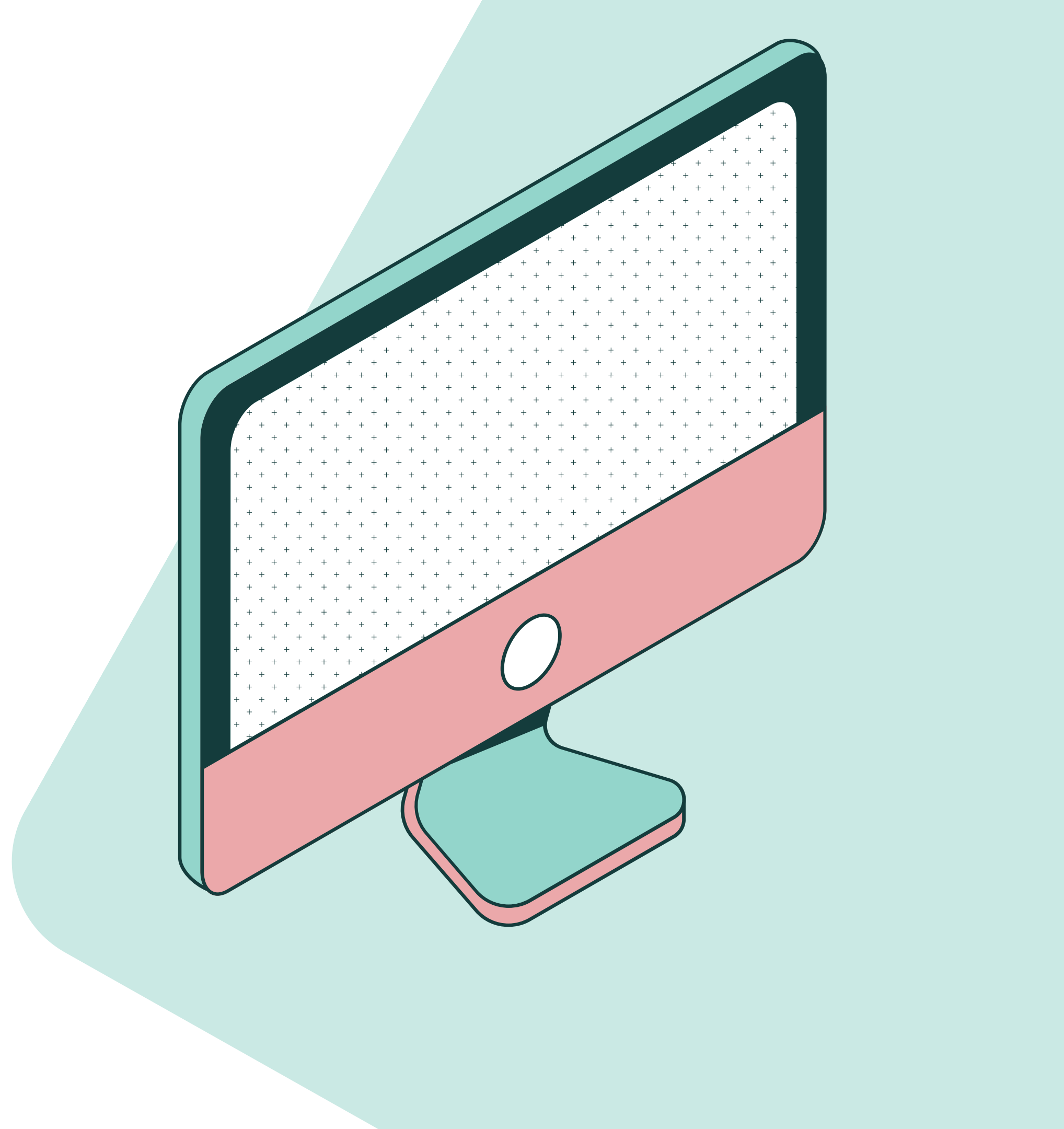


NAATI recertification guide

# Logging activities



[naati.au/recertification](https://naati.au/recertification)



## STEP 1

# Login

To access your logbook, login to your myNAATI account.

