

# Tips, Tricks, and Search Techniques: Finding, Using, and Preserving Government Information in Other Languages



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# TODAY'S PRESENTATION COVERS:

Why provide government information in other languages

How and where to find government information in other languages

Finding other language information in specific agencies

Preserving and organizing information in other languages for future access

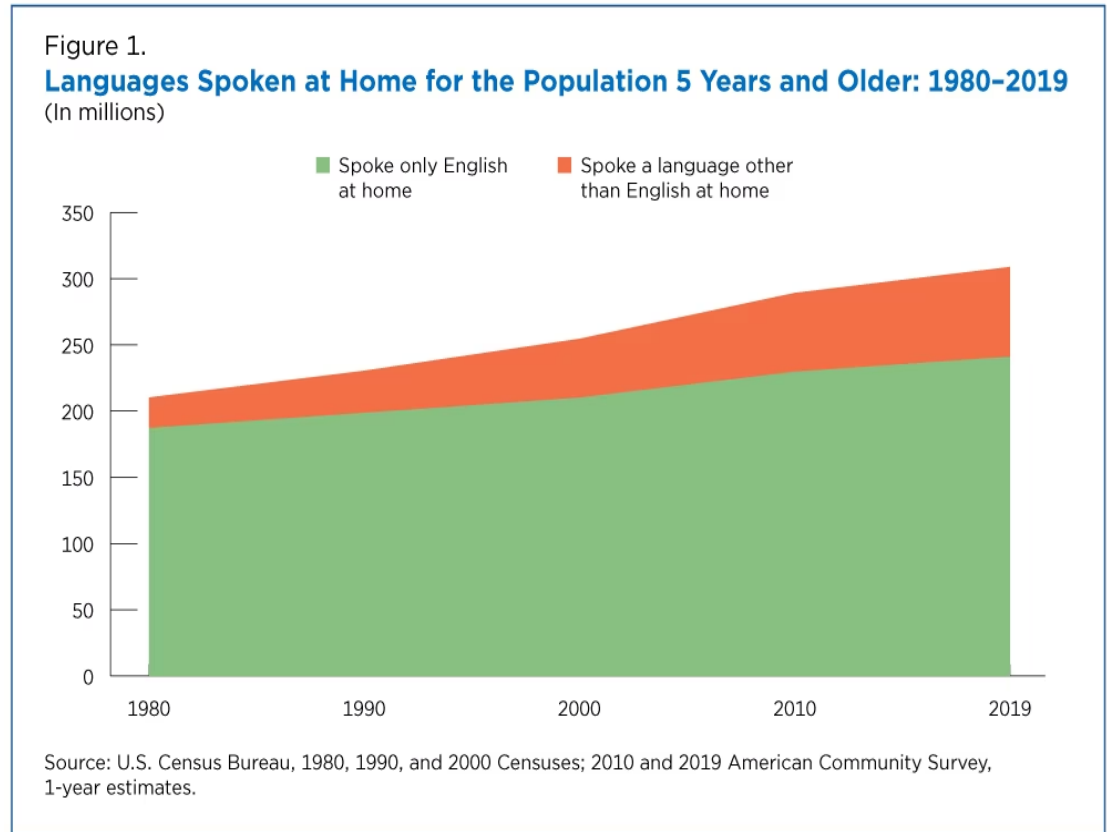
Language use, culture, and other considerations in offering service to users

Live demonstrations of selected websites



## WHY PROVIDE GOVERNMENT INFORMATION IN OTHER LANGUAGES

In 1890, the U.S. Census Bureau began asking its respondents about the languages they speak, and it has continued to do so until the present day (except for the 1950 Census, when the question was omitted).



# WHY PROVIDE GOVERNMENT INFORMATION IN OTHER LANGUAGES

Table 1.

## Five Most Frequently Spoken Languages Other Than English (LOTE) in U.S. Homes: 2019

Language	Estimate	Percent of LOTE population
Spanish or Spanish Creole . . . . .	41,757,391	61.6
Chinese . . . . .	3,494,544	5.2
Tagalog . . . . .	1,763,585	2.6
Vietnamese . . . . .	1,570,526	2.3
Arabic . . . . .	1,260,437	1.9

Source: U.S. Census Bureau, 2019 American Community Survey, 1-year estimates.

