAP as *meeting*. These two translations are used almost equally in official sources and the websites of the regions. Eight regions translated *zasedání*.

- **Session: 4/8 = 50%** Session is supported by IATE and Chromá.
- **Meeting: 4/8 = 50%** Meeting is used ISAP, EUR-lex and Chromá.

In my opinion both choices are correct. Both are used by the regions; both are supported by official sources and they are synonyms.

Samospráva – Self-government: The translation of *samospráva* is agreed upon by everyone as *self-government*. It is used in all the regions and official sources. Only Chromá has besides *self-government* also the translation *self-administration*.

Samostatná působnost – Independent powers

The term *samostatná působnost* is not in IATE, ISAP, EUR-lex or Chromá. For the translation of *samostatná* most regions (10/12 = 83.3%) chose the word *independent*, two (16.6%) chose *autonomous*. However, the translation of *působnost* differs a lot. Ten regions translated *samostatná působnost*.

- **Powers: 2/10 = 20%.** Two regions have *powers* as their translation.
- **Competence(s): 4/10 = 40%.** Three regions have *competence* or some of its derivations as the translation. *Competence* is also used by the Association of Regions.
- **Sphere of Action (1/10 = 10%), Authority, Functions (2/10 = 20%).** Five regions out of ten chose a different translation not repeated anywhere else.

Independent powers seems like the most suitable solution. It is used on the websites and is consistent with *Delegated Powers*.

Přenesená působnost – Delegated powers

In IATE there is no term for *přenesená působnost*, there is however, the term for *přenesené pravomoci*, which is translated as *delegated powers*. The term's reliability is 3, which means that it is reliable. The source for both English and Czech versions is European legislation. The same is used in EUR-lex and Chromá. *Přenesená působnost* is translated by ten regions.

All of the possible translations have *přenesené* as *delegated*, except for Zlín Region, which has *transferred*, however they differ a lot in *působnost*.

- **Powers: 3/10 = 30%.** Three regions have *power* or *powers* as their translation. This is supported by IATE, EUR-lex and Chromá.
- **Competence(s): 3/10 = 30%.** Three regions have *competence* or some of its derivations as the translation. *Competence* is also used by the Association of Regions.
- **Sphere of Action, Authority, Activities, Functions: 1/10 = 10%.** Four regions out of ten chose a different translation not repeated anywhere else.

Delegated powers seems like the most suitable solution. It is used on the websites and it is supported by the official sources.

Okres – District: The translation of *okres* is agreed upon by everyone as *District*. It is used in all the regions and official sources.

Obec – Municipality: The translation of *obec* is agreed upon by everyone as *Municipality*. It is used in all the regions and official sources.

6.1 Evaluation

In conclusion, there are some terms that are more problematic and more possible translations are published. In most cases, the most suitable solution can be picked. Sometimes, there are two equally good choices. Usually, there is only one or two options favored by the majority of regions, but there are cases, where there are four or more possibilities. Generally, the regions adhere to the most popular choices, but there are a few regions that did not use them. Generally, the terminology does not seem to be coordinated.

7. Translation process

In this chapter I will be evaluating the answers to the questionnaire sent out to the Regional Authorities and the Association of Regions. In this questionnaire, the regions answered questions about the process of translation of the English versions of their websites. The questions covered these topics:

- Who translated the website (whether an employee of the Authority or a translation agency).
- If the translation is done by an agency, what are the criteria set for them.
- If it is done by an employee of the Authority, whether this employee has university education in languages and if translation is this employee's main job.
- Do the regions have an internal terminology database, and if they do, what does it look like.
- Are the regions cooperating with other regions or institutions during the translation process.
- Are the translations checked by someone or is there some quality assessment.

Out of thirteen regions I sent the questionnaire to, eight responded and so did the Association of Regions. The questionnaire and the answers are both in Czech, and can be found in the appendix.

7.1 Karlovy Vary Region

For the Karlovy Vary Region, the answers were given by Ing. Lydie Stráská, who works in the Department of External Relations. In this region, all the texts are translated by a translation agency, however the Regional Authority does not choose the agency themselves. The region chose a company that created the website and is now managing it. This company chose a translation agency to create the English version of the website. The region has no internal terminology database and does not cooperate with any other region. The translation is checked by employees of the Department of Culture of the Regional Authority, who speak English. They checked whether the agency made an acceptable translation.

Generally, this region had good translations of terms, but there are a lot of grammatical mistakes.

7.2 Liberec Region

The Liberec Region has responded to my questionnaire. The answers were given by Ing. Tomáš Denis, who works as a specialist for external communication. According to his answers, the translation is done by an employee of the Regional Authority, who has a university degree in languages. Translation is not however these employee's main job. The responder did not know of the sources during translation. The region has an internal terminology database. According to his response, they use terminology agreed upon by the regions in 2000. Per the answer, however, not all the regions adhere to it. They do not cooperate with any other region; they do however check the websites of the other regions for reference. The responder does know if there is some quality control, or if the translation is checked by someone.

