TRAN8081

Communication Skills for Translators and Interpreters

Session 2, Weekday attendance, North Ryde 2020

Department of Linguistics

Contents

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Notice

As part of Phase 3 of our return to campus plan, most units will now run tutorials, seminars and other small group learning activities on campus for the second half-year, while keeping an online version available for those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face and online activities for your unit, please go to timetable viewer. To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

General Information

Unit convenor and teaching staff
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Credit points
10

Prerequisites
Admission to GradDipTransInter or MAdvTransInterStud or MTransInter(Adv) or MTransInter or MTransInterMAppLingTESOL or MTransInterMIntRel or MConfInter

Corequisites

Co-badged status

Unit description
This unit aims to equip students with the necessary spoken and written skills for professional translation and interpreting practice, to deepen their understanding of their bilingual and bicultural competence as a component of their professional profile and to introduce them to tools and resources for self and peer assessment of their language ability.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

Learning Outcomes

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

ULO1: Demonstrate language competence of a standard required for professional translation and interpreting.

ULO2: Devise and implement a sustainable strategy for vocabulary acquisition and language maintenance appropriate for a professional translator\interpreter.

ULO3: Productively use reference materials such as style manuals and collocation dictionaries for the purpose of translation.

ULO4: Demonstrate application of grammatical concepts in language use in a broad range of domains.

ULO5: Demonstrate familiarity with the reading, research and writing skills required for academic assignment writing in an English medium context.

Assessment Tasks

Name	Weighting	Hurdle	Due
Learning Journal	20%	No	Week 8
Academic Essay	40%	No	Week 10
Speaking and listening skills	20%	No	Week 12
Writing an Annotated bibliography	20%	No	Week 13

Learning Journal

Assessment Type [1]: Portfolio
Indicative Time on Task [2]: 20 hours
Due: **Week 8**
Weighting: **20%**

Students are required to submit a series of learning journal entries in a variety of modes (e.g. blog, reflective practice, error analysis).

On successful completion you will be able to:
- Demonstrate language competence of a standard required for professional translation and interpreting.
- Devise and implement a sustainable strategy for vocabulary acquisition and language maintenance appropriate for a professional translator\interpreter.
- Productively use reference materials such as style manuals and collocation dictionaries for the purpose of translation.
- Demonstrate application of grammatical concepts in language use in a broad range of domains.
- Demonstrate familiarity with the reading, research and writing skills required for

academic assignment writing in an English medium context.

Academic Essay

Assessment Type [1]: Essay
Indicative Time on Task [2]: 25 hours
Due: **Week 10**
Weighting: **40%**

Students will be assessed on their ability to follow a structured academic writing skills program and submit a 2,000-word academic essay on a topic in Translation and Interpreting Studies.

On successful completion you will be able to:
- Productively use reference materials such as style manuals and collocation dictionaries for the purpose of translation.
- Demonstrate familiarity with the reading, research and writing skills required for academic assignment writing in an English medium context.

Speaking and listening skills

Assessment Type [1]: Presentation
Indicative Time on Task [2]: 15 hours
Due: **Week 12**
Weighting: **20%**

Students will be assessed on their ability to deliver a coherent short presentation (demonstrating speaking skills) and provide written feedback in response to other students' presentations (demonstrating listening skills) aimed at improving these skills for interpreting.

On successful completion you will be able to:
- Demonstrate language competence of a standard required for professional translation and interpreting.
- Devise and implement a sustainable strategy for vocabulary acquisition and language maintenance appropriate for a professional translator\interpreter.
- Demonstrate application of grammatical concepts in language use in a broad range of domains.

Writing an Annotated bibliography

Assessment Type [1]: Annotated bibliography
Indicative Time on Task [2]: 15 hours
Due: **Week 13**
Weighting: **20%**

Students will be assessed on their ability to locate appropriate research material by judging its suitability for academic purposes and preparing a short annotated bibliography in preparation for their major assignment - the academic essay.

On successful completion you will be able to:

- Productively use reference materials such as style manuals and collocation dictionaries for the purpose of translation.
- Demonstrate familiarity with the reading, research and writing skills required for academic assignment writing in an English medium context.

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[1] If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the Writing Centre for academic skills support.

[2] Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

Delivery and Resources

The learning and teaching strategies used in this Unit are thirteen lectures/workshops, individual readings by students and a number of class assignments. Students in this unit are expected to participate in all scheduled activities, read all texts marked as obligatory, and engage in additional readings and research of topics of special interest. Students will conduct independent research on selected topics and describe the results in assignments for assessment.

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy

- Academic Integrity Policy

- Academic Progression Policy

- Assessment Policy

- Fitness to Practice Procedure

- Grade Appeal Policy

- Complaint Management Procedure for Students and Members of the Public

- Special Consideration Policy *(**Note:** The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.)*

Students seeking more policy resources can visit the Student Policy Gateway (https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central).

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/study/getting-started/student-conduct

Results

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- Getting help with your assignment

- Workshops

- StudyWise

- Academic Integrity Module

The Library provides online and face to face support to help you find and use relevant information resources.

- Subject and Research Guides

- Ask a Librarian

Student Services and Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

If you are a Global MBA student contact globalmba.support@mq.edu.au

IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.