myNAATI

## LOG INTO myNAATI

Email

Password

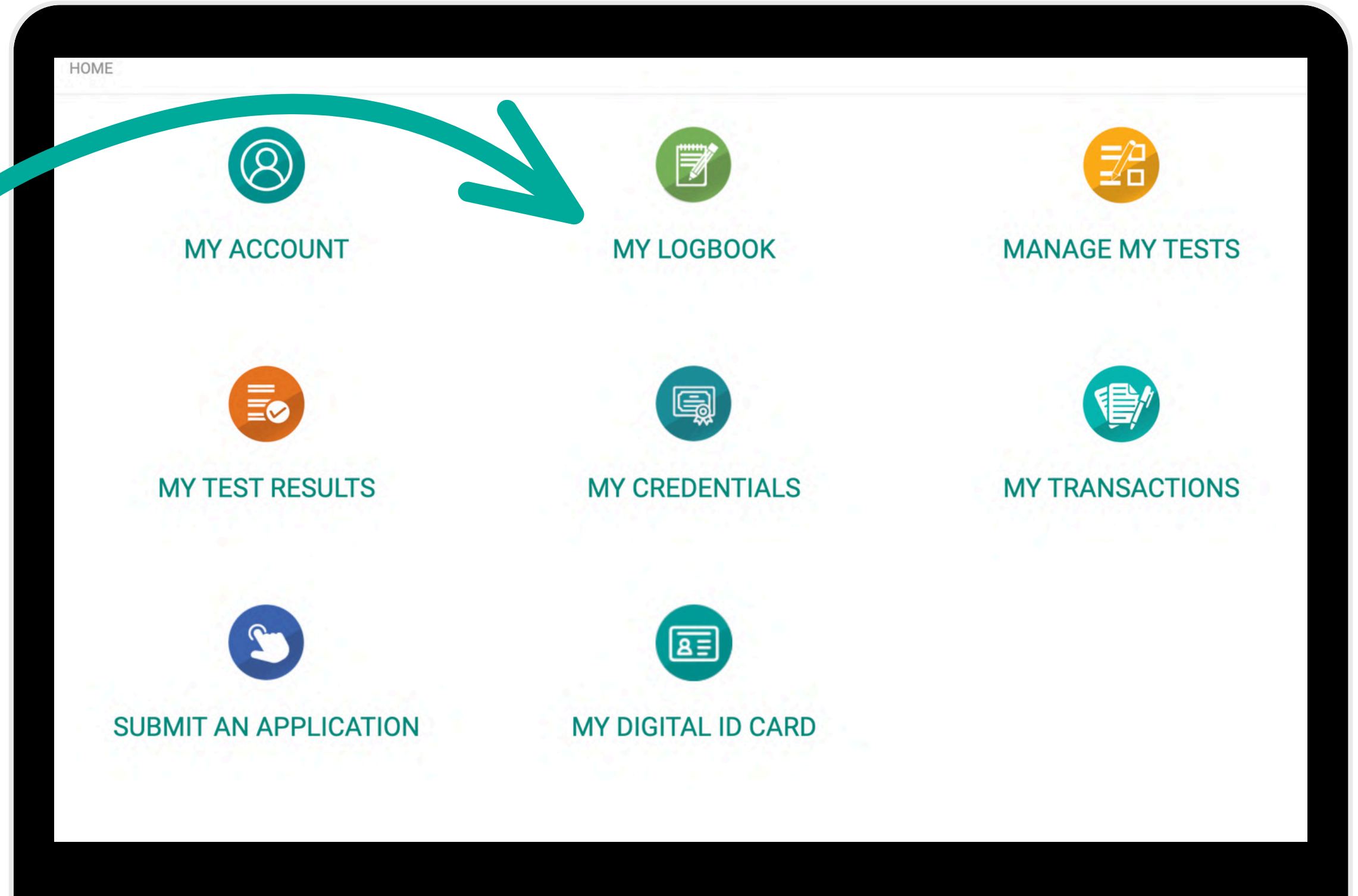
[SIGN IN](#) [RESET PASSWORD](#)

If you do not have a myNAATI Account, please [click here](#) to register.

