Notes on PEN-International Collaboration with Dr. James Woodward, Vietnam
Discussion Occurred in Dong Hai Provincial Teacher's College
Vietnam, December 8-10, 2005

Attending; Woodward, Hoa, DeCaro, Clymer, Ishii

Three Areas of Collaboration

1. Production Training for Sign Language Dictionary

    a. Production Steps and PEN Action Plan

        i. Photography

            1. Establish standards for photographing subject so that line drawings can be produced with the highest quality.

        ii. Line Drawing from Illustrator

            1. Determine if it is possible to bring photographic images into Illustrator so that filters and erasing can be used to make drawing more efficient.

        iii. Line Drawing from Photoshop

            1. Determine most efficient way to move from photograph to line drawing by erasing and enhancing line image in Photoshop.

        iv. Additional Graphics with Line Drawing

            1. Establish standards, (image size, format, and dpi) for final line drawing of signs.

            2. Establish standard images (arrows, lines, etc that are used to represent motion) that can be added to line drawings.

        v. Layout Program: Word or InDesign

            1. Analyze layout requirements for the sign resources and determine the benefits and problems that can be expected from Word and InDesign

        vi. Printing / Distribution

            1. Determine the most effective/efficient production process so that the print sign resources can be reproduced with highest possible quality and lowest cost. The need for frequent revisions/updating will be considered.

    b. Training/Workshop Development

        i. Prepare for a 2-3 day workshop in early March, 2006, in Vietnam. The format of the sessions will be tutorial style. The presentations will focus on the six processes outlined above.

      ii. Training materials will be very visual and sequential to illustrate the steps in the suggested processes.

     iii. 6-10 students will attend the workshops, 2 from the 10th grade; 3 from the 11th grade and 3 from the 12th grade.

     iv. PEN staff will bring computer, software, camera, projector to conduct demonstrations. Student computers, software and related materials will be provided locally. PEN will provide one Adobe Creative Suite 2 - Premium for use in Vietnam.

     v. Prior to the training, a sample of different international sign dictionaries will be sent to Vietnam to afford the developers an opportunity to see other approaches.

2. Interpreter Training Support and Resources

   a. During the March visit by PEN-International, an expert on sign language interpreter training may conduct several presentations regarding an overview of the type of services an interpreter provides, the professional responsibilities and necessary training.

   b. General questions to be addressed (for general audience)

      i. Ethics of interpreting

      ii. What is an interpreter?

     iii. What does an interpreter do?

     iv. Where do interpreters work

     v. What is the difference between a teacher and interpreter

     vi. What are the roles and responsibilities of an interpreter

   c. For individuals who wish to become interpreters

      i. What skills and aptitudes should an individual posses in order to start interpret training

   d. Curriculum for a sign language training program

      i. Review NTID course matrix (AAS and BS Levels) and identify what courses would be critical for a program in Vietnam

3. Computer Training Initiative

   a. In an effort to provide students at the school in Vietnam with technology skills, an effort will be made to locate curriculum (first in Vietnamese, then in English, if necessary) that covers basic windows operating system and then the products in the Microsoft Office suite of products.

      i. Depending upon the success of initial implementation of computer instruction, the computer training program will move towards skills associated with graphic and digital production techniques that include the Adobe Creative Suite 2 - Premium

b. Learning outcomes and performance skills will be located from text book publishers and/or "official" accreditation agencies for the software products being taught.

   i. Adobe Certified Expert (ACE)

   ii. Microsoft Office Specialist (MOS) and possibly Microsoft Desktop End User Support Specialist

c. Depending upon a number of factors, the computer instruction will introduced in a gradual, layered approach across grades 6-12, with full implementation to be accomplished within 6 years of start.

d. Information will be collected by PEN and either sent to Vietnam or brought for discussion during the March 2006 training week.

Levels of support for items 2 and 3 above will be dependent upon an analysis of the PEN-International workload during year 6 of the project.