Generally, this region had good translations of terms and the quality of the translation is good.

7.3 Moravia-Silesia Region

For the Moravia-Silesia Region my questionnaire was answered by Bc. Barbora Golová, who works for the International Relations Section of the Regional Authority. The translation for this region is made by a combination of both a translation agency and an employee of the Authority. The employee has a university degree in languages. Translation is not however this employee's main job. The

sources used are internet dictionaries, specialized dictionaries and an internal terminology database. This database is described as an internal file. For the translation, the region cooperates with the Association of Regions. Native speakers are consulted during the translation process and after to check everything. Besides native speakers, quality is assured by the translator's own judgement and a different translator.

Generally, this region had good translations of terms and the quality of the translation is excellent.

7.4 Plzeň Region

For the Plzeň Region, the answers were given by Ing. Milan Kozel, who works in the Department of External Services. The translation for this region is made by a combination of an interpreter that has a contract with the region for longer texts and an employee of the Authority for shorter texts. The employee has a university degree in languages. Translation is not however this employee's main job. The sources used are official sources (IATE, ISAP), internet dictionaries, specialized dictionaries and the internet in general, for example, articles and websites in English. The region has no internal terminology database and does not cooperate with any other region. Quality is assured by consulting translators and native speakers.

The quality of the translation is very good, there are almost no apparent mistakes and the sentences sound natural. This is also the only region where the names of the translators are published on the website. One of the translators is René Zeithaml, who is a referent in the Department of Media Communication and the other one is Milada Soukupová, who works in the Department of External Relations. Generally, this region had good translations of terms.

7.5 South Moravia Region

For the South Moravia Region, the answers were given by Mgr. et Ing. Klára Nosková, who works in the Department for International Relations. The translation for this region is made by a combination of both a translation agency and an employee of the Authority. The region has a contract with an agency that provides them with both translation and interpretation services and the region is satisfied with their cooperation. The employee of the Authority has a university degree in

languages. Translation is not however this employee's main job. The only source of terminology are internet dictionaries. The region has no internal terminology database and does not cooperate with any other region. The quality assurance of the translation is done by an employee with knowledge of the English language and terminology concerning public administration.

The quality of the translation is very good and they had good translations of terms.

7.6 Ústí Region

The Ústí Region has responded to my questionnaire. The answers were given by Ing. Michaela Tobiášová, who works in the Department of External Services. According to her answers, the translation is done by an employee of the Regional Authority, who has a university degree in languages. Translation is not however this employee's main job. During the translation process this employee used specialized dictionaries and internet dictionaries. The region has no internal terminology database and does not cooperate with any other region. Afterwards the translation is checked by the employee's superior.

The quality of the translation of the website is very poor and there are a lot of inconsistencies in terminology. It is the only region that has *krajské zastupitelstvo* as *Regional Council*, *krajská rada* as *Board of Councilors*, *vyhláška* as *announcement* and *výkonný orgán* as *Executive Organ*.

7.7 Vysočina Region

From the Vysočina Region I received two answers, one by Mgr. Jan Skála and one by Mgr. Jiří Wyche. Both work in the Department of External Relations. The translation is done by a translation agency. When choosing this agency, the region determines the criteria for qualification and then an agency is chosen based on the price. Public award contracts are awarded every calendar year. The region is satisfied with their cooperation. However, short internal texts are done by an employee of the Regional Authority, more specifically, a member of the Department of External Relations. The employee has a university degree in languages. Translation is not however this employee's main job. During the translation process this employee used specialized dictionaries. The region has an internal terminology database, in the form of a glossary of terms in five languages. The translation agency is given access to this glossary for them to use. The region

does not cooperate with any other regions. The translation is checked by an employee of the Authority for mistakes.

The quality of the translation is very good, there are no apparent mistakes and the sentences sound natural. Generally, this region used good translations of terms.

7.8 Zlín Region

For the Zlín Region, my questionnaire was answered by Bc. Zuzana Dvořáčková, who works in the Department of External Relations. The translation for this region is made by a combination of both a translation agency and an employee of the Authority. The criteria set for the agency were speed and quality of translation. The employee has a university degree in languages. Translation is not however this employee's main job. During the translation process this employee used specialized dictionaries and internet dictionaries. The region has no internal terminology database and does not cooperate with any other region. The translation is then checked by a competent employee or, if needed, a native speaker is consulted.

The translation of the website is good, but the region terms inconsistent with the rest of the regions and the official sources. It is the only region that has *krajský úřad* as *Regional Office* and *krajské zastupitelstvo* as *Regional Board*.

7.9 The Association of Regions

For the Association of Regions my questionnaire was answered by Ing. Eva Vrbová, MPA, who is the head of the Department of International Relations. The translation is done by an employee of the Association, who has a university degree in languages. Translation is not however this employee's main job. During the translation process this employee used specialized dictionaries, websites of similar institutions and glossaries in English of Institute of the Czech Language of the Academy of Sciences of the Czech Republic (Ústav pro jazyk český Akademie věd České republiky). The Association has an internal terminology database; however, this database consists only of the names of the regions. Afterwards, the translations are not checked and there is no quality assurance.

