pennsylvania
DEPARTMENT OF HUMAN SERVICES
OFFICE OF DEVELOPMENTAL PROGRAMS

Tips for using an American Sign Language Interpreter during an Interview

Explain to the individual that the interpreter is there to facilitate communication for both you and them	Do not use metaphors, slang, and acronyms that may not translate well or the interpreter may not understand	Allow some time before the meeting starts for the interpreter to talk with the individual so that they can become comfortable with their language skills
If using the screen to share visuals, give the individual time to read it before speaking. The Deaf person can't read it and watch the interpreter at the same time	One person speaks at a time	Do not speak when the interpreter is not visible. For example, when the interpreters are switching
Do not talk when the Deaf person's hands are up	Say your name before speaking	Work with the interpreter to ensure communication is effective – collaborate!

Light blue boxes with black font are specific to virtual meetings