

Paleography Language Ability

The Journeyman Level is necessary for ICAPGen Exams

Apprentice Level	Paleography Language Ability
	Extract key words – names, dates, places, occupations
	Understands the meaning of description labels used in the FHLC
	Use finding aids with language assistance
	Reads records in an expected or common format
	Able to read portions of a document containing clear script
	Able to transcribe a document containing clear script
	Regularly uses a genealogical word list
	May be able to write a letter requesting information with unlimited time
	Understands main ideas of a block of text
Journeyman Level	Paleography Language Ability
	Writes an understandable letter requesting information, within a limited time period
	Understands a written response to a letter giving further instructions on where to locate a desired record
	Accurately transcribes and translates documents within a timed period
	Transcribes documents from a variety of time periods and with a variety of script styles
	Reads a block of text and understands the content, context, relationships and events
	Proficient reading an unfamiliar block of text
	Reads the introductory paragraphs of a record/book giving an explanation of the content of the record/book
	Understands abbreviations used within documents
	Understands that the words found in the documents may include spelling variations. For example in Spanish v/b, h/j/ x, s/z, etc.
	Understands the meaning of symbols found in the documents
	Occasionally uses the genealogical word list and/or language dictionaries
	Knows where to find the meaning of historical words necessary to determine the meaning or intent of the author of the document
	May be required to read phrases or paragraphs written in Latin
	Understands the meaning of Roman Numerals
Master Level	Paleography Language Ability
	Able to read and understand all script styles within a language
	Understands all content and historic meaning within the written language