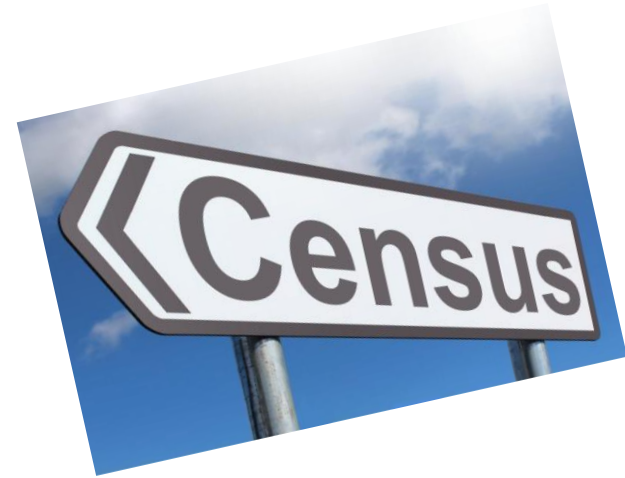


<https://www.census.gov/library/stories/2022/12/languages-we-speak-in-united-states.html>

# WHY PROVIDE GOVERNMENT INFORMATION IN OTHER LANGUAGES

**Nearly 68 Million  
People Spoke a  
Language Other  
Than English at  
Home in 2019**

Employment status of speakers ages 16 and over did not vary much across the five languages. Less than 4% were unemployed in 2019 – not significantly different than the national average.

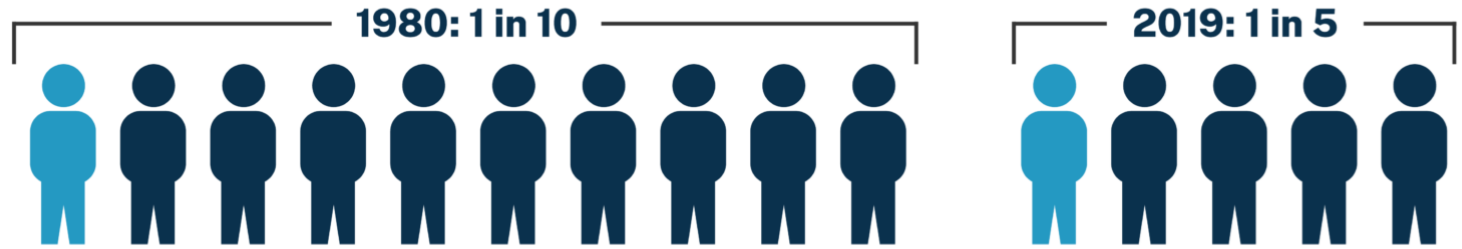


More than half (55%) of Spanish speakers were U.S.-born

<https://www.census.gov/library/stories/2022/12/languages-we-speak-in-united-states.html>

# WHY PROVIDE GOVERNMENT INFORMATION IN OTHER LANGUAGES

## Language Other Than English Spoken at Home



Source: U.S. Census Bureau

There are between 350 and 430 languages spoken in the United States, making it one of the most linguistically diverse countries on Earth.

<https://share.america.gov/united-states-rich-in-languages/>

# How and where to find government information in other languages

CGP (Catalog of Government Publications)

<https://catalog.gpo.gov/F>

*Search terms:*

Languages other than English  
Spanish (or other language) language

*Advanced search:*

Combine language and topic  
“Chinese and health”

USA.gov

<https://www.usa.gov/>

*Search terms:*

Languages other than English  
Chinese language  
Multilingual resources  
Search for topic plus language



# CATALOG OF U.S. GOVERNMENT PUBLICATIONS (CGP)



[Catalog of U.S. Government Publications Home Page](#) > National Bibliography of U.S. Government Publications

## Welcome to the Catalog of U.S. Government Publications (CGP)!

The CGP is the finding tool for federal publications that includes descriptive information for historical and current publications as well as direct links to the full document, when available. Users can search by authoring agency, title, subject, and general keywords, or click on "Advanced Search" for more options.

