

## Chapter 7

### 7. Reports

#### Learning Objectives

#### In this unit, you will

- read about Eurovoc - the EU multilingual thesaurus
- translate a cover and content page of a report
- use Eurovoc to complete a close translation

#### Keywords

- Eurovoc
- multilingual thesaurus

### Translating a Report - Structure

As we already know, when we translate for the EU, it is important to observe the original layout and all features of the text we translate. It is not always easy to do so. In this chapter, you will translate a report's cover and content page.

#### Task

For this task, you will get a link to a Report on a more efficient and fairer retail market as published by the EU in 2011. Study the structure of the report in the source language and translate the first two pages (cover and contents). Bear in mind that you must include all the features used in the source text and provide a mirror translation with the same font, heading, footer, etc.

#### Now you

- realize that you must observe all formal features of the original text and transfer them into your translation

### Eurovoc

In this chapter you will read about EuroVoc, another tool you will be asked to work with in this course. You will learn about its purpose, aim, users as well as languages that EuroVoc covers.

#### **EU multilingual thesaurus**

[EuroVoc](#) is a **multilingual, multidisciplinary thesaurus** covering the activities of the EU, particularly the European Parliament. It contains terms in 22 EU languages (Bulgarian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, and Swedish), plus Croatian and Serbian.

EuroVoc users include the European Parliament, the Publications Office, national and regional parliaments in Europe, national governments, and private users worldwide.

EuroVoc was initially built up specifically for processing the documentary information of the EU institutions.

It is a multidisciplinary thesaurus covering fields sufficiently wide-ranging to encompass both EU and national points of view, with an emphasis on parliamentary activities. EuroVoc is a controlled vocabulary set that can be used outside the EU institutions, particularly by parliaments.

The thesaurus aims to provide information management and dissemination services with a coherent indexing tool to manage their documentary resources effectively and enable users to carry out documentary searches using **controlled vocabulary**.

#### Now you know

- which languages EuroVoc covers
- what its aim is
- that it is available to the public and, therefore you can use it yourself

### **Translating a Report - Content**

In the previous chapter the aims of EuroVoc have been introduced and so in this chapter you will use EuroVoc actively to complete a translation.

#### Aktivita

Your task will be translating the following fragment from the *REPORT on a more efficient and fairer retail market*.

You should use Eurovoc when translating. It can be accessed at

<http://eurovoc.europa.eu/>.

When working with Eurovoc, you type in the searched expression into the simple search box. After the searched expression is found, you click on the preferred term, and its position within the thesaurus is shown (including other expressions in the same category), more importantly, you will have access to LANGUAGE EQUIVALENTS on your right-hand side. There, you can choose the language equivalent to the desired language.

#### EXPLANATORY STATEMENT

##### *I. A vision for **competitiveness**, growth and jobs*

This report is about **creating jobs** by removing borders, barriers and burdens to trade in Europe.

The **retail** sector is a **pillar of the European economy**; a dynamic market that employs almost 20 million people, accounts for 4.2% of the EU's GDP and represents 20% of Europe's SMEs. Retailers are also service providers, at the cutting edge in new and diverse ways of shopping, such as **direct selling**, and offer easy access to **labour markets**.

#### VYSVĚTLUJÍCÍ PROHLÁŠENÍ

##### *I. Víze , růstu a pracovních míst*

Tato zpráva se zabývá    prostřednictvím odstraňování hranic, překážek a zátěže obchodu v Evropě.

Odvětví  je **pilířem evropského hospodářství**; dynamický trh, který zaměstnává téměř 20 milionů lidí, podílí se 4,2 % na HDP EU a představuje 20 % evropských malých a středních podniků. Maloobchodníci jsou rovněž poskytovatelé služeb, průkopníci nových a různorodých způsobů nakupování, jako je  , a nabízejí snadný přístup k  .

#### Now you can

- use EuroVoc to look up terms which you need for your translation