## STEP 2

# My logbook

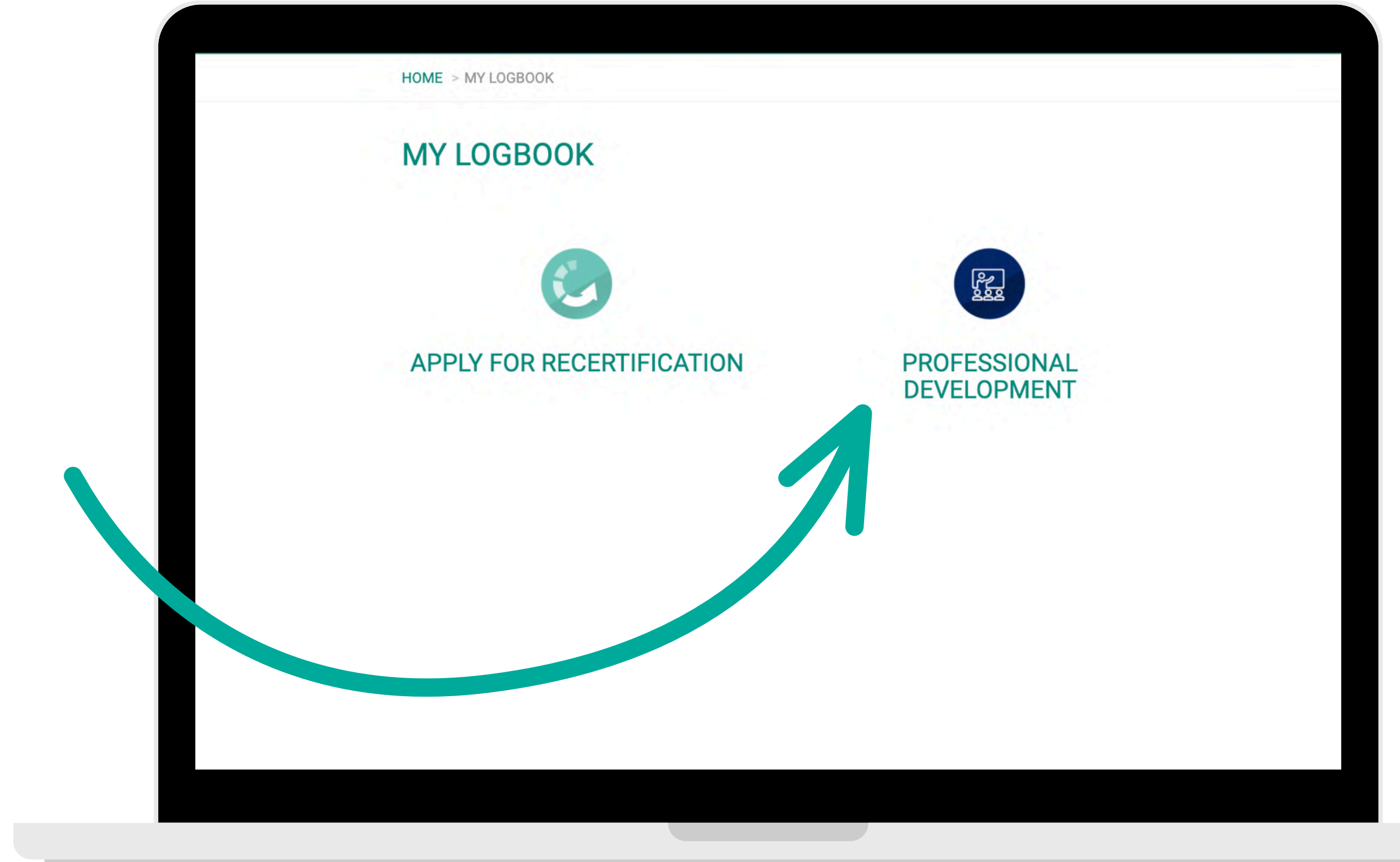
On your home page, find the my\_logbook button.



### STEP 3

# Professional development

Select the professional development button.



## GUIDE

# Logbook

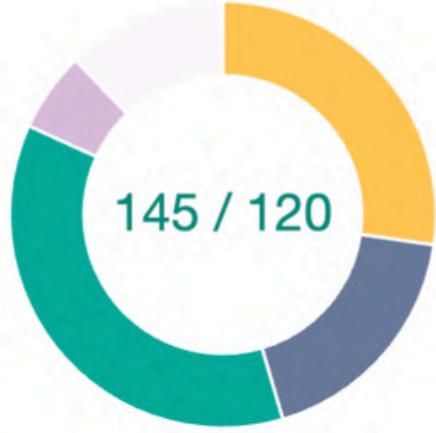
This is what your logbook should look like.

