


SCHOOL OF HUMANITIES AND LANGUAGES

This course outline is to be read in conjunction with A Companion to Course Outlines, available on the School of Humanities and Languages website at: <http://hal.arts.unsw.edu.au/undergraduate/>

1. Location of the Course			
FACULTY	Arts and Social Sciences		
SCHOOL	International Studies		
COURSE CODE	MODL5108		
COURSE NAME	Preparation for Accreditation in Translation		
SEMESTER	2	YEAR	2013

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3. Staff Contact Details			
COURSE CONVENOR			
Name	Dr Mira Kim	Office	Morven Brown, Room 274
Phone	9385 2389	Email	mira.kim@unsw.edu.au
Contact Time and Availability	Wednesday 2-4 pm or by appointment		
CHINESE			
Name	Mr Sean Cheng	Email	sean.cx@unsw.edu.au
Name	Mr Graeme Ford	Email	TBC
INDONESIAN			
Name	Ms Sue Piper	Email	s.piper@unsw.edu.au
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Name	Ms Neelu Kaur	Email	TBC
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Name	Dr Mira Kim	Email	mira.kim@unsw.edu.au
Spanish			

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4. Course Details	
Credit Points	6
Summary of the Course	MODL5108 Preparation for Accreditation is an advanced translation course that builds on the students' familiarity with the thematic fields and translation skills previously acquired in other courses. It covers fields such as economics, health, legal and social issues commonly used in NAATI translation examinations. It includes translation practice in an examination-simulated setting a few times per semester. Translation passages reflect text types, genres, length and level of complexity of the NAATI examination at the Professional Translator level. Students will conduct background research in the areas commonly used in NAATI examinations to increase their knowledge base and lexical acquisition, work on a step-by-step approach to translation and build up bilingual glossaries in selected areas.
Aims of the Course	<ol style="list-style-type: none"> 1. To prepare students for undertaking the NAATI Professional Translator examination 2. To help students develop analytical skills required for self and peer assessment of translation
Student Learning Outcomes	<p>By the end of the course the students will acquire competencies necessary for professional translation in areas required for the NAATI Translator examination. They include the ability to translate competently passages of approximately 250 words (or English equivalent) into their preferred direction(s) within the NAATI determined exam time span.</p> <ol style="list-style-type: none"> 1. They should be able to critically assess translations of their own and of peers within context. 2. They should also be able to develop the skills to appropriately locate, evaluate and use relevant bilingual information pertaining to translation, and create glossaries.
Graduate Attributes	<ol style="list-style-type: none"> 1. Independent and reflective learning skills 2. Effective bilingual written communication 3. Analytical and critical thinking skills 4. Creative problem-solving skills

5. Course Timetable			
Class Type/Number	Day	Time	Location
Lecture 1	Thursday	9.30-11:00	OMB 150
Lecture 2	Thursday	10:30-12:00	OMB 150
Chinese tut (EC trans)	Monday	16:00-17:00	MAT 107
Chinese tut (EC trans)	Monday	17:00-18:00	MAT 107
Chinese tut (CE trans)	Friday	18:00-19:00	MB G3
Indonesian tut (IE trans)	Thursday	15:00-16:00	MB 209
Indonesian tut (EI trans)	Thursday	16:00-17:00	MB209
Japanese tut (JE trans)	Friday	16:00-17:00	MB 209
Japanese tut (EJ trans)	Friday	13:00-14:00	MB 209

Korean (EK trans)	Thursday	14:00-15:00	QUAD 1049
Korean (KE trans)	TBC	TBC	TBC
Spanish (S>E)	Tuesday	9:00-10:00	MB209
Spanish (E>S)	Tuesday	12:00-13:00	MB 209
* Course timetables are subject to change without notice. Students are advised to check regularly for updates on the Online Timetable at www.timetable.unsw.edu.au .			

6. Rationale for the Inclusion of Content and Teaching Approach

The rationale for the inclusion of the content is to ensure that it corresponds to that of the professional examination requirements in NAATI translation. The rationale behind the teaching approach and activities is to ensure that the students develop the necessary competencies in professional translation required for the NAATI examinations.

7. Teaching Strategies

This course consists of lectures and language-specific tutorials. The lectures are conducted in English every week and language-specific tutorials take place for six weeks except Chinese stream (See Section 10). In the lecture, students will be engaged in post-translation analysis of LOTE translations, discussion about common problems in English translations and peer-assessment. Students must upload their weekly translation with questions or comments on Moodle by Monday each week starting from Week 2 (e.g. Text 1.1 translation must be uploaded on Moodle by Monday of Week 2). Language-specific translation submission forums can be found in Learning Activities in Moodle. Language-specific tutors will give formative feedback on weekly translations collectively based on the questions and comments posted on Moodle. Individual feedback will be given on the trial translation test only. The topics to be covered in the course are primarily economics, trade, health, social, legal and tourism.

