




CLARITY CONTEXT CONVICTION



---

**LANGUAGE**  
SHOULD NOT  
BE YOUR  
**BARRIER**

---

Elite Asia Enables You And Your Business To Be Understood



## Who we are

Elite Asia is more than just a **one-stop language services provider**. We can help you navigate to and from different languages and create new materials in the language of your choice to meet your business needs. We stand equipped and ready to serve your **translation, copywriting and interpreting needs**, as well as **learning new languages**. We can help to define who you are with greater clarity and magnify your brand visibility to both businesses and consumers.



Elite Asia **was ranked among the top 3 language service providers in Singapore**, according to Common Sense Advisory Research (CSA Research) in 2015. We have established an extensive network of translators, interpreters and writers in strategic cities across Asia.

Our linguists are native bilinguals and / or have immersion experience in multilingual communities and are highly skilled in navigating to and from multi-languages.

Do you want or need to  
**communicate in a language**  
you do not know?




**YOU NEED**  
**INTERPRETING SERVICES!**  
FIND OUT HOW WE CAN HELP.





## Why **interpret**

 At the international level, if there is no interpreting, there couldn't be summits or meetings that allow heads of state or heads of government to come together to make very significant decisions. There would be no discussion on human rights or international trades. **Interpreters are the people who allow those kinds of conversations to take place.**

Dr. Andrew Clifford  
Coordinator  
Master of Conference Interpreting  
York University, Toronto, Canada

## Deliver your **intended message**



Whether it is organising international conferences, business meetings or transatlantic conference calls, **it is crucial that all parties can transgress language barriers and comprehend the messages as intended.**

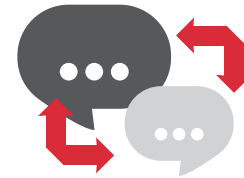
## Why you need interpreting services

- When you wish to communicate in a language that you do not know
- When you need to send the same message to different groups of your target audience
- When you want to have an accurate understanding of the message from your overseas counterpart or business partners





## Types of interpreting services

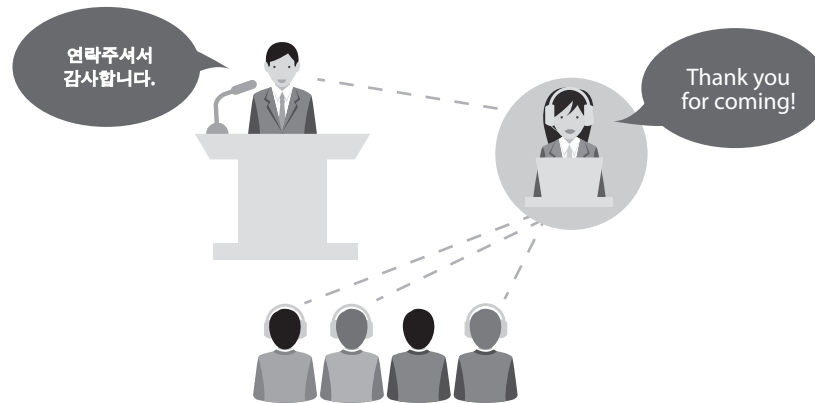


- **Simultaneous Interpreting**  
Message is conveyed almost at the same time as the speaker speaks
- **Consecutive Interpreting**  
Message is conveyed after the speaker speaks, usually at the end of a complete thought
- **Accompanying Interpreting**  
Message is conveyed sentence by sentence as the speaker speaks



Our team of Account Managers and Interpreters stands committed to one ultimate goal: Fostering better communications between different language speakers and conveying your message **EXACTLY** the way you intend it to be.

# Simultaneous Interpreting



As little to no delay between the speaker's speech and interpretation is permitted, simultaneous interpreters are often required to work in a team of two, taking turns to work every 15 minutes or so, for optimal performance.