7.10 Results and Summary

Out of eight regions, four said that the translations are done by both a translation agency and an employee of the Authority. Two said that the translations are done only by a translation agency and two said that the translations are done only by an employee of the Authority. If the translation is done by an employee of the Authority, all of the regions said that this employee has a university degree in languages, but translation is not this employee's main job. When it comes to sources, six regions said that they use specialized dictionaries, five said they use internet dictionaries and only one uses official terminology databases. Three regions have an internal terminology database. None of the regions actively cooperate with each other. Seven out of eight regions have some form of quality assurance. In the eighth case, the respondent did not know. Generally, the regions that used the services of a translation agency had better translations with less mistakes.

8. Conclusion

The aim of this thesis was to document the translation process of the Regional Authorities in the Czech Republic during the creation of the English versions of their websites and to find out whether the regions are consistent in their use of public administration terminology between each other and consistent with official terminology sources like the IATE terminology database, the official terminology database of the Czech government ISAP, various dictionaries and EUR-Lex.

The results of chapter 6 concerning the glossary show that while there are some terms that are consistent all across the board like *municipality*, *district*, *department* and others, there are a lot of terms, where there are big inconsistencies. In several cases, at least two choices exist, sometimes both used equally by the regions and both supported by the official sources. This happened with term like *President of the Region* or *Regional Authority*. In these cases, I tried to suggest the more suitable translation based on the accumulated data.

In chapter 7, I evaluated the questionnaire sent to the regions. Eight regions responded. The regions either used a translation agency or the translations were done by an employee of the Regional Authority or both. But there was no cooperation by the regions between themselves or with other institutions. Three regions have an internal terminology database. Only one region used official terminology databases as a source of terminology. While most regions used the most popular terms, the Zlín Region and the Ústí Region had terms that were inconsistent with the rest of the regions and the official sources.

In my opinion, standardization of terminology should be a priority for the regions. Standardization of terminology saves time and therefore money. It prevents confusion. If terminology is coordinated, it will have better impression on the recipients. I believe that the translations should be coordinated and terms binding for everyone should be set. This coordination could be done by the Association of Regions, as their goal is to connect the regions, but the Association does not have the authority to enforce this cooperation. Or it could be done by the Ministry of the Interior, as regions are their jurisdiction.

Standardization of terminology does not, however, seem to be a priority for the regions. A good example of an institution which considers standardization of

terminology a priority is the European Union. They have set up a service that deals with standardization of terminology – TermCoord and have created an extensive terminology database IATE, which is regularly updated. The Czech government has also created a good terminology database – ISAP. The regions could use either of these as a source of terminology, but one should be chosen and this choice respected and followed by others. While creating a department for terminology is not realistic, creating a terminology database or at least a glossary of terms is an achievable goal and it would make translation easier, more manageable, cheaper, more consistent and of higher quality.

A terminology database of public administration terms should be created. It would be managed by either by the Association of Regions or the Ministry of the Interior and the regions could contribute to it. IATE or ISAP could be used as sources for the terminology. These terms would be binding for the regions. This database should be accessible for free to the public. I believe it would be useful not just for translator who work on the English versions of the websites of the regions, but also to other translators who work in government institutions or with public administration terminology and also to interpreters who work in government institutions.

9. Resumé

Cílem této bakalářské práce bylo zmapovat překladatelský proces při vytváření anglických verzí webových stránek krajů České republiky. Hlavní důraz byl kladen na konzistenci terminologie z oblasti územní samosprávy mezi těmito kraji a oficiálními zdroji.

Vzhledem k připojení České republiky k Evropské unii v roce 2004 se do České republiky stále více stěhují lidé za prací či studiem. U těchto přistěhovalců je nejčastějším jazykem komunikace angličtina. Tito lidé potřebují přesné a konzistentní informace z různých zdrojů, nejen na vládní úrovni, ale hlavně na krajské a obecní úrovni. Pokud je jeden termín přeložen několika způsoby, je to velmi matoucí.

Práce je rozdělena na dvě části: teoretickou a praktickou. Teoretická část je rozdělena na čtyři kapitoly. První kapitola teoretické části je zaměřena na terminologii. Jsou vysvětleny tři významy pojmu terminologie a také co je to termín a požadavky na něj. Největší důraz je kladen na standardizaci terminologie, a to standardizaci terminologie obecně. Také se tato kapitola věnuje terminologickým databázím. Druhá kapitola je zaměřena na standardizaci ve vybraných institutech: Evropská unie, česká vláda a Mezinárodní organizace pro standardizaci (ISO). Třetí kapitola teoretické části je zaměřená na terminologickou práci v Evropské unii. Je zde popsáno Generální ředitelství pro překlad (DGT) Evropské unie a také TermCoord, což je sekce DGT zaměřující se na terminologii. Je zde popsána jejich historie, struktura a náplň práce. Tato kapitola se také zaměřuje na terminologickou databázi Evropské unie IATE. Popisuje se zde hlavně její vývoj a funkce. V poslední kapitole teoretické části jsou popsány kraje České republiky, jejich historie a struktura.