8. Assessment

Assessment Task	Length	Weight	Learning Outcomes Assessed	Graduate Attributes Assessed	Due Date
Trial translation test	250 words per passage	40%	1	3 & 4	Week 11 in Lecture
NAATI accreditation exam		60%	1	3 & 4	Scheduled in formal examination period, TBA

Translation Trial Test

- The test will be administered during the lecture in Week 11 and marked in compliance with the NAATI translation assessment guidelines.
- Students must translate a passage (250 words in length) out of two in each direction of their choice for an hour and 20 minutes.

NAATI Translation Accreditation Exam

- The exam will be administered on two different days during the formal exam period. One is for translation into LOTE and the other is for translation into English.
- Students must choose the direction(s) in which they take the final accreditation exam (i.e. into English, into LOTE, or both) by the end of Week 1. They must attend all the tutorials and lectures of their chosen direction(s) and take both trial test and final exam in their chosen direction(s). They are NOT allowed to change their chosen direction(s) after Week 2.

- Students must translate two passages out of three per direction for two hours and fifty minutes.
- Exam papers will be marked by a marker in compliance with the NAATI translation assessment guidelines. The papers that are given a pass mark (29 or above out of 45) by the first marker will be marked by a second marker.
- Those who achieve a minimum of 29 /45 on each of the two papers **and** a combined total of no less than 63/90 in both markings will be recommended for NAATI accreditation.

Final grade

- An average mark of translation exams will be used for final grade.

Other requirements

- In addition to fulfilling the above assessment requirements, students are expected to attend at least 80% of their lectures and tutorials in order to pass the course.
- All results are reviewed at the end of each semester and may be adjusted to ensure equitable marking across the School.
- This course has a formal examination, which will be scheduled in the formal examination period from 8 – 26 November. **Students are expected to give their studies priority and this includes making themselves available for the entire examination period. Travel commitments made prior to the publication of the final examination timetable are not a valid reason for alternate assessment.**

Grades

- The proportion of marks lying in each grading range is determined not by any formula or quota system, but by the way that students respond to assessment tasks and how well they meet the objectives of the course. Nevertheless, since higher grades imply performance that is well above average, the number of distinctions and high distinctions awarded in a typical course is relatively small. At the other extreme, on average 6.1% of students do not meet minimum standards, a little more (8.6%) in first year courses. For more information on the grading categories see <https://my.unsw.edu.au/student/academiclife/assessment/GuideToUNSWGrades.html>
- See under “13 Other Information” for more information on Submission of Assessment Tasks and Late Assignments.

9. Academic Honesty and Plagiarism

Plagiarism is presenting someone else’s thoughts or work as your own. It can take many forms, from not having appropriate academic referencing to deliberate cheating.

In many cases plagiarism is the result of inexperience about academic conventions. The University has resources and information to assist you to avoid plagiarism.

The Learning Centre assists students with understanding academic integrity and how to not plagiarise. Information is available on their website: <http://www.lc.unsw.edu.au/plagiarism/>. They also hold workshops and can help students one-on-one.

If plagiarism is found in your work when you are in first year, your lecturer will offer you assistance to improve your academic skills. They may ask you to look at some online resources, attend the Learning Centre, or sometimes resubmit your work with the problem fixed. However more serious instances in first year, such as stealing another student’s work

or paying someone to do your work, may be investigated under the Student Misconduct Procedures.

Repeated plagiarism (even in first year), plagiarism after first year, or serious instances, may also be investigated under the Student Misconduct Procedures. The penalties under the procedures can include a reduction in marks, failing a course or for the most serious matters (like plagiarism in a honours thesis) even suspension from the university. The Student Misconduct Procedures are available here

<http://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf>

10. Course Schedule

Topic	Wk	Lecture 1 At 9:30 am (Into LOTE)	Lecture 2 At 10.30 am (Into English)	Tutorial (All except Chinese)	Tutorial (Chinese)
Economic	W1	Introduction of the course	In-class translation	No tutorial	No tutorial
Economic	W 2	Discussion about translation issues of English Text 1.1 and peer assessment	Peer assessment and discussion about translation issues into English: JN (Sentence length)	No tutorial	Questions and answers about Text 1.1 translations
Economic	W 3	Discussion about translation issues of English Text 2.1 and peer assessment	In-class translation	Questions and answers about Texts 1.1 & 2.1 translations	No tutorial
Health	W4	Discussion about translation issues of English Text 3.1 and peer assessment	Peer assessment and discussion about translation issues into English: JN (Numbers)	No tutorial	Questions and answers about Text 2.1 & 3.1 translations
Health	W5	Discussion about translation issues of English Text 4.1 and peer assessment	Peer assessment and discussion about translation issues into English: JN (Collocations and prepositions)	Questions and answers about Texts 3.1 & 4.1 translations	No tutorial
Legal	W6	Discussion about translation issues of English Text 5.1 and peer assessment	Peer assessment and discussion about translation issues into English: JN (Punctuation)	No tutorial	Questions and answers about Texts 4.1 & 5.1 translations
Legal	W7	Discussion about translation issues of English Text 6.1 and peer assessment	In-class translation	Questions and answers about Texts 5.1 & 6.1 translations	No tutorial
Social	W8	Discussion about translation issues of English Text 7.1 and peer assessment	Peer assessment and discussion about translation issues into English: AB (Articles: an SFG approach)	No tutorial	Questions and answers about Text 6.1 translations
Political	W9	Discussion about	Peer assessment and	Questions and	Questions

