

PROGRAMME SPECIFICATION– POSTGRADUATE PROGRAMMES

KEY FACTS

Programme name	Principles and Practice of Translation
Award	Postgraduate Certificate
School	School of Arts and Social Sciences
Department or equivalent	Department of Creative Practice & Enterprise
Programme code	PCTRNS
Type of study	Distance
Total UK credits	60
Total ECTS	30

PROGRAMME SUMMARY

The programme covers theoretical approaches to translation in terms of their relevance to translation practice and will develop students practical translation skills, with theoretical concepts increasingly informing translation practice as the course progresses.

The Principles and Practice of Translation Theory module covers theoretical frameworks relevant for professional translation. The module introduces the students to the translation process and its stages, source text analysis, translation method and procedures, fundamental notions in translation such as equivalence and translatability, and equips them with the relevant analytical tools to identify translation problems at word, above-word and textual level. Students gain the theoretical tools, strategies and procedures required to make translation decisions in a systematic way.

Texts in the translation practice modules cover generalist areas as well as following semi-specialist domains: Technology, Business and Literature (semi-specialist domains A) and Science, Social Science and Law (semi-specialist domains B) Generalist texts can be drawn from any subject domain but they are not necessarily aimed at a specialist in that area. Generalist texts are characterised by a textual profile which consists of lexis and syntax that can be understood by an educated reader.

Aims

- To provide students with a theoretical framework for translation and apply this to the practice of translation working with a wide range of generalist and semi-specialist source texts from different domains
- To identify and develop specific skills involved in the process of translating, including pre- and post translation activities
- To develop research and documentation strategies and encourage the use of a wide range of translation resources
- To develop awareness of professional standards, norms and translational ethics in the industry and develop their own professional identity
- To enable students to develop their analytical capacities and the ability to examine

and critically assess complex translation issues and terminology

- To provide students with the practical experience and familiarise them with the need for reflective practice in translation which will prepare them for entry into the translation profession
- To provide students with the theoretical knowledge and practical experience to be able to explain and describe the linguistic and other problems encountered during the translation process, as well as to explain and make a case for the choices made in the translation product.

WHAT WILL I BE EXPECTED TO ACHIEVE?

On successful completion of this programme, you will be expected to be able to:

Knowledge and understanding:

- Analyse the issues and processes involved in the translation of texts from different genres and domains
- Analyse a range of translation problems and choose the appropriate strategy for the context in question (including the brief)
- Demonstrate a critical understanding of the role of the translator
- Demonstrate a critical understanding of the role of culture-specific phenomena in translation

Skills:

- Work in a professional, independent way, demonstrating self-discipline, self-direction and reflectivity
- Critically assess translations and make reasoned judgements about translation choices and strategies
- Analyse source texts from a variety of different genres in terms of extra-textual and intratextual features
- Critically evaluate and apply strategies for continuing professional development
- Plan, research, draft and edit translations from a variety of genres to a professional standard
- Gather, retrieve and synthesise information to support the translation process (research & documentation)
- Apply highly developed organisational and interpersonal skills
- Engage with and critically evaluate the major translation theories with respect to their relevance for professional practice
- Be aware of and apply relevant professional norms and guidelines

- Understand the need for and apply relevant research and documentation strategies
- Critically evaluate and use appropriate resources for translators

Values and attitudes:

- Respect the integrity of all sources, including the source text
- Demonstrate an awareness of professional ethics

HOW WILL I LEARN?

Student learning, reflective practice and progression will be facilitated through detailed individual feedback on assignments during the learning and teaching cycle. Learning and teaching will take place through a combination of methods depending on the requirements of the individual module. It will include face-to-face or online discussion with peers and/or tutors; written feedback on formative translation assignments; one-to-one telephone or email tutorials on the practice modules; self-assessment and self-evaluation through exercises and tutorials; feedback sessions via webinars/skype seminars.

WHAT TYPES OF ASSESSMENT AND FEEDBACK CAN I EXPECT?

Assessment and Assessment Criteria

Assignments will be assessed through coursework consisting of formative and summative assignments, including translation assignments, translation assignments with reflective commentary, text analysis.

Assessment Criteria are descriptions, based on the intended learning outcomes, of the skills, knowledge or attitudes that you need to demonstrate in order to complete an assessment successfully, providing a mechanism by which the quality of an assessment can be measured. Grade- Related Criteria are descriptions of the level of skills, knowledge or attributes that you need to demonstrate in order to achieve a certain grade or mark in an assessment, providing a mechanism by which the quality of an assessment can be measured and placed within the overall set of marks. Assessment Criteria and Grade-Related Criteria will be made available to you to support you in completing assessments. These may be provided in programme handbooks, module specifications, on the virtual learning environment or attached to a specific assessment task.