Also try our federated search engine [MetaLib](#) to retrieve reports, articles and citations by simultaneously searching across multiple U.S. Federal Government databases.

Use the [Federal Depository Library Directory \(FDLD\)](#) to find a library near you for expert assistance in finding and using U.S. government information.

[Bookshelf](#) - [Preferences](#) - [Results List](#) - [Previous Searches](#) - [Advanced Search](#) - [FDLP Sign In](#)

Example: wildlife "environmental impact statement" NOT draft

Keyword(s):  Any



# SEARCH IN CGP FOR SPANISH LANGUAGE

## Catalogs to Search:

[Congressional Serial Set](#)   [Historic Shelflist](#)   [FDLP Web Archive](#)   [Serials](#)  
[Congressional Publications](#)   [Electronic Titles](#)   [Gov eBooks](#)

## My Options:

[Bookshelf](#)   [Results List](#)  
[Preferences](#)   [Previous Searches](#)

[Catalog of U.S. Government Publications Home Page](#) > National Bibliography of U.S. Government Publications

**Selected records (checked below):**   [View Selected](#)   |   [E-mail](#)   |   [Create Subset](#)   |   [Add to Bookshelf](#)

**Whole record set:**   [Select All](#)   |   [Deselect All](#)   |   [Rank](#)   |   [Refine](#)

Results for Keywords= Spanish language

Sort options: [Year\(d\)/Title](#) [Year\(a\)/Title](#) [Title/Year\(d\)](#) [SuDoc \(a\)](#)

Display options: [Extended](#) | [Brief](#)

Records 1 - 10 of 312 (maximum display and sort is 2000 records)

Jump to #

[Previous Page](#)

[Next Page](#)

EXAMPLE OF A PDF DOCUMENT IN SPANISH FROM THE CGP



1



# EXAMPLE OF A COMBINED LANGUAGE AND SPECIFIC TOPIC SEARCH IN CGP



Results for Keywords= Chinese AND Keywords= health

Sort options: [Year\(d\)/Title](#) [Year\(a\)/Title](#) [Title/Year\(d\)](#) [SuDoc \(a\)](#)