Praktická část je rozdělena na dvě kapitoly. V první kapitole je sestaven glosář dvaceti termínů z oblasti veřejné správy. V tomto glosáři jsou překlady nalezené na anglických verzích webových stránek krajů a také na stránkách Asociace krajů České republiky a tyto překlady jsou porovnány s překlady z oficiálních zdrojů jako IATE, EUR-lex, ISAP a jiných. Každý možný překlad je okomentován. Některé termíny byly bezproblémové, jejich překlad byl jasný a podporován všemi zdroji. Některé termíny měli dva nebo i více možných překladů. U termínů, kde je více

možných překladů, je uveden dle mého názoru nejlepší překlad. Tento výběr je podpořen argumenty.

V druhé kapitole praktické části je vyhodnocen dotazník rozeslaný krajským úřadům krajů České republiky. U každého kraje, který na dotazník odpověděl, byly shrnuty informace, které byly poskytnuty a popsán proces překladu. Hlavním tématem dotazníku bylo, zda jsou stránky překládány zaměstnancem krajského úřadu, nebo jestli bylo využito služeb překladatelské agentury, jaké byly zdroje využívané během překladu, jestli mají kraje nějakou interní terminologickou databázi, jestli kraje při překladu spolupracují s jinými kraji, nebo institucemi a jestli proběhla kontrola kvality překladu. Na dotazník odpovědělo osm krajů.

V závěru jsou vyhodnoceny výsledky praktické části a jsou doporučeny návrhy na zlepšení situace. Dle mého názoru by měla být vytvořena terminologická databáze a stanovena terminologie závazná pro všechny kraje. Toto by mohlo být uděláno buď Asociací krajů, anebo Ministerstvem vnitra. Zdrojem pro tuto databázi by mohla být IATE nebo ISAP.

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12. Appendix

Glossary

Hejtman – President of the Region

- IATE: President of the Region
- ISAP: President of the Region
- EUR-Lex: chairman, governor
- Lexicon: regional council president
- Chromá: Chief Executive Officer of the Regional Authority
- Google Translate: governor
- Association of Regions of the Czech Republic: Regional President
- Central Bohemia Region: N/A
- Hradec Králové Region: President of the Region
- Karlovy Vary Region: the Commissioner of the Region
- Liberec Region: Governor of the Region, President of the Region
- Moravia-Silesia Region: President of the Region Governor
- Olomouc Region: President of the Region
- Pardubice Region: President of the (Pardubice) Region
- Plzeň Region: President of the Region
- South Bohemia Region: N/A
- South Moravia Region: Governor of the South Moravian Region
- Ústí Region: Governor of the Usti Region
- Vysočina Region: Regional President
- Zlin Region: Governor

Náměstek hejtmana – Deputy President

- IATE: Deputy
- ISAP: Deputy President of the Region
- EUR-Lex: Deputy of the President of the Regional Council
- Lexicon: N/A
- Chromá: Deputy
- Google Translate: Deputy Governor
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A
- Hradec Králové Region: Vice President
- Karlovy Vary Region: N/A
- Liberec Region: Deputy President
- Moravia-Silesia Region: Deputy President of the Region, Deputy Governor
- Olomouc Region: Deputy
- Pardubice Region: Vice-president
- Plzeň Region: Vice-President
- South Bohemia Region: N/A
- South Moravia Region: Deputy Regional Governor
- Ústí Region: Deputy Governor
- Vysočina Region: Vice President
- Zlin Region: Deputy Governor

První náměstek hejtmana – First Deputy President

- IATE: N/A
- ISAP: N/A
- EUR-Lex: N/A
- Lexicon: N/A
- Chromá: N/A
- Google Translate: 1st Deputy Governor
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A
- Hradec Králové Region: 1st Vice President
- Karlovy Vary Region: N/A
- Liberec Region: Deputy President
- Moravia-Silesia Region: Vice President of the Region
- Olomouc Region: 1st Deputy
- Pardubice Region: First Vice-president
- Plzeň Region: Statutory Vice-President
- South Bohemia Region: N/A
- South Moravia Region: The Vice President
- Ústí Region: Vice Governor
- Vysočina Region: Vice President
- Zlin Region: N/A