Feedback on assessment

Feedback will be provided in line with our Assessment and Feedback Policy. In particular, you will normally be provided with feedback within three weeks of the submission deadline or assessment date. This would normally include a provisional grade or mark. For end of module examinations or an equivalent significant task (e.g. an end of module project), feedback will normally be provided within four weeks. The

timescale for feedback on final year projects or dissertations may be longer. The full policy can be found at:
https://www.city.ac.uk/_data/assets/pdf_file/0008/68921/assessment_and_feedback_policy.pdf

Assessment Regulations

In order to pass your Programme, you should complete successfully or be exempted from the relevant modules and assessments and will therefore acquire the required number of credits.

The Pass mark for each module is 50%.

If you fail an assessment component or a module, the following will apply:

1. Compensation: where you fail up to a total of 20 credits at first or resit attempt (15 for a Postgraduate Certificate), you may be allowed compensation if:
 - Compensation is permitted for the module involved (see the module specification), and
 - It can be demonstrated that you have satisfied all the Learning Outcomes of the modules in the Programme, and
 - A minimum overall mark of 10 percentage points below the pass mark has been achieved in the module to be compensated, and
 - An aggregate mark of 50% has been achieved overall.

If you receive a compensated pass in a module you shall be awarded the credit for that module. The original component marks shall be retained in the record of marks and the greater of the original module mark and the minimum pass mark for the module shall be used for the purpose of calculation towards the Award.

2. Resit: you will normally be offered one resit attempt. However, if you did not participate in the first assessment and have no extenuating circumstances, you may not be offered a resit.

If you are successful in the resit, you shall be awarded the credit for that module. The mark used for the purpose of calculation towards your Award shall be calculated from the original marks for the component(s) that you passed at first attempt and the minimum pass mark for the component(s) for which you took a resit.

If you do not satisfy your resit by the date specified you will not progress and the Assessment Board shall require that you withdraw from the Programme.

If you fail to meet the requirements for the Programme, but satisfy the requirements for a lower-level Award, then a lower qualification may be awarded as per the table below. If you fail to meet the requirements for the Programme and are not eligible for the award of a lower level qualification, the Assessment Board shall require that you withdraw from the Programme.

If you would like to know more about the way in which assessment works at City, please

see the full version of the Assessment Regulations at:
http://www.city.ac.uk/data/assets/word_doc/0003/69249/s19.doc

WHAT AWARD CAN I GET?

Postgraduate Certificate:

	HE Level	Credits	Weighting (%)	Class	% required
Taught	7	60	100	With Distinction	70
				With Merit	60
				With Pass	50

WHAT WILL I STUDY?

To be awarded the Postgraduate Certificate in Principles and Practice of Translation, students have to obtain 60 credits comprising LAM030 Principles and Practice of Translation Theory; LAM031 Translation Practice 1: Generalist texts; LAM032 Translation Practice 2: semi-specialist domains A; LAM033 Translation Practice 3: semi-specialist domains B.

Module Title	SITS Code	Module Credits	Core/ Elective	Can be Compensated?	Level
Principles and Practice of Translation Theory	LAM030	15	C	N	7
Translation Practice 1: Generalist texts	LAM031	15	C	N	7
Translation Practice 2: Semi-specialist domains A	LAM032	15	C	N	7
Translation Practice 3: Semi-specialist domains B	LAM033	15	C	N	7

TO WHAT KIND OF CAREER MIGHT I GO ON?

If you would like more information on the Careers support available at City, please go to:
<http://www.city.ac.uk/careers/for-students-and-recent-graduates>.

HOW DO I ENTER THE PROGRAMME?

Students should normally have a good first degree (2:1 or equivalent) in a relevant subject or will exceptionally be considered if they possess extensive relevant professional experience and are able to provide evidence of knowledge and skills equivalent to a first degree. Applicants who do not possess standard entry requirements will be required to demonstrate graduate-level intellectual and practical skills and capabilities: the ability to find and process information, to exercise critical judgement, to analyse arguments and to question underlying assumptions and values. All non-standard entry applicants will be interviewed, and will also need to demonstrate their

academic writing skills, in English.

Applicants need to demonstrate linguistic competence (in their foreign language) at a level equivalent to either a first degree in their foreign language, or IELTS 7.0 (in the reading, writing and listening components).

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