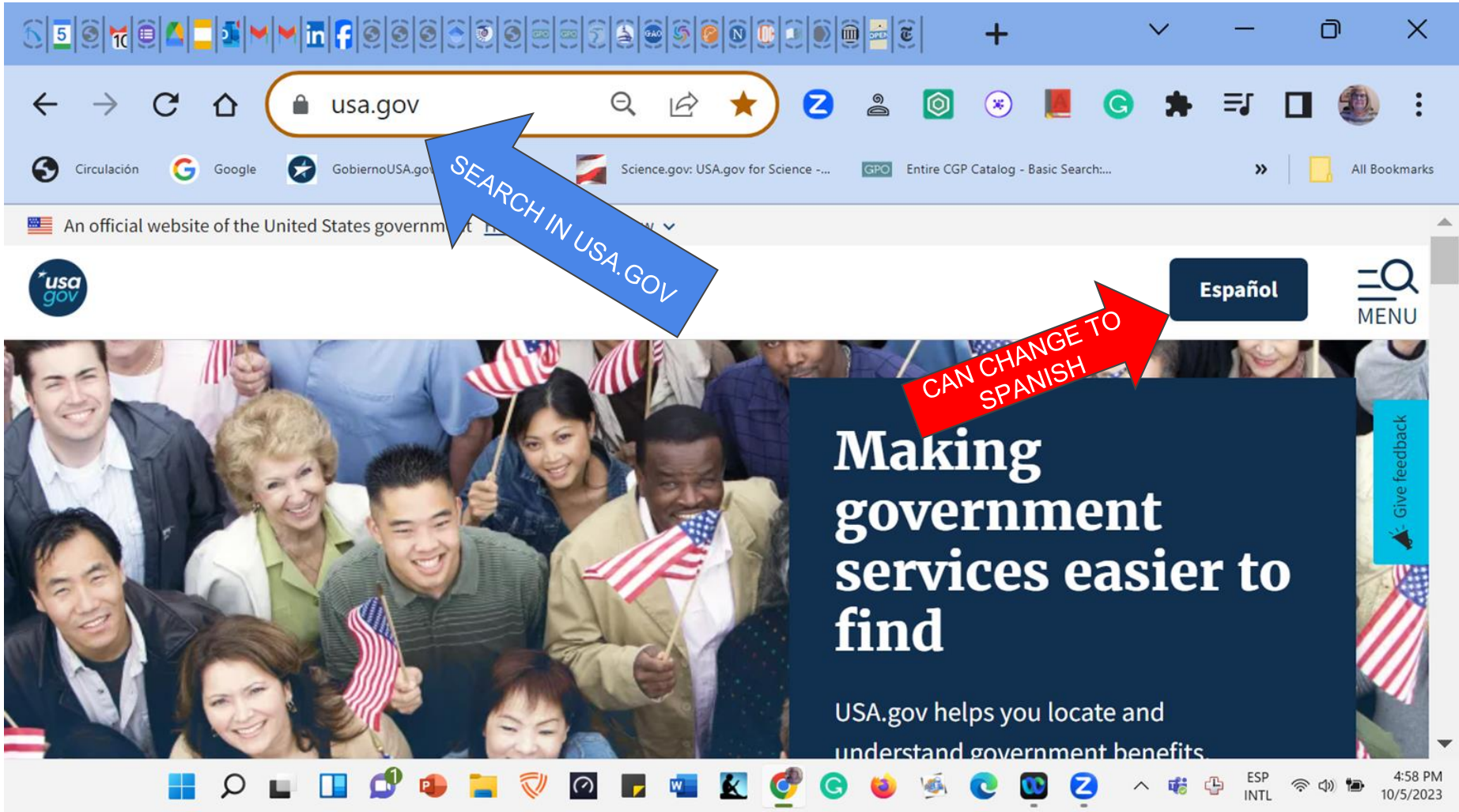
Display options: [Extended](#) | [Brief](#)

Records 1 - 10 of 140 (maximum display and sort is 2000 records)

Jump to #

[Previous Page](#) [Next Page](#)

#	Title	Year	Author	SuDoc Number	Internet Access
1	<a href="#">COVID.gov (Archived version)</a>	2022		HE 1.81:INTERNET	<a href="https://purl.fdlp.gov/GPO/gpo183717">https://purl.fdlp.gov/GPO/gpo183717</a> <a href="https://purl.fdlp.gov/GPO/gpo183715">https://purl.fdlp.gov/GPO/gpo183715</a>
2	<a href="#">COVID.gov.</a>	2022		HE 1.81:	<a href="https://purl.fdlp.gov/GPO/gpo176574">https://purl.fdlp.gov/GPO/gpo176574</a>
3	<a href="#">COVIDtests.gov (Archived version)</a>	2022		HE 1.2:C 83/INTERNET	<a href="https://purl.fdlp.gov/GPO/gpo174892">https://purl.fdlp.gov/GPO/gpo174892</a> <a href="https://purl.fdlp.gov/GPO/gpo174893">https://purl.fdlp.gov/GPO/gpo174893</a>
4	<a href="#">COVIDtests.gov : get free at-home COVID-19 tests.</a>	2022		HE 1.2:C 83/	<a href="https://purl.fdlp.gov/GPO/gpo173990">https://purl.fdlp.gov/GPO/gpo173990</a>
5	<a href="#">Baggage inspection required for travelers going from Hawaii to the U.S. mainland, Alaska, and Guam. Chinese.</a>	2020		A 101.10/4:20-003/CHIN.	<a href="https://purl.fdlp.gov/GPO/gpo142190">https://purl.fdlp.gov/GPO/gpo142190</a>
6	<a href="#">Considerations for communities of faith.</a>	2020		HE 20.7002:F 17/	<a href="https://purl.fdlp.gov/GPO/gpo138767">https://purl.fdlp.gov/GPO/gpo138767</a>



usa.gov

SEARCH IN USA.GOV

Español

MENU

**Making government services easier to find**  
USA.gov helps you locate and understand government benefits.

Give feedback

A search for languages other than English results in information and reports on languages spoken in the USA but few actual publications in other languages

*The official guide to government information and services*



All Government Videos

Search USA.gov only

languages other than english



What **Languages** Do We Speak in the United States? - **Census.gov**

[www.census.gov/library/stories/2022/12/languages-we-speak-in-united-states.html](http://www.census.gov/library/stories/2022/12/languages-we-speak-in-united-states.html)

Based on the 2019 data, 52% of people who spoke Chinese and 57% of those who spoke Vietnamese at home in the United States spoke **English** "less than ...

