

How to find a Registered Translator

Guide to using the free-to-access online National Register of Public Service Translators

Contents

Step 1: Go to the NRPST homepage	1
Step 2: Create an account	1
Step 3: Log in	3

Step 4: Search the Register	3
Example of search results	5
How do I check a translator is registered?	6

Step 1: Go to the NRPST homepage

https://www.nrpst.org.uk

Step 2: Create an account

(Already got an account? Go to **Step 3: Log in** on page 3.)

Select the red 'Login to your Account' button in the top right-hand corner of your screen.



You should see this popup box.



First-time users need to register a few details before searching the Register. It's quick, easy and **free** to do. Select 'click here'.

You should see this popup box.

Complete the form with the required information and select the grey 'Register Now' button.

			Depilere	
N	RPST user registration	in a second s	× now!	
	All Fields marked with * are.	Already registered as website user or translator	The second	
	zalutation *		and an	
	Select Title	Login to your Account	ar Lavarray	
	Company or Organisation		an (any stage of the	
	Postcode *			
ini area colorina la			ande.	
100 C	Please tick to subscribe to NRPST newsletter			

You will receive an email from admin@nrpst.org.uk with your unique confirmation password. Follow the emailed instructions to confirm your registration and input your unique confirmation password.

and Register of About Us (R is Service Translators About Us (R National Register of Public	News Translators Clients of Tran Service Translators	nslators Contact	
NRPST user registration	and a particular of	× nowl	
Your registration was successful	Already registered as	200	
An email to confirm the registration was sent to your email address containing a unique password,	website user or translator		
Please copy and paste this password into the field below and click "Confirm Registration".	(a) Login to your Account	in the spectrum of the	
Activation password:		a former of	
Confirm Registration		odan a	Confirm Registration

Once you have confirmed your registration, you can log in.

Log in under 'NRPST Website subscribers' with your email address and unique confirmation password and click the 'Login' button next to the 'Password' field. Once logged in, you can easily change your password to one that is more memorable.



In future, you will only need to enter your login details once. You can also tick the box next to 'Remember my email address' and/or 'Log me in automatically' to streamline the login process.

Step 3: Log in

Select the red 'Login to your Account' button in the top right-hand corner of your screen.



You should see this popup box.

	nal Register of Abour Service Translators Abour	t Us News Translators Clients of Tr	on to your Account ranslators Contact	
	National Register of	Public Service Translators		
	Login to your account		× now!	
1 mark	NRPST Registered Translator	NRPST Website subscribers		NRPST Website subscribers
	NRPST registered translators, please login here to access your Translator's Room.	If you are a regular user of the NRPST website, Newsletter subscriber and have previously registered, please login here.	siator	
- AL	How to join the Register, click here	To register (it's free and quick), glick here	sé Languagé 🖂	
	Email address or NRPST User ID:	Email address:	se Language .+]	
find a translator en held accountable a Public Service Tran	Password:	Password:	oilister 🔍	Login
If you are unable to admini@inrost.org.s	Need help with Email Login/Password?	Remember my email address Log me in automatically	ation	
Translator looki		Need help with Email Login/Password?	nilater 3.	Need help with Email Login/Password?

Log in under 'NRPST Website subscribers' using your email address and password and click the 'Login' button next to the 'Password' field.

Forgotten your login details? Click on the 'Need help with Email Login/Password' link at the bottom of the popup box to receive an email reminder.

Step 4: Search the Register

Once you are logged in you will see a yellow 'My Account' and red 'Logout' button in the top right-hand corner of your screen. Webpages will otherwise look the same as when you aren't logged in.

NRPST National Register of Public Service Translators	About Us News Translators (Clients of Translators Contact	🕭 My Account	() Logout
Ind a translator ensures you not only employ a heid accountable should thair conduct or comp Public Service Translator (RPST).	National Register of Public Service Translators NRPST is the UK's independent voluntary regulator of professional translators specialising in public service. We maintain a public register of professional, cualified and accountable translators. The National Register is free of charge to access and searchable online. Every translator on our Register meets the standards for education, training and practice in public service. All Registranta are subject to the NRPST Code of Professional Conduct and we regulate, investigate and follow up any allegations of professional misconduct. Using the National Register of Public Service Translators to qualified professional practitioner but that the translator can be etence fail below the high standards expected of a Registered	Find a Translator FROM: Choose Language • To: Choose Language • Search for Translator		
If you are unable to find the information you wa admin@npst.org.uk. Translator looking to Need t	o employ an Unhappy with a translator?	Sumame or Reg. No		

Run your search using the 'Find a Translator' search bar on the right-hand side of the screen. No matter what page of the website you are on, you will see this search bar.



Select the language you are looking to translate 'FROM' and the language you are looking to translate 'TO' using the dropdown menus.

NRPST National Register of Public Service Translators	About Us News Translators C	My Account U Logout	
Translator looking to	National Register of Public Service Translators NRPST is the UK's independent voluntary regulator of professional translators specialising in public service. We maintain a public register of professional, calified and accountable translators. The National Register is free of change to access and exerchable online. Every translator on our Register meets the standards for education, training and practice in public service. At Registrants are subject to the NRPST Code of Professional Conduct and we regulate, investigate and follow up any adjustions of professional misconduct. Using the National Register of Public Service Translators to auditional professional articulations to that the translators can be petence fail below the high standards expected of a Registered and on this website, please do not healtate to email to employ an	Register now! Find a Translator FROM: Choose Language > To: Choose Language > Search for Translator Q Vorify registration Q Surgars Image: Choose Language > r Reg. No.	Choose Language V

Note: You will need to enter both the language you wish to translate 'FROM' and the language you wish to translate this 'TO' to be able to run your search. These are required search fields.

continued on next page

Example of search results

In this example, the translation assignment involves translating written information from English to Lithuanian.



Click on the book icon to bookmark a translator's details for future reference.



You also have the option of clicking on the 'Show more Details' link (orange text) wherever this appears against a translator's record to reveal further relevant information about their professional qualifications and experience.



How do I check a translator is registered?

You can verify whether a translator is registered by entering their surname or unique registration number into the 'Verify registration' section of the search bar that appears on every page of the

NRPST website.

Note: You don't need to create an account or log in to verify a translator's registration.



Should you have any difficulties with using the online Register or have any updates for this guide, please email **admin@nrpst.org.uk**.