Krajské zastupitelstvo – Regional Assembly

- IATE: Regional council
- ISAP: Regional council
- EUR-Lex: N/A
- Lexicon: local authority
- Chromá: Regional council
- Google Translate: regional assembly
- Association of Regions of the Czech Republic: Regional Assembly
- Central Bohemia Region: N/A
- Hradec Králové Region: Regional Assembly
- Karlovy Vary Region: Regional Assembly
- Liberec Region: Regional Assembly
- Moravia-Silesia Region: Regional Assembly
- Olomouc Region: Regional Assembly
- Pardubice Region: Regional Assembly
- Plzeň Region: Pilsen Region Assembly
- South Bohemia Region: N/A
- South Moravia Region: The Assembly of the South Moravian Region
- Ústí Region: Council
- Vysočina Region: Regional Assembly
- Zlin Region: The Zlín Region Board of Representatives

Krajská rada – Regional Council

- IATE: council
- ISAP: Board of the Regional Council

- EUR-Lex: Regional Council
- Lexicon: N/A
- Chromá: Board of the Regional Council
- Google Translate: Regional council
- Association of Regions of the Czech Republic: Regional council
- Central Bohemia Region: N/A
- Hradec Králové Region: Regional council
- Karlovy Vary Region: Regional council
- Liberec Region: Regional council
- Moravia-Silesia Region: Regional council
- Olomouc Region: Regional council
- Pardubice Region: Pardubice Region/regional Council
- Plzeň Region: Pilsen Regional council
- South Bohemia Region: N/A
- South Moravia Region: The Council of the South Moravian Region
- Ústí Region: Board of Councilors
- Vysočina Region: Regional council
- Zlin Region: council of Zlín region

Krajské město – Regional Seat

- IATE: N/A
- ISAP: N/A
- EUR-Lex: N/A
- Lexicon: N/A
- Chromá: N/A
- Google Translate: seat
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A
- Hradec Králové Region: Seat of the region
- Karlovy Vary Region: seat
- Liberec Region: regional city
- Moravia-Silesia Region: regional capital
- Olomouc Region: regional capital
- Pardubice Region: regional capital
- Plzeň Region: Seat of the Pilsen Region
- South Bohemia Region: N/A
- South Moravia Region: regional city
- Ústí Region: regional capital
- Vysočina Region: regional seat
- Zlin Region: N/A

Krajský úřad – Regional Authority

- IATE: N/A
- ISAP: Regional Authority
- EUR-Lex: Regional Authority
- Lexicon: Regional Authority
- Chromá: Regional Authority

- Google Translate: regional office
- Association of Regions of the Czech Republic: regional office
- Central Bohemia Region: N/A
- Hradec Králové Region: Regional Authority
- Karlovy Vary Region: Regional Office of the Karlovy Vary
- Liberec Region: Regional Authority
- Moravia-Silesia Region: Regional Authority
- Olomouc Region: Regional Authority of the Olomouc Region
- Pardubice Region: Regional Authority of the Pardubice Region
- Plzeň Region: Regional Authority
- South Bohemia Region: N/A
- South Moravia Region: Regional Authority
- Ústí Region: Regional Authority of the Usti Region
- Vysočina Region: Regional Authority
- Zlín Region: The Regional Office of the Zlín Region

Ředitel krajského úřadu – Director of the Regional Authority

- IATE: N/A
- ISAP: Regional Authority Director
- EUR-Lex: N/A
- Lexicon: N/A
- Chromá: Chief Executive Officer
- Google Translate: Director of the Regional office
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A
- Hradec Králové Region: Chief Executive Officer of the Regional Authority
- Karlovy Vary Region: N/A
- Liberec Region: Director of the Regional Authority
- Moravia-Silesia Region: Director of the Regional Authority
- Olomouc Region: Director of the Regional Authority
- Pardubice Region: Director of the Regional Authority
- Plzeň Region: Director of the Regional Authority
- South Bohemia Region: N/A
- South Moravia Region: Director of the South Moravian Regional Authority
- Ústí Region: Director of the Regional Authority
- Vysočina Region: Chief Executive Officer of the Regional Authority
- Zlín Region: director of the regional office

Úředník – Official

- IATE: official, civil servant
- ISAP: official, officer
- EUR-Lex: official, officer
- Lexicon: official, officer
- Chromá: official, officer, clerk
- Google Translate: official, clerk
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A

- Hradec Králové Region: officer
- Karlovy Vary Region: N/A
- Liberec Region: employee
- Moravia-Silesia Region: employee
- Olomouc Region: N/A
- Pardubice Region: officer
- Plzeň Region: employee of the Regional authority
- South Bohemia Region: N/A
- South Moravia Region: employee of the Regional authority
- Ústí Region: N/A
- Vysočina Region: officer
- Zlin Region: N/A

Odbor – Department

- IATE: service, department
- ISAP: department
- EUR-Lex: department
- Lexicon: department
- Chromá: department
- Google Translate: department
- Association of Regions of the Czech Republic: department
- Central Bohemia Region: N/A
- Hradec Králové Region: department
- Karlovy Vary Region: N/A
- Liberec Region: department
- Moravia-Silesia Region: department
- Olomouc Region: department
- Pardubice Region: department
- Plzeň Region: department
- South Bohemia Region: N/A
- South Moravia Region: department
- Ústí Region: department
- Vysočina Region: department
- Zlin Region: department