		translation issues of English Text 8.1 and peer assessment	discussion about translation issues into English: AB (Elements of cohesion in a text)	answers about Texts 7.1 & 8.1 translations	and answers about Texts 7.1 & 8.1 translations
Mid-term break					
	W10		No classes for PG coursework students		
TBA	W11	Trial Test in class: * 1 passage in each direction * Starting at 9 am		No tutorial	Questions and answers about Texts 7.1 & 8.1 translations
Various	W12	Discussion about translation issues of English Text 9.1 and peer assessment	Peer assessment and discussion about translation issues into English: AB (Vocabulary, word choice, collocation and extensive reading)	Questions and answers about the trial test	Questions and answers about the trial test
Various	W13	Discussion about translation issues of English Text 10.1 and peer assessment	Peer assessment and discussion about translation issues into English: AB (Verb issues)	Questions and answers about Texts 9.1 & 10.1 translations	Questions and answers about Texts 9.1 & 10.1
Examination period	TBA	Examination for NAATI accreditation			Scheduled in formal exam period

11. Expected Resources for Students

Textbook Details

N/A

Additional Readings

The materials for this course include translation passages developed in English and LOTE. They will be provided on the course website: <http://moodle.telt.unsw.edu.au/course/view.php?id=3561> In addition, the students should consult the materials, readings and reference tools recommended in their previous translation studies, for example, in MODL5100, MODL5101, MODL5102, MODL5103 and MODL5104.

Websites

It is also recommended that the students consult the NAATI website <http://www.naati.com.au/> and the UNSW Library website: www.info.library.unsw.edu.au/web/services/services.html

12. Course Evaluation and Development

Courses are periodically reviewed and students' feedback is used to improve them. Feedback is gathered using various means including UNSW's Course and Teaching Evaluation and Improvement (CATEI) process.

13. Other Information

For more detailed information relating to the information below and other important administrative information, see *A Companion to Course Outlines*, available on the School of Languages and Linguistics website at <http://hal.arts.unsw.edu.au/undergraduate/> under

"Administration".

Attendance

Students are expected to be regular and punctual in attendance at all classes in the courses in which they are enrolled. Explanations of absences from classes or requests for permission to be absent from classes should be discussed with the teacher and where applicable accompanied by a medical certificate. **If students attend less than 80% of their possible classes they WILL be refused final assessment in this course.**

OHS

UNSW's Occupational Health and Safety Policy requires each person to work safely and responsibly, in order to avoid personal injury and to protect the safety of others. For all matters relating to Occupational Health, Safety and environment, see

<http://www.ohs.unsw.edu.au/>

Students who falsify their attendance or falsify attendance on behalf of another student will be dealt with under the student misconduct policy.

Class Clash

- a. The student must provide the Course Convenor with copies of lecture notes from those lectures missed on a regular basis as agreed by the Course Convenor and the student.
- b. If a student does indeed attend a lecture for which they had secured a permitted clash they will still submit lecture notes as evidence of attendance.
- c. **Failure to meet these requirements is regarded as unsatisfactory performance in the course and a failure to meet the Faculty's course attendance requirement. Accordingly, Course Convenors will fail students who do not meet this performance/attendance requirement.**
- d. Students must attend the clashed lecture on a specific date if that lecture contains an assessment task for the course such as a quiz or test. Inability to meet this requirement would be grounds for a Course Convenor refusing the application. If the student misses the said lecture there is no obligation on the Course Convenor to schedule a make-up quiz or test and the student can receive zero for the assessment task. It should be noted that in many courses a failure to complete an assessment task can be grounds for course failure.

Special Consideration

In cases where illness or other circumstances produce repeated or sustained absence, students should apply for Special Consideration as soon as possible. Forms are available from Student Central on the ground floor of the Chancellery (opposite the Library) or online at the link below.

Applications on the grounds of illness must be filled in by a medical practitioner. Further information is available at:

<https://my.unsw.edu.au/student/atoz/SpecialConsideration.html>

Student Equity and Disabilities Unit

Students who have a disability that requires some adjustment in their learning and teaching environment are encouraged to discuss their study needs with the course convener prior to or at the commencement of the course, or with the Student Equity Officers (Disability) in the Student Equity and Disabilities Unit (9385 4734). Information for students with disabilities is available at: <http://www.studentequity.unsw.edu.au>

Issues to be discussed may include access to materials, signers or note-takers, the provision of services and additional examination and assessment arrangements. Early notification is essential to enable any necessary adjustments to be made.