

**STUDENT SUPPORT & TRANSITION SERVICES**  
**DEPARTMENT WITHIN STUDENT AFFAIRS**  
**DISABILITY RESOURCES AND SERVICES**

## Instructor's Guide to Interpreter Services

When a hearing impaired or deaf student is enrolled in your class, depending upon the length of the class period there will be either one or two interpreters hired. The interpreter acts as a channel of communication between two persons who do not share one another's language and/or mode of communication. Their main role is to provide interpretation within the classroom concerning faculty lecture, directions, classroom activities and/or projects etc. They are not there to interpret written materials. Here are some classroom suggestions:

1. Provide a list of new vocabulary/terminology to the interpreter before it comes up in class. Provide a copy of your lecture notes if possible.
2. Allow the student to be seated near the front of the class where he/she can see the face of the instructor and the board. This is usually stated on the Instructors Notification Form (INF)
3. Allow the interpreter to sit or stand where the student can maintain eye contact with both the interpreter and you.
4. Speak clearly and naturally using your normal facial expression and gestures.
5. Avoid standing in front of a window or other light sources.
6. When addressing a deaf student, face that individual and speak directly to him/her and not to the interpreter. Avoid phrases such as "ask him" or "tell her".
7. Relax and talk normally, but realize there is a "lag time" involved between the spoken message and the interpretation.
8. If possible, limit speaking to one person at a time, especially during group discussions.
9. Try to avoid talking to the class while facing the chalkboard. This makes it difficult for the student to read your lips.
10. Try to refrain from using words like "this" and "that" when referring to items on the chalkboard. The deaf students are unable to watch the interpreter and the chalkboard simultaneously.
11. If possible, let the interpreter know before class when you plan to use media materials, such as overhead projectors, films, or slides. It may be necessary to bring in a lamp to illuminate the interpreter.
12. The hearing-impaired or deaf student will probably need to utilize a note taker in class. The student must concentrate on the interpreter and instructor and is unable to take notes. This again is usually stated on the INF.

If you have any questions or concerns or experience any difficulties with an interpreter, please contact Student Support & Transition Services, at **(480) 857-5188**, or Dawn Vucetich Director **(480) 732-7050**.



The Maricopa County Community College District is an EEO/AA institution.