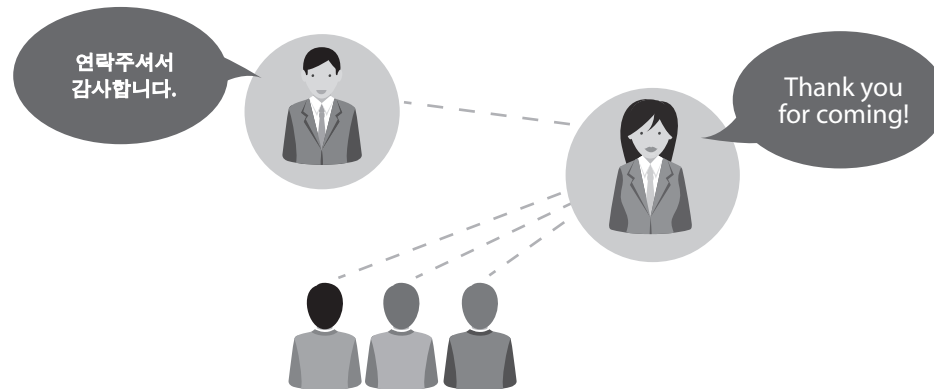


The facilitation of simultaneous interpreting requires professional simultaneous interpreting equipment, which include microphones, transmitters, receivers and interpreting booths.



This method is frequently used to cater for large scale Conferences, Summits, Board Meetings, Focus Group and, etc.

# Consecutive Interpreting



The interpreter has to listen to the discourse first and then interpret it into the target language after the speaker has finished speaking. The interpreter may take notes and record ideas while the speaker is talking to ensure that the message is conveyed without any loss of details.



This method is more appropriate for smaller scale events such as business meetings, discussions, site visits etc. In the case of a bigger group, the use of interpreting equipment is recommended.



# Project Management Process



## Step 1 **Submit your requirements**

Let us know your requirements and the nature of the event.



## Step 2 **Proposal and advice**

Our Account Manager will give you a proposal and advise you on your interpreting needs based on your specifications and requirements.



## Step 3 **In-depth discussion**

You may request for a phone conference with the interpreter for an in-depth discussion.



## Step 4 **Planning ahead**

Our Account Manager will do the best arrangement and coordination work between you and the appointed interpreter(s).



## Step 5 **On the actual day**

Our team will reach the venue at least half an hour earlier to do preparatory work.



## Client Satisfaction



**“ Everything was handled professionally. The overall service on this project was excellent! They are a team of professionals.**

- June Liew, Asian Football Confederation

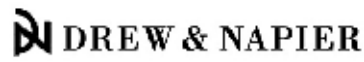
**“ It was a pleasure to work with the team at Elite Interpreters Asia as they were flexible and responded quickly to our requirements. The fee is at a competitive price and they have delivered good service.**

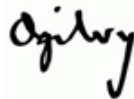
- Yoko Wakui, Fujitsu Asia Pte Ltd

**“ Elite Interpreters Asia has an amazing set of people. They are highly professional. There is nothing to complain about.**

- Anubha Upadhyay, Google

# “Clients we served





## **SINGAPORE**

+65 6565 7166

8 Jurong Town Hall Road, #25-02 The JTC Summit,  
Singapore 609434

## **MALAYSIA**

+603 2169 6380

Level 36 Menara Citibank, 165 Jalan Ampang,  
50450 Kuala Lumpur, Malaysia

## **HONG KONG**

+852 27877999

Unit 1103, 168 Sai Yeung Choi Street,  
Mong Kok, Kowloon, Hong Kong

## **SOUTH KOREA**

+82 70 7847 9772

Yeonghwa Blenheim 1713ho, 799-22 bun-gi,  
Yeonhui-dong, Seo-gu, Incheon, Korea

For more information, please visit

**[www.elitetranslations.asia](http://www.elitetranslations.asia)** (Translation Services)

**[www.eliteinterpreters.asia](http://www.eliteinterpreters.asia)** (Interpreting Services)

**[www.elitelinguistic.net](http://www.elitelinguistic.net)** (Language Courses)

Updated: February 2016