## WHAT DOESN'T FUNCTION

*The official guide to government information and services*



All Government Videos

Search USA.gov only

Chinese language

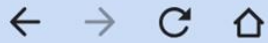


[GEC Special Report: How the People's Republic of China Seeks to Reshape ...](#)

[www.state.gov/gec-special-report-how-the-peoples-republic-of-china-seeks-to-reshape-the-gl...](http://www.state.gov/gec-special-report-how-the-peoples-republic-of-china-seeks-to-reshape-the-gl...)

Beijing uses false or biased information to promote positive views of the PRC and the **Chinese** Communist Party (CCP). At the same time, the PRC ...





search.usa.gov/sear...



multilingual resources

**WHAT DOES FUNCTION**

### Multilingual Education - Resources (CA Dept of Education)

[www.cde.ca.gov/sp/el/er/multilingualedu.asp](http://www.cde.ca.gov/sp/el/er/multilingualedu.asp)

According to the U.S. Department of Education, multilingualism provides educational, cognitive, sociocultural, and economic benefits for those ...

### Multilingual Resource Center | USCIS

[www.uscis.gov/tools/multilingual-resource-center](http://www.uscis.gov/tools/multilingual-resource-center)

**Multilingual Resource Center.** This page offers information in several languages on a variety of naturalization-related topics such as citizenship ...

### Citizenship Multilingual Resources | USCIS

[www.uscis.gov/citizenship/find-study-materials-and-resources/citizenship-multilingual-resources](http://www.uscis.gov/citizenship/find-study-materials-and-resources/citizenship-multilingual-resources)

Citizenship **Multilingual Resources** Select one of the languages below to find these **resources** as



health in chinese

**Traditional Chinese Medicine: Wh**

[www.nccih.nih.gov/health/traditional-ch](http://www.nccih.nih.gov/health/traditional-ch)

Reports and studies of herbal products us

**Chinese** herbal products have been found

**WHAT DOES FUNCTION**  
Search for a topic in this way:  
Topic in language  
Health in Chinese

**Health Information in Chinese, Simplified (Mandarin ... - MedlinePlus**

[medlineplus.gov/languages/chinesesimplifiedmandarindialect.html](http://medlineplus.gov/languages/chinesesimplifiedmandarindialect.html)

Vaccinations for preteens and teens, age 11-19 years - 简体中文 (**Chinese**, Simplified (Ma  
dialect)) PDF. Immunization Action Coalition. Vaccine ...



# FINDING INFORMATION IN SPECIFIC AGENCIES

Multiple government agencies provide information in numerous languages. Some agencies provide a way to change the entire website to another language, usually Spanish. A few agencies provide a method for searching other languages on their website. Ease of searching depends on the structure of the website and the number of other language publications provided by the agency.



A guide to some agencies which provide other language information is included as a handout with this presentation and is available on the conference website

# FINDING INFORMATION IN SPECIFIC AGENCIES

The most common languages included are Spanish, Chinese, Tagalog, French, Haitian Creole, among others.

Documents translated into other languages tend to include public information on health, education, disasters, immigration, and daily living.





# Explore Search: spanish

Filter Total Items: 156

- SCIENCE ▼
- PRODUCTS ▼
- MULTIMEDIA ▼
- DOCUMENTS ▼
- NEWS ▼
- CONNECT ▼

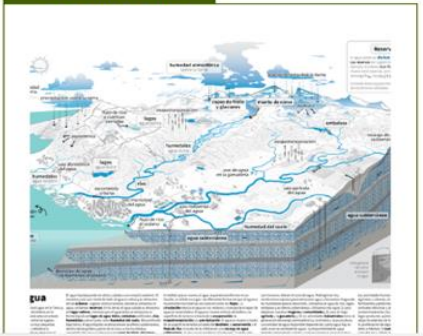
### PUBLICATION

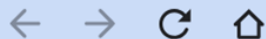


### PUBLICATION



### ILLUSTRATIONS





usgs.gov/media/ima...



