

Syllabus

Faculty Arts and Sciences
Specialization English Language and Literature
Semester First Semester
Academic Year 2019-2020

Course Name Introduction to Translation
Course Number 0102131

Each student shall receive a copy of the syllabus to be kept for future reference.

1. Instructor Information

1. Lecturer Name: Maisa Suleiman
2. Office Number: 355
3. Phone Number:
4. Email: Masuleiman@meu.edu.jo
5. Office Hours: 12:30-2 Mon-Wed & 11-12:30 Sun-Tuesday

2. Course Details

1. Meeting Times: 9:30-11 Sunday – Tuesday
2. Location:0
3. Course Laboratory (if any): None

3. Sources and References

1. Required Readings: A Textbook of Translation – Newmark
2. Additional Readings: Students will be asked to consult online and paper periodicals to write about specific topics chosen by the instructor.

4. Course Description

This course focuses on translating different texts from English into Arabic. Texts size includes sentences, paragraphs and essays. Special attention will be given to analyzing structural, stylistic and semantic errors and problems.

5. Aims and objectives:

The main objectives of this course are:

- 1) Defining translation, using dictionaries and other tools in translation.
- 2) Distinguishing between various forms of translation.



F112-3, Rev. c

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- 3) Familiarizing students with different methods of translation.
- 4) Familiarizing students with the importance of translation theories.
- 5) Encouraging students to translate sentences and short paragraphs.

6. Course Learning Outcomes (CLOs):

1. **Demonstrate** the processes and competencies in translating documents usually from English into Arabic.
2. **Outline** the professional and ethical standards required for professional translators.
3. **Demonstrate** proficiency in the use and application of different translation tools used in the field (such as dictionaries, software, internet search among others)

7. Programme Learning Outcomes (PLOs):

The programme aims to prepare competent graduates who are capable of:

1. Describing the basic components and elements of English language related to phonetics, morphology, syntax and semantics.
2. Recognizing the British and American literary works such as drama and novel.
3. Distinguishing the artistic and intellectual trends and movements in the British and American literature.
4. Mastering the skills of English language: pronunciation, speaking and writing.
5. Expressing and critiquing the ideas of real life in English.
6. Transferring knowledge related to teaching English language within its own dimensions.
7. Translating texts from and into English language.

8. Teaching Methods

The methods of instruction may include, but are not limited to :

1. Lectures
2. Group discussions
3. Assignments
4. Doing exercises

#	Description	Weight	Description
1.	Exams	30%	Translation skills test
2.	Final Exam	50%	Translation Test
3.	Assignments	10%	Assigned tasks
4.	Participation	10%	Attendance – Preparation and Participation in class
Total		100%	

9. Course Schedule:

Week	Subject	Reference in the Course Book (Pages)	CLO	PLO
1	Orientation	-	1-2	-
2	The Analysis of a Text Reading the text The intention of the text The intention of the translator Text styles The readership	13	1-3	4+5+7
3	Stylistic scales Attitude Setting The quality of the writing Connotations and denotations The last reading Conclusion	18	1-3	4+5+7
4	Translation Attempt	Application	1-3	4+5+7
5	Discussing the difficulties they faced while translating the suggested text	Application	1-3	4+5+7
6	First Exam The Process of Translation	19-35	1-3	4+5+7

7	Language Functions, Text-categories and Text-types The expressive function The informative function The vocative function The aesthetic function The pharic function The metalingual function	39-43	1-3	4+5+7
8	Translation Methods 45 Introduction The methods Comments on the methods	43-50	1-3	4+5+7
9	Equivalent effect . Methods and Lext-categories Translating Other methods	43-50	1-3	4+5+7
10	Translation and Culture Definitions Cultural categories General considerations Ecology	94-97	1-3	4+5+7
11	Material culture Social culture Social organisation - political and administrative Gestures and habits	97-100	1-3	4+5+7
12	Translation of idioms Second Exam	Apploication	1-3	4+5+7
13	Translation of new paragraphs and discussion	Application	1-3	4+5+7
14	Shorter Items Words and context The translation of dialect You and the computer Function and description	193-200	1-3	4+5+7
15	Familiar alternative terms When and how to improve a text Collocations The translation of proper names The translation of weights, measures, quantities and currencies Ambiguity	201-218	1-3	4+5+7
16	Final Exams	-	-	

10. Course Policies

- Course policies are determined by Undergraduate and Postgraduate Degree Regulations and Student Guide

- Policies should be announced during the first meeting.

1. Attendance:

a. Students must attend all classes of this course.

b. Any student with absence of 15% of the classes of any course, will be illegible to sit for the c. final exam and will be given the university zero (35%) in this course.

In the case (b) above, if a student submits an official sick report authenticated by university clinic or an accepted excuse by the Dean of his/her faculty, the student will be considered as withdrawn from the course, and a "W" will be shown in the transcript for this course.

2. Delays:

Students are not allowed to come late to classes. Any student coming late will not be allowed to attend the class and he/she will be marked absent.

3. Examinations:

a. Failure in attending a course exam other than the final exam, will result in zero mark unless the student provides an official acceptable excuse to the instructor who approves a make up exam.

b. Failure in attending the final exam will result in zero mark unless the student presents an official acceptable excuse to the Dean of his/her faculty who approves an incomplete exam, normally scheduled to be conducted during the first two weeks of the successive semester.

4. Homework and Projects:

Assignments and projects should be submitted to the instructor on the due date. Zero mark will be given for late submissions unless the student has an acceptable excuse approved by the instructor of the course.

5. Attending the Exams and Meeting the Deadlines:

a. A student who is late more than 10 minutes will not be permitted to sit the exam (first, second or mid exams).



F112-3, Rev. c

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b. A student who is late more than 30 minutes will not be permitted to sit to final exam, and no student will be permitted to leave the exam center before the elapse of 30 minutes.

6. Cheating and Punishment:

- a. Cheating is an attempt to gain marks dishonestly and includes; but not limited to:
- b. Copying from another student's work.
- c. Using materials not authorized by the institute.
- d. Collaborating with another student during a test, without permission.
- e. Knowingly using, buying, selling, or stealing the contents of a test.
- f. Plagiarism which means presenting another person's work or ideas as one's own, without attribution.
- g. Using any media (including mobiles) during the exam.

Penalty for Cheating: The minimum penalty for cheating is an automatic Zero for the test or assignment leading to a possible "F" for the course. The exam invigilator will produce a report on the case to the examination committee chairman. The report will be kept in the student file. The student may remain seated in the exam center, but in case that causes a disturbance to other students, the student will be expelled out of the exam center if approved by the examination committee chairman. A second offense will result in the immediate suspension of the student for the remainder of the current semester. A copy of the decision will be kept in the student file.



F112-3, Rev. c

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