**Scottish Parliament translation guidelines:**

**Gaelic Orthographic Conventions 2009**

All translators should follow GOC 2009

http://www.sqa.org.uk/sqa/38390.html

**Faclair na Pàrlamaid**

All translators should use Faclair na Pàrlamaid. However, translators may use their discretion when they feel that vocabulary in the dictionary is inappropriate, inconsistent, out of step with GOC 2005 or out of date.

http://www.scotland.gov.uk/dictionary/_bin/default.asp

If any government, admin or political terms sought are not contained in Faclair na Pàrlamaid, the translator is encouraged to draw this to the attention of the Faclair na Pàrlamaid team through the above website.

Please note that due to changes in GOC 2005 Presiding Officer should now be written Oifigear Riaghlaidh and not Oifigear-riaghlaidh as stated in Faclair na Pàrlamaid.

**Other translation and language resources**

A range of other translation and language resources are available at:

www.scottish.parliament.uk/vli/language/gaelic/vl-trans.htm

**Spellchecker**

Translators should consider using the Wentworth Gaelic spell checker which can be downloaded free of charge for use the in Microsoft Word/Works/Office programmes:

www.smo.uhi.ac.uk/gaidhlig/wentworth/litreachadh/

**Prepositions:**

- Use do / don and not dha/dhan
- Use de / den and not dheth/dhen
- Avoid double use of the article. Use mun Ghàidhlig, don tràigh etc rather than mun a' Ghàidhlig, don an tràigh etc.
- When using do and de before a noun beginning with a vowel, dh' should be inserted. (Do dh'Alba, de dh'achd, etc).

**Is / 'S / Agus**

To avoid confusion:

- *Is e* or *’s e* should be used for the copula.
- *Is* should be used as the short form for agus.

**Apostrophes**

When using apostrophes in the copula (’s e) or in verbal nouns (a’ dèanamh) etc, smart quotes should be used and apostrophes should be those shown here shaped like the number 9 and NOT those shaped like the number 6.

- **’S e** - correct
- **‘S e** – incorrect

**Vowels**

Where one word ends with a vowel and the following word begins with a vowel, the words should be written in full. Vowels should not be replaced with an apostrophe. E.g. bliadhna ùr / baile ùr / tha mi an dòchas NOT bliadhn’ ùr, bail’ ùr, tha mi ‘n dòchas etc.

**Language names:**

***Regular names:***

Welsh, French, German / the Welsh language, French language, German language etc should be translated as Cuimris/a’ Chuimris, Fraingis/an Fhraingis etc and NEVER as Cuimreach / cànain na Cuimrigh / cànain na Cuimris etc

***Irregular names:***

“The Gaelic language” should be translated as Gàidhlig / a’ Ghàidhlig, NOT as a’ chànain Ghàidhlig or cànain na Gàidhlig etc. e.g. Gaelic Language Act = Achd na Gàidhlig.

“The English language” should be translated as Beurla / a’ Bheurla, NOT as a’ chànain Bheurla or cànain na Beurla etc.

“The Scots language” should be translated as a’ Bheurla Ghallda or Scots, NOT as Albais, a’ chànain Albannach etc.

“The Irish language”, Irish or Irish Gaelic should be translated as Gaeilge or Gàidhlig na h-Èireann.

**Place names:**

A range of place name resources are available on the Parliament's Gaelic resources pages. www.scottish.parliament.uk/vli/language/gaelic/vl-trans.htm

*Scotland*

Use constituency names as they appear in Faclair na Pàrlamaid and on the Scottish Parliament websites

All Scottish place names should be translated where possible. Uncertain or obscure place names may be glossed or left in English.

Dùn Èideann = genitive is Dhùn Èideann.

Alba = dative is Alba and genitive is na h-Alba.

*Names outside Scotland*:

England: London, Carlisle, Newcastle, Berwick should be translated. All other names should be left as in English.

Ireland: names should appear in Irish if translator knows the Irish version of the names. Dublin = Baile Átha Cliath, Belfast = Beál Feirste. For Ireland, Èirinn should be used as nominative and dative and na h-Èireann should be used as genitive.

Country names: should be translated where possible. If possible, follow guidance in Stòrlann *World Wall Map*: List of Placenames. (But translators should use their own discretion with this book as there are many inconsistencies).

Postal addresses should be translated where possible. Street names can be wholly or partly left in English if difficult to translate

**Personal names:**

Use Gaelic versions of MSP names as they appear on the Scottish Parliament Gaelic map:
www.scottish.parliament.uk/vli/language/gaelic/foghlam/Mapa2007.pdf

For other people, use Gaelic version of both first names and surnames if these are easily recognisable to Gaelic speakers.

**Committee names:**

Use Gaelic versions of committee names as they appear on the Scottish Parliament website:

http://www.scottish.parliament.uk/vli/language/gaelic/vl-trans.htm

**Names of Bills / Acts**

When translating the annual report, the previous year's annual report is a good source of the Gaelic names of bills and acts as many pieces of legislation will have been before the Parliament in the previous year.

www.scottish.parliament.uk/vli/language/gaelic/foillseachaidhean.htm

**Alphabetical order:**

Where lists are in alphabetical order in English, these should normally be put into Gaelic alphabetical order. If in doubt, contact the Gaelic service.

**Tu / Sibh: second person singular**

The tu form should normally be used rather than the sibh form for the second person singular. The exception to this would be in translating direct speech where sibh would normally be more appropriate.

**Language specific text:**

If text in materials such as school quizzes or worksheets is dependent on puns, sounds of words etc, this should not be directly translated from English but adapted to fit the Gaelic situation. If in doubt, contact the Gaelic service.

**Glosses:**

If text is particularly difficult, feel free to use English glosses in brackets after the Gaelic.

**Hyperlinks:**

Please translate the names of the links but leave the links themselves intact. Use right click and 'edit hyperlink' to change the name of the link.

**Common mistakes:**

- **Government** – where this means the Government or local government etc, riaghaltas should be used. When it means governing (e.g "the system of government", "taking part in the government of the country") riaghladh should be used.
- **Concern** – where this is used in the sense "issues that concern us", "dragh" or "iomagain" should not be used as concern here means issues in which people have an interest and not issues which worry them. ("cuisean anns a bheil ùidh againn" no "cuisean a bheir buaidh oirnn" etc).
- **Develop** – leasaich should only be used for the development of things which already exist. Where develop means to create something new, (e.g. the Committee has developed proposals), something else should be used (e.g. dèan, cur ri chèile, cruthaich, sgrìobh etc).

- **Accountable** –“a’ toirt gu dìoladh” should be avoided for “ensuring that the Government is accountable” as it has a negative connotation with the suggestion being that the Government is being held accountable for wrongdoing. Instead “a’ cumail cunntachail” or something similar should be used.
- **Organisation** – **“**eagrachadh” should not be used to mean a group or organisation. It should only be used to mean the way in which a group is organised (i.e. to describe the structure of a group).

**Latha / Là**

“Latha” should always be used for day.

**Assistance:**

Contact Mark Neilly or Alasdair MacCaluim at the Gaelic service if you have any questions. We’re happy to help.

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