

**AL -FARABI KAZAKH NATIONAL UNIVERSITY
INTERNATIONAL RELATIONS FACULTY
DIPLOMATIC TRANSLATION DEPARTMENT**



APPROVED
Dean of the Faculty
Sairambaeva Zh.T.

**METHODOLOGICAL COMPLEX OF THE DISCIPLINE
BOT 90723 «BASICS OF ORAL TRANSLATION»**

Specialty 6B04201– International Law

Course— 3
Semester – spring
Credits – 6

Almaty 2024

**The Methodological complex was compiled by associate professor of the
Diplomatic Translation Department Smagulova A.S.**

Based on the curriculum for the educational program 6B04201– International Law

Reviewed and recommended at the meeting of the
Department of Diplomatic Translation

from « 10 » 9 2024 r., protocol №1 10.09.2024

Head of the Department  Murzagalieva M.K.

Teacher  Smagulova A.S.

SYLLABUS

Spring semester 2024-2025 academic year Educational program "6B04201- International law"

ID and the name of the course	Independent work of the student (IWS)	Number of credits			General number of credits	Independent work of the student under the guidance of a teacher (IWST)
		Lectures (L)	Practical classes (PC)	Lab. classes (LC)		
BOT 100259 Basics of oral translation	IWS 4	0	6	0	6	6
ACADEMIC INFORMATION ABOUT THE COURSE						
Learning Format	Cycle, component	Lecture types	Types of practical classes	The Oral Form of the Exam (offline)		
off-line	basic course of elective component, practical course	-	Solving practical problems, situational tasks			
Lecturer - (s)	Smagulova A.S.					
e-mail:	Smagulova.aigerm@gmail.com					
Phone:						
Assistant - (s)						
e-mail:						
Phone:						
ACADEMIC COURSE PRESENTATION						
Purpose of the course	Expected Learning Outcomes (LO)* As a result of studying the discipline the undergraduate will be able to:			Indicators of LO achievement (ID) (for each LO at least 2 indicators)		
The purpose of the discipline is to familiarize with the peculiarities of the style and grammar of texts, audio and video material, to teach to conduct discussions on topics (economics, politics, culture, science, sports, etc.) to practice pronunciation, basic vocabulary and grammar features, to study the analysis of structure and staging releases of TV and radio programs.	1. to master all types of speech activity and the basics of oral and written speech culture, skills and abilities to use language in various spheres and situations of communication in legal sphere.			1.1 possesses culture of thinking, ability to analyze, generalize information, set goals and choose ways to achieve them, possesses culture of oral and written speech 1.2 determines the most rational ways to improve their knowledge and skills.		
	2. to apply in translation activities methodological principles and strategies of translation, theoretical foundations of intercultural communication, international and legal management; theory of foreign and native languages at the professional level; specifics of translation in accordance with the requirements and norms of international and legal law in the process of interpretation.			2.1 composes messages for analyzing the read and listened material 2.2 classifies and formulates analytical questions aimed at developing skills of summarization, grouping, and reconstruction to create something new based on the read and listened material;		
	3. to demonstrate a high level of active command of the original language and the language of translation, quick reaction, clear diction, ability to concentrate, noise immunity, mental stability, good physical shape			3.1 is able to carry out oral consecutive translation and oral translation from a sheet in compliance with the norms of lexical equivalence, as well as with the grammatical, syntactic, and stylistic norms of the target text, while also respecting the temporal characteristics of the source text; 3.2 compiles and makes extracts from texts.		
	4. to analyze the legal terminology and competently prepare translations of legal documents, including those requiring notarization, one must have a deep			4.1 masters new meanings of lexical units aimed at developing the skills of generalization, grouping and		