Circulación



Google



GobiernoUSA.gov: página principal...



Science.gov: USA.gov for Science -...



Entire CGP Catalog - Basic Search...



All Bookmarks

An official website of the United States government [Here's how you know](#)



SCIENCE

PRODUCTS

NEWS

CONNECT

ABOUT

Latest Earthquakes



IMAGES

ILLUSTRATIONS

# El Ciclo del Agua - The Water Cycle, Spanish (PNG)

By [Water Science School](#)

OCTOBER 13, 2022

humedad atmosférica sobre el océano

transporte de humedad del océano a la tierra

humedad atmosférica sobre la tierra

precipitación sobre la tierra

## Reservas y Flujos

El agua puede ser **dulce, salada**, o una mezcla de ambas. **Las reservas** son lugares donde se almacena el agua, por ejemplo, el océano. **Los flujos** son las formas en que el agua se mueve entre reservas, como la evaporación, precipitación, descarga, recarga, o por el uso humano.

Consulte [www.usgs.gov/water-cycle](http://www.usgs.gov/water-cycle) para conocer las definiciones de los términos utilizados.



11:55 AM  
10/6/2023



FEATURED



FEATURED TOPIC

# Get Ready for Flu Season

Now is a good time for most people to get a flu vaccine.





Centros para el Control y la Prevención de Enfermedades  
CDC 24/7: Salvamos vidas. Protegemos a la gente™

English

Buscar

Temas de salud

Salud del viajero

Salud y seguridad en el trabajo

Preparación ante emergencias

Acerca de los CDC

DESTACADO



TEMA DESTACADO

# Ayude a los niños a combatir la influenza

A screenshot of a web browser interface. The address bar shows the URL 'wwwn.cdc.gov/pubs...'. The browser's toolbar includes navigation icons (back, forward, refresh, home), a search engine icon (Google), and several extension icons. Below the address bar, there are several open tabs: 'Circulación', 'Google', 'GobiernoUSA.gov: página principal...', 'Science.gov: USA.gov for Science -...', and 'GPO Entire CGP Catalog - Basic Search...'. The browser's title bar at the top shows various system icons and window controls.



Below are listed information and materials available on the Centers for Disease Control and Prevention (cdc.gov) website translated into other languages. Topics include emergency preparedness and response, diseases and conditions, data and statistics, environmental health, healthy living, injury, violence and safety, life

A Windows taskbar at the bottom of the screen. It features several application icons including the Start menu, search, File Explorer, Microsoft Edge, and various office applications. The system tray on the right shows the time '12:09 PM' and the date '10/6/2023', along with icons for network, volume, and power.

wwwn.cdc.gov/pubs...  
Circulación Google GobiernoUSA.gov: página principal... Science.gov: USA.gov for Science ... GPO Entire CGP Catalog - Basic Search:...

Found 1030 items.