SHOWING CURRENT LOGBOOK SHOW SUBMITTED LOGBOOKS

Date you can recertify from  
📅 2 November 2023

Certification Expiry Date  
📅 1 November 2025

End of Recertification period  
📅 1 November 2026



145 / 120

Recertification Points

Status	Requirement	Minimum Points	Current points
✓	Category A: Ethics	10	45
✓	Category B: Skills development	30	30
✓	Category C: Professional engagement	20	60
✗	Category D: Maintenance Of Language	30	10
✓	Minimum 120 points in total		145

PROFESSIONAL DEVELOPMENT CATALOGUE VIEW RECERTIFICATION CATALOGUE

Choose your professional development category

Category A: Ethics | Category B: Skills development | Category C: Professional engagement | Category D: Maintenance Of Language

Choose the category item to log activities in Category A: Ethics

A.1 | A.2 | A.3 | **A.4** | A.5

Taught ethics for translators or interpreters at a tertiary education institution

Requirements	Points Limit	Points	Action
1 semester or more	-	30	<span>+ ADD ACTIVITY</span>

Date Completed	Activity Description	Category Item	Category	Points	Notes	Status
30/05/2026	Attended an ethics webinar - 1 hour	A.1	Category A: Ethics	5		✓

## GUIDE

# Add activity

You can add entries to your logbook at any time after your credential is granted and before you submit your recertification application.

Each entry should include:

- Completed date: for example, the date of the activity, the end of a reporting week or month, the date of a reference letter, or an approximate date of entry
- Description: a brief summary of the activity or work completed
- Supporting evidence: for example, a reference letter, a certificate of attendance, invoice of membership, confirmation email of webinar registration etc.

SHOWING CURRENT LOGBOOK

SHOW SUBMITTED LOGBOOKS

Date you can recertify from

2 November 2026

225 / 120

Recertification Points

PROFESSIONAL DEVELOPMENT CATALOGUE

VIEW

Choose your professional development category

Category A: Ethics

Category B: Skills

Choose the category item to log activities in

A.1

A.2

A.3

A.4

Taught ethics for translators or interpreters

Requirements

1 semester or more

ADD ACTIVITY

ADD

CANCEL

Date Completed	Activity	Requirement	Category	Points	Status
31/05/2026	cvbv	D.7.2	Category D: Maintenance Of Language	80	✓

## GUIDE

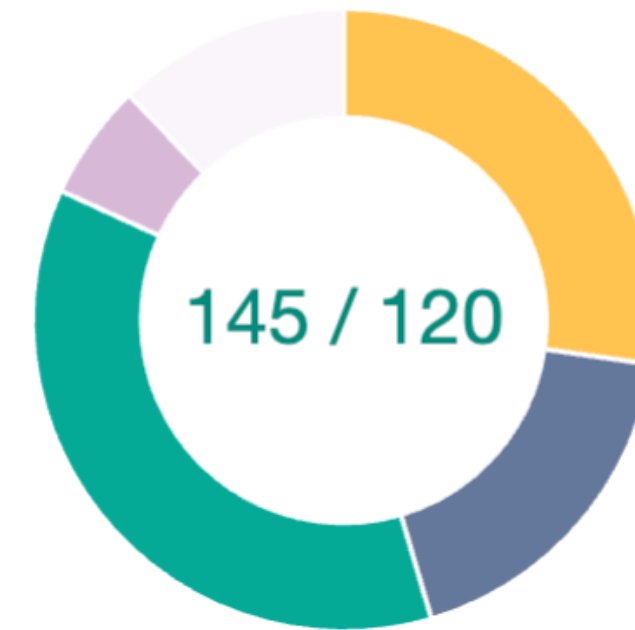
# How to use your logbook

You can structure your logbook in a way that works for you, as long as there is enough detail for NAATI to assess your application.

Some practitioners with higher workloads choose to record weekly or monthly totals instead of individual jobs.

If you are using a manual logbook, you should record the same key details.

NAATI will also send you more reminders to help you stay on track, and your logbook includes live charts to help you monitor your progress against minimum requirements.



Recertification Points

Status	Requirement	Minimum Points	Current points
✓	Category A: Ethics	10	45
✓	Category B: Skills development	30	30
✓	Category C: Professional engagement	20	60
✗	Category D: Maintenance Of Language	30	10
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