Translationese

Translationese is an artificial language that is extremely useful in learning Greek. Its purpose is to convey instantly, to yourself and to your teacher, that you have understood the Greek. Translationese represents the structure of the original Greek as clearly as possible. It is not elegant. You might be interested in making elegant translations (a) for the challenge of it or (b) for the sake of others who do not know Greek. But for yourself, as you learn Greek, use translationese.

νομίζω τόν δε τόν παιδά εἶναι μόρον

normal English: I think this child is foolish.
translationese: I consider this here child to be foolish.

Some principles:

Translate μέν on the one hand and δέ on the other, awkward though it may be.

Translate forms of οὗτος and δέ so plurals show and so that one can tell whether the Greek was οὗτος or δέ:

ταύτα εἶπεν. He said these things (not this).
τάδε εἶπεν. He said these here things OR these the following things (not this).
δέ εσθίουσιν. They eat in this here way.
οὗτως εσθίουσιν. They eat in this way / thus.

Translate ὅτι as that. Show indirect discourse with the infinitive construction by using parentheses:

λέγω ὅτι εσθίουσιν. I say that they are eating.
λέγω αὐτούς εσθιειν. I say (that) they are eating.

There will be times when showing the Greek structure would be too awkward and no real translationese is possible—for example, with neuter plural subject and singular verb, or with dative of possession. You might want to write extra information in parentheses.

τὰ βιβλία ἐστὶ μικρά. The books are (is) small.
βιβλίων ἐστιν αὐτῷ. He has a book. Literally, A book is (= belongs) to him.

The general rule: reveal the Greek structure whenever you can.

Note: Your teacher may prefer that you use smooth English rather than translationese. In that case, keep the Greek in mind. As you write this for τάδε, be thinking, "neuter plural."