	understanding of both the source and target legal systems.	reconstruction to create something new based on the material; 4.2 expands the active vocabulary to acquire detailed information
	5. to develop and integrate techniques, tactics, and strategies for both verbal and non-verbal communication—particularly within the legal context—demands a thorough understanding of cognitive processes and socio-cultural norms.	5.1 improves effective communication, especially in legal contexts, which is essential for facilitating mutual understanding; 5.2 enhances communication skills, both verbal and non-verbal, by considering the cognitive and socio-cultural aspects of legal communication.
Prerequisites	Business correspondence in a foreign language	
Postrequisites	Professionally – oriented foreign language	
Learning resources **	Literature: 1. В.В. Алимов Юридический перевод практический курс английский язык Учебное пособие для вузов. — Москва : Издательство УРСС 2014.159с. 2. Н.В. Огнева Английский языкдля юристов. Грамматическнетрудности перевода : учебное пособие . -Москва: Проспект, 2015.- 160 с. 3. А.К. Купцова Английский язык: устный перевод. Учебное пособие для вузов. — Москва: Издательство Юрайт, 2023. — 182 с. 4. Е.Б. Борисова, А.С. Гринштейн, А.В. Протченко. Практический курс перевода. Самара: ПГСГА, 2014 -99с. 5. Н.А. Белова, У.С. Баймуратова. Практический курс перевода. Оренбург, ОГУ -2016 6. А.С. Гринштейн, Е.А. Вашурина. Практикум по переводу. Самара. Изд-во СамНИЦ РАН – 2017. 114с. 7. Н.П.Гераскина И.К. Кочеткова.Basics of political translation from Russian into English / Обучение переводу с русского языка на английский общественно-политических материалов 2014. 8. M.R.Garaeva, A.Yu. Giniyatullina. Translation analysis of the text: a textbook. Kazan, 2016, 94 p. 9. Teleshova E.A. Pre-translation text analysis: theory and practice: teaching manual/ E.A. Teleshova, E.A. Shefer. – Chelyabimsk: Publishing center SUrSU, 2019. – 42 p. 10. Givental I.A. How to say it in English? Moscow, Flinta, Nauka, 2021y. Additional: 11. English. TED Tasks: textbook. M: MGIMO University, 2019, p. 142 12. Amy Krois-Lindner and translegalo International_Legal_English A course for classroom or self-study use -CAMBRIDGE UNIVERSITY PRESS 2016 13. Penguin. Test your vocabulary – 3 Intermediate 2020y. 14. Venuti L. The Translation Studies Reader (3rd ed.). Routledge. This reader collects key texts from translation studies, providing a broad overview of the theoretical approaches to translation(2012). 15. Munday J. Introducing Translation Studies: Theories and Applications (4th ed.). Routledge(2016). 16. Baker M. In Other Words: A Coursebook on Translation (3rd ed.). Routledge. A well-known textbook for students of translation-that provides practical guidance on translating texts(2018).. Internet resources: https://www.futurelearn.com/ https://www.un.org/en/ https://edition.cnn.com https://www.bbc.co.uk www.multitran.com/ https://www.lingvolive.com/en-us http://www.ozdic.com https://www.oxfordlearnersdictionaries.com/ https://dictionary.cambridge.org https://www.coursera.org https://app.memrise.com/ https://www.ted.com https://www.e-ir.info	

Academic course policy

The academic policy of the course is determined by the Academic Policy and the Policy of Academic Integrity of Al-Farabi Kazakh National University.

Documents are available on the main page of IS Univer .

Integration of science and education. The research work of students, undergraduates and doctoral students is a deepening of the educational process. It is organized directly at the departments, laboratories, scientific and design departments of the university, in student scientific and technical associations. Independent work of students at all levels of education is aimed at developing research skills and competencies based on obtaining new knowledge using modern research and information technologies. A research university teacher integrates the results of scientific activities into the topics of lectures and seminars (practical) classes, laboratory classes and into the tasks of the IWS, IWS, which are reflected in the syllabus and are responsible for the relevance of the topics of training sessions and assignments.

Attendance. The deadline for each task is indicated in the calendar (schedule) for the implementation of the content of the course. Failure to meet deadlines results in loss of points.

Academic honesty. Practical/laboratory classes, IWS develop the student's independence, critical thinking, and creativity. Plagiarism, forgery, the use of cheat sheets, cheating at all stages of completing tasks are unacceptable.

