

Non-English Speaker On Face to Face Interpreter Feedback

Dear Sir or Madam,

Language Empire is the company instructed by this organisation / department to provide language assistance for non-English speakers. We would be grateful if you could spend few minutes filling out this feedback questionnaire. We will use your feedback to maintain our high standards and to continually improve our services. **Please complete, sign and return back to the Interpreter.**

親愛的先生或女士，

語言帝國是一家專門為非英語語言使用者提供語言幫助的組織/機構。我們將非常榮幸如果您能用幾分鐘的時間來幫助我們填寫信息反饋問卷。您的反饋將有助於幫助我們保持並且進一步的提高我們的服務質量。請您填寫完整，簽名並且交還給口譯者。

Job Reference:	Yes 是	No 否
<b>Did the Interpreter arrive on time?</b> 口譯者是否准時到達工作地點?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Provide an introduction and present to you the company ID Card?</b> 口譯者是否向您出示公司工作證件並且提供一些介紹?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Were you satisfied with the appearance and dress code of your Interpreter?</b> 您對給您提供的口譯者的外貌著裝是否滿意?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Act in a professional and polite manner?</b> 口譯者是否表現了專業水準和足夠的禮貌?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Was the interpreter fluent in your native language?</b> 口譯者是否能夠流利的使用您的母語?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Did the interpreter ask if you have any questions to ask or if you were unsure about anything during the course of the interpreting session?</b> 在整個口譯過程中，口譯者有沒有問過您這樣的問題-您是否有任何問題要問或者您是不是有什麼事情還不是很確定?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Would you like the same interpreter again?</b> 您是否願意再次聘用同一位口譯者?	<input type="checkbox"/>	<input type="checkbox"/>

Print Name 名字: .....

Date 日期: .....

Thank you for completing this feedback form, your feedback / comments will be sent to the organisation/department which requested an interpreter for you.

非常感謝您填寫這份反饋信息表，您的反饋/意見將會被送回到給您提供口譯者的組織/機構。