Komise – Commission

- IATE: comission
- ISAP: comission
- EUR-Lex: comission
- Lexicon: comission, committee
- Chromá: comission, committee
- Google Translate: comission
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A
- Hradec Králové Region: commission
- Karlovy Vary Region: committee
- Liberec Region: committee

- Moravia-Silesia Region: N/A
- Olomouc Region: N/A
- Pardubice Region: commission, committee
- Plzeň Region: commission, committee
- South Bohemia Region: N/A
- South Moravia Region: committee
- Ústí Region: N/A
- Vysočina Region: commission, committee
- Zlin Region: N/A

Funkční období – Term of Office

- IATE: term of office
- ISAP: period of office, term of office
- EUR-Lex: term of office
- Lexicon: term of office
- Chromá: term of office
- Google Translate: term
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A
- Hradec Králové Region: N/A
- Karlovy Vary Region: N/A
- Liberec Region: electoral period
- Moravia-Silesia Region: electoral term
- Olomouc Region: electoral term
- Pardubice Region: electoral term
- Plzeň Region: electoral term
- South Bohemia Region: N/A
- South Moravia Region: electoral period
- Ústí Region: N/A
- Vysočina Region: electoral term
- Zlin Region: term of office, election period

Výkonný orgán – Executive body

- IATE: N/A
- ISAP: executive committee, executive board, Executive Authority
- EUR-Lex: executive agent, executive body, Management Authority
- Lexicon: executive body
- Chromá: executive body
- Google Translate: executive body
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A
- Hradec Králové Region: executive body
- Karlovy Vary Region: N/A
- Liberec Region: executive body
- Moravia-Silesia Region: executive body
- Olomouc Region: N/A

- Pardubice Region: executive body
- Plzeň Region: N/A
- South Bohemia Region: N/A
- South Moravia Region: executive body
- Ústí Region:
- Vysočina Region: executive body
- Zlin Region: executive body

Vyhláška – Decree

- IATE: resolution
- ISAP: decree
- EUR-Lex: decree, order
- Lexicon: ordinance, regulation
- Chromá: ordinance, regulation
- Google Translate: regulation
- Association of Regions of the Czech Republic: ordinance
- Central Bohemia Region: N/A
- Hradec Králové Region: N/A
- Karlovy Vary Region: N/A
- Liberec Region: Regulation
- Moravia-Silesia Region: Regulation
- Olomouc Region: decree
- Pardubice Region: Regulation
- Plzeň Region: Regulation
- South Bohemia Region: N/A
- South Moravia Region: decree
- Ústí Region: announcement
- Vysočina Region: N/A
- Zlin Region: decree

Zasedání (zastupitelstva) – Session

- IATE: session
- ISAP: meeting
- EUR-Lex: meeting
- Lexicon: meeting, session
- Chromá: meeting, session
- Google Translate: meeting, session
- Association of Regions of the Czech Republic: N/A
- Central Bohemia Region: N/A
- Hradec Králové Region: meeting
- Karlovy Vary Region: N/A
- Liberec Region: session
- Moravia-Silesia Region: session
- Olomouc Region: N/A
- Pardubice Region: meeting
- Plzeň Region: N/A
- South Bohemia Region: N/A

- South Moravia Region: meeting
- Ústí Region: session
- Vysočina Region: session
- Zlin Region: session

Samospráva – Self-government

- IATE: N/A
- ISAP: (self-)government
- EUR-Lex: N/A
- Lexicon: self-government
- Chromá: self-government, self-administration
- Google Translate: autonomy, self-government
- Association of Regions of the Czech Republic: self-government
- Central Bohemia Region: N/A
- Hradec Králové Region: self-government
- Karlovy Vary Region: self-government
- Liberec Region: self-government
- Moravia-Silesia Region: self-government
- Olomouc Region: self-government
- Pardubice Region: self-government
- Plzeň Region: self-government
- South Bohemia Region: N/A
- South Moravia Region: self-government
- Ústí Region: self-government
- Vysočina Region: self-government
- Zlin Region: self-government

Samostatná působnost – Independent powers

- IATE: N/A
- ISAP: N/A
- EUR-Lex: N/A
- Lexicon: N/A
- Chromá: N/A
- Google Translate: independent powers
- Association of Regions of the Czech Republic: independent competence
- Central Bohemia Region: N/A
- Hradec Králové Region: independent authority
- Karlovy Vary Region: autonomous competencies
- Liberec Region: independent functions
- Moravia-Silesia Region: independent authority
- Olomouc Region: independent sphere of action
- Pardubice Region: independent competence
- Plzeň Region: independent functions
- South Bohemia Region: N/A
- South Moravia Region: independent competence
- Ústí Region: independent powers
- Vysočina Region: independent powers