Compliance with academic honesty during the period of theoretical training and at exams, in addition to the main policies, is regulated by the "Rules for the final control", "Instructions for the final control of the autumn / spring semester of the current academic year", "Regulations on checking students' text documents for borrowings".

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Basic principles of inclusive education. The educational environment of the university is conceived as a safe place where there is always support and equal attitude from the teacher to all students and students to each other, regardless of gender, race / ethnicity, religious beliefs, socio-economic status, physical health of the student, etc. All people need the support and friendship of peers and fellow students. For all students, progress is more about what they can do than what they can't. Diversity enhances all aspects of life.

All students, especially those with disabilities, can receive counseling assistance by phone / e- mail aigerim_0715@mail.ru

ZOOM<https://us06web.zoom.us/j/86426918104?pwd=wb8rcNetLFYNwLtt7PgYmTP5NIWSV.1>

Integration MOOC (massive open online course). In the case of integrating MOOC into the course, all students need to register for MOOC. The deadlines for passing MOOC modules must be strictly observed in accordance with the course study schedule.

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INFORMATION ABOUT TEACHING, LEARNING AND ASSESSMENT

Score-rating letter system of assessment of accounting for educational achievements				Assessment Methods
Grade	Digital equivalent points	points, % content	Assessment according to the traditional system	Criteria-based assessment is the process of correlating actual learning outcomes with expected learning outcomes based on clearly defined criteria. Based on formative and summative assessment. Formative assessment is a type of assessment that is carried out in the course of daily learning activities. It is the current measure of progress. Provides an operational relationship between the student and the teacher. It allows you to determine the capabilities of the student, identify difficulties, help achieve the best results, timely correct the educational process for the teacher. The performance of tasks, the activity of work in the classroom during lectures, seminars, practical exercises (discussions, quizzes, debates, round tables, laboratory work, etc.) are evaluated. Acquired knowledge and competencies are assessed. Summative assessment - type of assessment, which is carried out upon completion of the study of the section in accordance with the program of the course. Conducted 3-4 times per semester when performing IWS. This is the assessment of mastering the expected learning outcomes in relation to the descriptors. Allows you to determine and fix the level of mastering the course for a certain period. Learning outcomes are evaluated.
A	4.0	95-100	Great	
A-	3.67	90-94		
B+	3.33	85-89	Fine	
B	3.0	80-84		Formative and summative assessment The teacher introduces his own types of assessment or uses the proposed option Points % content The teacher enters his score into points in accordance with the calendar (schedule). <u>The exam does not change and the final score in the course.</u>
B-	2.67	75-79		
C+	2.33	70-74		Activities
C	2.0	65-69	Satisfactorily	Work in practical classes
C-	1.67	60-64		Independent work
D+	1.33	55-59		Design and creative activity
D	1.0	50-54		Final control (exam)
FX	0.5	25-49	Unsatisfactory	TOTAL

	understanding of both the source and target legal systems.	reconstruction to create something new based on the material; 4.2 expands the active vocabulary to acquire detailed information
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				Formative and summative assessment The teacher introduces his own types of assessment or uses the proposed option Points % content The teacher enters his score into points in accordance with the calendar (schedule). <u>The exam does not change and the final score in the course.</u>	
B	3.0	80-84			
B-	2.67	75-79			
C+	2.33	70-74			
C	2.0	65-69	Satisfactorily	Activities	10
C-	1.67	60-64		Work in practical classes	15
D+	1.33	55-59		Independent work	20
D	1.0	50-54		Design and creative activity	15
FX	0,5	25-49	Unsatisfactory	Final control (exam)	40
				TOTAL	100

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Calendar (schedule) for the implementation of the content of the course. Methods of teaching and learning.