**Запитання та відповіді щодо туберкульозу**  
Questions and Answers about Tuberculosis  
Language: [Ukrainian](#)

**Боротьба з ТБ**  
Tuberculosis: General Information  
Language: [Ukrainian](#)

12:09 PM 10/6/2023



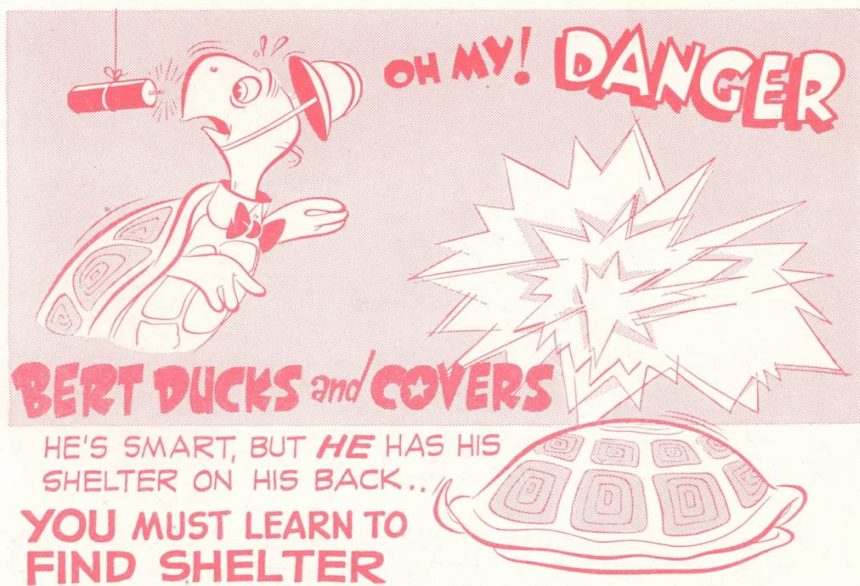
# PRESERVING AND ORGANIZING GOV INFO IN OTHER LANGUAGES FOR FUTURE ACCESS

## *Avoid Disappearing Information Syndrome:*

Save a copy (pdf)

Inform GPO of orphan,  
endangered, or disappearing  
documents

Search in Metalib under FDLP  
web archive



<https://youtu.be/IKqXu-5jw60?si=ZrjdXtj3Dhq0YqIH>

[https://www.loc.gov/static/programs/national-film-preservationboard/documents/duck\\_cover.pdf](https://www.loc.gov/static/programs/national-film-preservationboard/documents/duck_cover.pdf)

# PRESERVING AND ORGANIZING GOV INFO IN OTHER LANGUAGES FOR FUTURE ACCESS

## *DIGITAL FORMAT:*

Dedicate a computer to information in other languages and create desktop folders divided by language and topic

Use USB drives dedicated by language and topic

Use a separate hard drive for information in other languages

## *PRINT FORMAT:*

Keep a paper copy if the information is critically important to your users

Use three-ring binders to organize by language and topic



# MetaLib | GPO

[Help](#) | [CGP](#) | [Suggest a Resource](#)

Basic | **Advanced** | Expert | A-Z Resource List | My E-shelf

**Search** | Results

## Search

**Advanced**

All Fields ▾ spanish    And    All Fields ▾

TO LOCATE ARCHIVED PUBLICATIONS IN METALIB:  
  
Open Metalib and choose Advanced Search  
  
Indicate language and topic to search  
  
Choose FDLP Web Archive

### QuickSets

General Resources     GPO Resources     FDLP Web Archive



# MetaLib | GPO

[Help](#) | [CGP](#) | [Suggest a Resource](#)

**Basic** | [Advanced](#) | [Expert](#) | [A-Z Resource List](#) | [My E-shelf](#)

Search | **Results**

## Search Results

Search for "chinese" in "FDLP Web Archive" found 1483 results

[Summary](#)

[Table View](#) | [Brief View](#) | [Full View](#)

Sort by: Rank

1- 10 of 34 records retrieved ([retrieve more](#)) [Expert](#)

<< Previous **Next** >>

No.	Rank	Author	Title	Year	Database	Action
1	<div style="width: 100%;"></div>		<a href="#">Lions, Dragons, and Nian: Animals of the Chinese New Year   NEH-Edsitement</a> Students & Scholars at Yale Internet Public Library Asian dragons Chinese Dragon Dance Chinese dragons Chinese firecrackers Chinese Lion Chinese New Year Chinese New Year by the Chinese calendar Chinese	2018	<a href="#">FDLP Web Archive - Full Text</a>	<input type="button" value="⊕"/>
2	<div style="width: 80%;"></div>		<a href="#">Chinese firms eagerly buying up American assets - latimes.com</a> follows Chinese investments.	2012	<a href="#">FDLP Web Archive - Full Text</a>	<input type="button" value="⊕"/>
3	<div style="width: 80%;"></div>		<a href="#">Chinese firms eagerly buying up American assets - latimes.com</a> follows Chinese investments.	2012	<a href="#">FDLP Web Archive - Full Text</a>	<input type="button" value="⊕"/>
4	<div style="width: 80%;"></div>		<a href="#">FDIC: Inactive FIL-94-2006: New Deposit Insurance Publications Now Available in Korean and Chinese</a>	2016	<a href="#">FDLP Web Archive - Full Text</a>	<input type="button" value="⊕"/>