- Zlin Region: autonomous competence

Přenesená působnost – Delegated powers

- IATE: delegated powers (přenesené pravomoci)
- ISAP: N/A
- EUR-Lex: delegated powers
- Lexicon: N/A
- Chromá: delegated powers
- Google Translate: delegated powers
- Association of Regions of the Czech Republic: delegated competence
- Central Bohemia Region: N/A
- Hradec Králové Region: delegated authority
- Karlovy Vary Region: N/A
- Liberec Region: Delegated activities
- Moravia-Silesia Region: delegated powers
- Olomouc Region: delegated sphere of action
- Pardubice Region: delegated power
- Plzeň Region: delegated functions
- South Bohemia Region: N/A
- South Moravia Region: delegated competences
- Ústí Region: Delegated competency
- Vysočina Region: delegated powers
- Zlin Region: transferred competence

Okres – District

- IATE: district
- ISAP: district, county
- EUR-Lex: district
- Lexicon: district
- Chromá: district
- Google Translate: district
- Association of Regions of the Czech Republic: district
- Central Bohemia Region: N/A
- Hradec Králové Region: district
- Karlovy Vary Region: district
- Liberec Region: district
- Moravia-Silesia Region: district
- Olomouc Region: district
- Pardubice Region: district
- Plzeň Region: district
- South Bohemia Region: N/A
- South Moravia Region: district
- Ústí Region: district
- Vysočina Region: district
- Zlin Region: district

Obec – Municipality

- IATE: municipality
- ISAP: municipality
- EUR-Lex: municipality
- Lexicon: municipality
- Chromá: municipality
- Google Translate: municipality, village
- Association of Regions of the Czech Republic: municipality
- Central Bohemia Region: N/A
- Hradec Králové Region: municipality
- Karlovy Vary Region: municipality
- Liberec Region: municipality
- Moravia-Silesia Region: municipality
- Olomouc Region: municipality
- Pardubice Region: municipality
- Plzeň Region: municipality
- South Bohemia Region: N/A
- South Moravia Region: municipality
- Ústí Region: municipality
- Vysočina Region: municipality
- Zlin Region: municipality

Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

jsem studentkou 3. ročníku oboru Angličtina se zaměřením na tlumočení a překlad na Filozofické fakultě Univerzity Palackého v Olomouci a pro svou bakalářskou práci se snažím zmapovat vytváření překladu pro anglické verze webových stránek krajů České republiky.

1. Prosím vyberte kraj *

Karlovarský kraj



2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

Kraj zadal provedení překladu v rámci celého výběrového řízení na vytvoření portálu, kritéria tedy stanovila přímo firma, která se realizací portálu zabývala.

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other:

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

Zaměstnanci odboru kultury krajského úřadu na základě svých jazykových znalostí kontrolují, zda profesionální překladatelská agentura dodala překlad odpovídající úrovni.

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Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

jsem studentkou 3. ročníku oboru Angličtina se zaměřením na tlumočení a překlad na Filozofické fakultě Univerzity Palackého v Olomouci a pro svou bakalářskou práci se snažím zmapovat vytváření překladu pro anglické verze webových stránek krajů České republiky.

1. Prosím vyberte kraj *

Liberecký kraj



2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

V současnosti nevyužíváme na překlad stránek agenturu.

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other:

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

Kraje se v roce 2000 dohodli na nějaké základní terminologii. V současné době ji už ale ne každý dodržuje.

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

Pokud něco překládáme, díváme se na weby ostatních krajů, jak to mají přeloženo.

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

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Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

jsem studentkou 3. ročníku oboru Angličtina se zaměřením na tlumočení a překlad na Filozofické fakultě Univerzity Palackého v Olomouci a pro svou bakalářskou práci se snažím zmapovat vytváření překladu pro anglické verze webových stránek krajů České republiky.

1. Prosím vyberte kraj *

Moravskoslezský kraj ▼

2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

Agentura je vybírána formou veřejné zakázky na dobu 1 roku, aktuální informace na <https://nen.nipez.cz/profil/MSK>.

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other: konzultace s rodilými mluvčími

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

terminologie odsouhlasená Asociací krajů ČR

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

Interní soubor

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

Asociace krajů

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

rodilý mluvčí, jiný překladatel, vlastní úsudek

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Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

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1. Prosím vyberte kraj *

Plzeňský kraj



2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

Spíše než služby agentury využíváme služeb prověřených tlumočnicků. Překladatelskou agenturu, která by měla smlouvu na překlady na webové stránky, vybranou, resp. vysoutěženou nemáme. Kratší texty zajišťuje zaměstnanec úřadu.

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other: Internet obecně: články, příspěvky z anglicky psaných webových stránek

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

Využíváme konzultace s překladateli či rodilými mluvčími.

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Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

jsm studentkou 3. ročníku oboru Angličtina se zaměřením na tlumočení a překlad na Filozofické fakultě Univerzity Palackého v Olomouci a pro svou bakalářskou práci se snažím zmapovat vytváření překladu pro anglické verze webových stránek krajů České republiky.

