

**DEPARTMENT OF MODERN LANGUAGES  
AND CULTURAL STUDIES**  
<https://uofa.ualberta.ca/modern-languages-and-cultural-studies>

**2015-2016 MLCS 300 B1: Introduction to Translation (Reading Course)**  
(Winter Term)

Instructor: Dr. Anne Malena  
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Time: W: 11 am  
Place: A241B  
Office Hours: M 11 am,  
or by appointment  
Course Website: e-class

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**Course Prerequisite:** the equivalent of 6 credits in a language other than English

**Course-based Ethics Approval** in place regarding all research projects that involve human testing, questionnaires, etc.?

Yes       No, not needed, no such projects approved.

**Community Service Learning** component

Required     Optional     None

**Past or Representative Evaluative Course Material Available**

- Exam registry – Students' Union  
<http://www.su.ualberta.ca/services/infolink/exam/>
- See explanations below
- Document distributed in class
- Other (please specify)
- NA

**Additional mandatory Instructional fees (approved by Board of Governors)**

Yes       No

**Course Description and Objectives:**

This course familiarizes students with the process of translation and theoretical issues associated with it. In all aspects of the course, emphasis will be placed on the integration of theory and practice. The notion of equivalence will be studied at different linguistic levels, from lexical to pragmatic, and practical exercises will reinforce what is learned from lectures and readings. The language of instruction and the target language for all exercises and assignments is English. Students will participate in group discussions, so it is imperative that they come to class prepared to discuss assigned readings.

At the end of this course students will know how to recognize, analyze and solve translation

problems.

**Texts:**

Mona Baker, *In Other Words. A Coursebook on Translation*. London: Routledge, 2011, 2<sup>nd</sup> edition

**Grade Distribution (see “Explanatory Notes”):**

3 Assignments (January 27; February 10; March 9) (3 x 15%)	45%
Midterm Exam (March 2)	25%
Final Project (March 30)	30%

**Explanatory Notes on Assignments:**

The three assignments will each be 500-600 words and a way to test knowledge gained from the readings; the midterm exam will cover approximately half of the textbook and the final project (1000 words) will include a creative dimension.

**Required Notes:**

“Policy about course outlines can be found in Section 23.4(2) of the University calendar.”

**Academic Integrity:**

“The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the Code of Student Behaviour (online at <http://www.governance.ualberta.ca/en/CodesofConductandResidenceCommunityStandards/CodeofStudentBehaviour.aspx> ) and avoid any behaviour which could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.”

**Learning and Working Environment:**

The Faculty of Arts is committed to ensuring all students; faculty and staff are able to study and work in an environment safe and free of discrimination and harassment. It does not tolerate behaviour that undermines that environment. The Department urges anyone who feels this policy has been or is being violated to:

- Discuss the matter with the person whose behaviour is causing concern; or
- If that discussion is unsatisfactory, or there is concern that directs discussion is inappropriate or threatening, discuss it with the Chair of the Department.

For additional advice or assistance regarding this policy you may contact the student ombudservice (<http://www.ombudservice.ualberta.ca/>).

Information about the University of Alberta Discrimination and Harassment

Policy and Procedures is described in UAPPOL at

<https://policiesonline.ualberta.ca/PoliciesProcedures/Pages/DispPol.aspx?PID=110> .

***Academic Honesty:***

All students should consult the information provided by the [Office of Judicial Affairs](#) regarding avoiding cheating and plagiarism in particular and academic dishonesty in general (see the [Academic Integrity Undergraduate Handbook](#) and [Information for Students](#)). If in doubt about what is permitted in this class, ask the instructor.

**Students involved in language courses and translation courses** should be aware that on-line “translation engines” produce very dubious and unreliable “translations.” **Students in language courses** should be aware that, while seeking the advice of native or expert speakers is often helpful, **excessive editorial and creative help** in assignments is considered a form of “cheating” that violates the code of student conduct with dire consequences.

An instructor or coordinator who is convinced that a student has handed in work that he or she could not possibly reproduce without outside assistance is obliged, out of consideration of fairness to other students, to report the case to the Associate Dean of the Faculty. See the [Academic Discipline Process](#).

***Recording of Lectures:***

Audio or video recording of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Recorded material is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

***Attendance, Absences, and Missed Grade Components:***

Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a result, consult sections 23.3(1) and 23.5.6 of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any assignments that are not handed-in or completed as a result.

In this course, we will meet weekly in my office for an hour or bi-weekly, depending on the amount of material to discuss. All lectures and necessary material will be posted on e-class, so our meetings will be for the student to report on her readings to me and ask for clarifications if need be.

***Policy for Late Assignments:***

If unable to hand in an assignment on time, the student will be expected to contact the instructor ahead of time and ask for an extension. If no such

arrangement has been made, a deduction of 10% per day will be imposed on the assignment.

***Student Accessibility Services:***

If you have special needs that could affect your performance in this class, please let me know during the first week of the term so that appropriate arrangements can be made. If you are not already registered with Specialized Support & Disability Services, contact their office immediately (2-800 SUB; Email [sasrec@ualberta.ca](mailto:sasrec@ualberta.ca); Email; phone 780-492-3381; WEB [www.ssds.ualberta.ca](http://www.ssds.ualberta.ca) ).

***Grading:***

Marks for assignments, tests, and exams are given in percentages, to which letter grades are also assigned, according to the table below (“**MLCS Undergraduate Grading Scale**”). The percentage mark resulting from the entire term work and examination then produces the final letter grade for the course.

**“MLCS Undergraduate Grading Scale”**

Letter	%	Pts	Descriptor
A+	95-100%	4.0	<b>Excellent:</b> Superior performance showing understanding and knowledge of subject matter far exceeding expectations.
A	90-94%	4.0	<b>Excellent:</b> Superior performance showing comprehensive understanding of subject matter.
A-	86-89%	3.7	<b>Excellent:</b> Clearly above average performance with complete knowledge of subject matter.
B+	82-85%	3.3	<b>Good</b>
B	75-81%	3.0	<b>Good:</b> average performance with knowledge of subject matter generally complete.
B-	70-74%	2.7	<b>Good</b>
C+	66-69%	2.3	<b>Satisfactory:</b> Basic understanding of the subject matter
C	61-65%	2.0	<b>Satisfactory</b>
C-	58-60%	1.7	<b>Satisfactory</b>
D+	55-57%	1.3	<b>Poor:</b> Marginal performance; generally insufficient preparation for subsequent courses in the subject matter.
D	50-54%	1.0	<b>Minimal Pass:</b> Marginal performance; generally insufficient preparation for subsequent courses in the subject matter.
F	0-49%	0.0	<b>Failure:</b> Unsatisfactory performance or failure to meet course requirements