- Topics
- > [Gov](#) (4)
  - > [Chinese New Year](#) (3)
  - > [Chinese Exclusion](#) (3)
  - > [Simplified Chinese](#) (2)
  - > [Consumer](#) (2)

- Dates
- > [2019](#) (6)
  - > [2018](#) (7)
  - > [2017](#) (6)



# MetaLib | GPO

[Help](#) | [CGP](#) | [Suggest a Resource](#)

**Basic** | Advanced | Expert | A-Z Resource List | My E-shelf

Search | **Results**

## Search Results

Search for "spanish" in "FDLP Web Archive" found 1529 results

[Summary](#)

[Table View](#) | [Brief View](#) | [Full View](#)

Sort by: Rank

1- 10 of 60 records retrieved ([retrieve more](#)) [Expert](#)

<< <Previous [Next](#) >>

### Topics

No.	Rank	Author	Title	Year	Database	Action
1	<div style="width: 100%;"></div>		<a href="#">The Spanish Ulcer   Humanities</a> The Spanish troops arrived two days later. On February 28, the Anglo-Spanish army finally set out for Chiclana.	2015	<a href="#">FDLP Web Archive - Full Text</a>	<a href="#">+</a>
2	<div style="width: 100%;"></div>		<a href="#">Your Insured Deposits Brochure in Spanish   FDIC</a> Related Products: Deposit Insurance At A Glance Brochure in Spanish Your Insured Deposit Brochure 2018		<a href="#">FDLP Web Archive - Full Text</a>	<a href="#">+</a>

- [Spanish](#) (12)
- [Federal](#) (11)
- [Commission](#) (3)
- [Health Care](#) (2)
- [Response](#) (2)

# LANGUAGE USE, CULTURE, AND OTHER CONSIDERATIONS IN OFFERING SERVICE TO YOUR USERS

Be respectful

Treat with dignity

Be formal in language use

Realize that in many cultures, users may arrive  
in family or friendship groups

Learn some words and phrases in the  
languages of users in your area





# LANGUAGE USE, CULTURE, AND OTHER CONSIDERATIONS IN OFFERING SERVICE TO YOUR USERS

Find staff members or volunteers who speak the languages in your area.

Provide translations if possible and the information does not exist in the language.

Learn about the constructs of cultural differences such as time, money, family, collective vs individualistic cultures, food and meals, etc.



<https://metalib.gpo.gov/>

<https://www.usa.gov/>

Oh, the Places  
You'll Go!

WHEN YOU VISIT GOVERNMENT WEBSITES





شكراً جزيلاً  
ngiyabonga  
рахмат  
danke 謝謝  
спасибо  
Bаярлалаа  
faafetai lava  
nami nandri  
kiitos dankie  
dhanayavad  
mauruuru  
koszonom  
hvala  
gracie  
bedankt  
enkosi  
bayarlalaa  
dziękuje  
sobodi  
dekuji  
obrigado  
mesi  
didi madloba  
sagolun  
chnorakaloutioun  
gratias ago  
gracies  
sukriya  
kop khun krap  
najis tuke  
kam sah hamnida  
rahmat  
terima kasih  
ragmat  
tōsāke bhanyāda  
ありがとうございます  
tanemirt  
rahmet  
xixie  
감사합니다  
eucharistō  
dank je  
welalin tack  
misaotra  
matondo  
paldies  
grazzi  
mahalo  
tapadh leat  
gracias  
akun dankon aciū  
djere dieuf  
tau  
mochchakkeram  
dякую  
mamnun  
go raibh maith agat  
arigatō  
dhanyavadagalū  
shukriya  
merce  
merci  
xвала  
asante  
manana  
obrigada  
murakoze  
tenki