1. Prosím vyberte kraj *

Jihomoravský kraj



2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

Překlad webových stránek realizuje agentura, s níž má Jihomoravský kraj uzavřenu rámcovou smlouvu na poskytnutí překladatelských a tlumočnických služeb, se spoluprací jsme spokojeni.

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other:

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

.....

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

Kontrola probíhá přečtením přeloženého textu pracovníkem se znalostí anglického jazyka a termínů z oblasti veřejné správy.

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Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

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1. Prosím vyberte kraj *

Ústecký kraj ▼

2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other:

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

kontrola nadřízeným

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Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

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1. Prosím vyberte kraj *

Vysočina ▼

2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

Jedná se o veřejnou zakázku soutěženou pro každý kalendářní rok na poskytování služeb spočívajících v překladech oficiálních dokumentů do a z cizího jazyka. Využíváme tuto agenturu i pro překlady webových stránek (aktualizace cizojazyčných mutací webu se však koná jen výjimečně, většinou při nástupu nové samosprávy po volbách).

Drobné pracovní překlady v jazycích angličtina, němčina a francouzština si překládají jinak pracovníci sami, zejména pracovníci oddělení vnějších vztahů, kteří mají na starosti zahraniční spolupráci. To se ovšem netýká výstupů, které jsou veřejné, tedy ani webu. Se spoluprací jsme spokojeni, je to osvědčený model.

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other:

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

.....

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

Jedno ze zadání pro překladatelskou agenturu bylo v minulosti i vytvoření oficiálního názvosloví, které stále využíváme. Tento slovníček existuje v pěti jazykových verzích.

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

Stejně jako u jakéhokoli jiného překladu zaměstnanci zodpovědní za vnější vztahy kraje kontrolují překlad, alespoň rychlým přehlednutím. Zejména samozřejmě dodržení správné terminologie i faktické detaily (jména, data atp.).

Nejdůslednější kontrola probíhá u oficiální zahraniční korespondence.

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Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

jsem studentkou 3. ročníku oboru Angličtina se zaměřením na tlumočení a překlad na Filozofické fakultě Univerzity Palackého v Olomouci a pro svou bakalářskou práci se snažím zmapovat vytváření překladu pro anglické verze webových stránek krajů České republiky.

1. Prosím vyberte kraj *

Vysočina



2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

Ve veřejné správě je jediným možným hodnotícím kritériem "cena". Důležité jsou tedy nastavit vhodně kvalifikační kritéria dodavatele a pak se dá hodnotit jen cena.

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other:
Máme vlastní odsouhlasený slovníček pojmů, který používá i překladatelská agentura.

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

Viz odpověď v otázce č. 6

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

Pouze běžnou namátkovou kontrolu vyhotoveného překladu.

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Proces vytváření anglických verzí webových stránek krajů České republiky

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1. Prosím vyberte kraj *

Zlínský kraj



2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

Rychlost a kvalita překladu

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other:

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

.....

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

Kompetentní zaměstnanec překlad zkontroluje případně konzultuje s rodilým mluvčím

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Proces vytváření anglických verzí webových stránek krajů České republiky

Dobrý den,

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1. Prosím vyberte kraj *

Asociace krajů České republiky ▼

2. Překlady webových stránek kraje do angličtiny vytváří: *

- Překladatelská agentura
- Zaměstnanec úřadu
- Kombinace obojího

3. Pokud využíváte služeb překladatelské agentury, jaká byla stanovena kritéria pro její výběr a jak jste se spoluprací spokojeni?

4. Pokud stránky překládá zaměstnanec, má tento zaměstnanec vysokoškolské jazykové vzdělání?

- Ano
- Ne
- Nevím

5. Je překládání hlavní náplní práce tohoto zaměstnance?

- Ano
- Ne
- Nevím

6. Jakých zdrojů využívá váš zaměstnanec při překladu?

- Oficiální terminologické databáze (IATE, ISAP)
- Interní terminologická databáze kraje
- Odborné slovníky
- Internetové slovníky (Google Translate, slovník Seznam)
- Nevím
- Other:

7. Pokud využíváte jiné zdroje, uveďte prosím ty, které jsou vhodné pro překlad termínů spojených s krajskou správou:

weby institucí podobného zaměření, anglické jazykové korpusy Ústavu pro jazyk český

8. Má Váš kraj nějakou interní terminologickou databázi? *

- Ano
- Ne
- Nevím

9. Pokud jste v předchozí otázce odpověděli Ano, krátce ji prosím popište:

pouze názvosloví krajů

10. Spolupracujete při tvorbě anglických verzí webových stránek s ostatními kraji, s Asociací krajů nebo jinou státní institucí? *

- Ano
- Ne
- Nevím

11. Pokud jste v předchozí otázce odpověděli Ano, napište prosím se kterými institucemi a jak tato spolupráce probíhá:

doporučením krajům

12. Provádíte kontrolu nebo vyhodnocení kvality překladu? *

- Ano
- Ne
- Nevím

13. Pokud jste v předchozí otázce odpověděli Ano, popište prosím, jak tato kontrola probíhá:

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