A week	Topic name	Number of hours	Max. ball
MODULE 1 Introduction to discipline			
1	Theme I: Introduction to discipline. What is law? Sources of law	4	8
2	Theme II. Subject, objectives and methods of research in theory and practice of translation. Case law and Codified Law system	4	9
	IWS1 Consultations on current theme		
3	Theme III. Classification of law	4	9
4	Theme IV. Civil and public law of contract	4	9
	IWS1 Pair presentation Classification of law		18
5	Theme V. Translation techniques Civil law. Law of torts	4	9
	IWS2 Consultation on the types of essay and their peculiarities		
MODULE 2 Translation techniques			
6	Theme VI. Types of interpretation Public law. Criminal law	4	9
	IWS3. Consultations on the implementation of IWS 3		
7	Theme VII. Lexical Problems of Translation Public law. International law	4	9
	IWS2 Midterm control assignments		20
Midterm control 1			100
8	Theme VIII. Stylistic Aspects of Translation Growth on international law	4	7
	IWS4. Consultations on the implementation of IWS4		
9	Theme IX. Offers and acceptance	4	8
10	Theme X. Aspects of translating process in law	4	8
MODULE 3 Difficulties of Translation			
11	Theme XI. Judicial institution. English courts	4	8
	IWS3 Peculiarities of translating specific lexical categories of law texts		17
12	Theme XII. Judicial branch. The system of courts United States	4	8
13	Theme XIII. Grammatical problems of translation of types law translation	4	8
	IWS5. Consultation on the implementation of IWS4.		
14	Theme XIV. Criminal law Constitutional law	4	8
15	Theme XV. Legal profession, lawyers at work	4	8
	IWS4 Conducting final term assessment		20
	IWS6. Consultation on the implementation of IWS5		
Midterm control 2			100
Final control (exam)			100
TOTAL for course			100

Dean of International Relations Faculty

Head of Diplomatic Translation Department

Chair of the Academic Committee

on the Quality of Teaching and Learning

Lecturer

Sairambaeva Zh.T.

Murzagalieva M.K.

Yerimpasheva A.T.

Smagulova A.S.



THE RUBRICATOR OF SUMMATIVE ASSESSMENT OF IWS IN THE FORM OF A PRESENTATION (25% of 100% MC)

Criteria	«Excellent» 25-30%	«Good» 20-20%	«Satisfactory» 15-20%	«Unsatisfactory» 0 – 15%
Clarity of the purpose and objectives of the presentation	Clear and compelling purpose; objectives are specific and well-defined.	Clear and compelling purpose; objectives are specific and well-defined.	Clear and compelling purpose; objectives are specific and well-defined.	Clear and compelling purpose; objectives are specific and well-defined.
Lexical and grammar competence	Excellent command of language; minimal to no grammatical errors; appropriate terminology used.	Excellent command of language; minimal to no grammatical errors; appropriate terminology used.	Excellent command of language; minimal to no grammatical errors; appropriate terminology used.	Excellent command of language; minimal to no grammatical errors; appropriate terminology used.
Analysis skills and presentation of main ideas	Insightful analysis; main ideas are clearly articulated and well-supported.	Insightful analysis; main ideas are clearly articulated and well-supported.	Insightful analysis; main ideas are clearly articulated and well-supported.	Insightful analysis; main ideas are clearly articulated and well-supported.
Relevance and accuracy of the information provided	All information is relevant, accurate, and enhances understanding of the topic.	All information is relevant, accurate, and enhances understanding of the topic.	All information is relevant, accurate, and enhances understanding of the topic.	All information is relevant, accurate, and enhances understanding of the topic.
Public speaking skills	Confident and engaging delivery; excellent eye contact, voice projection, and body language.	Confident and engaging delivery; excellent eye contact, voice projection, and body language.	Confident and engaging delivery; excellent eye contact, voice projection, and body language.	Confident and engaging delivery; excellent eye contact, voice projection, and body language.
Critical thinking skills and own judgement	Demonstrates strong critical thinking; offers unique insights and perspectives on the topic.	Demonstrates strong critical thinking; offers unique insights and perspectives on the topic.	Demonstrates strong critical thinking; offers unique insights and perspectives on the topic.	Demonstrates strong critical thinking; offers unique insights and perspectives on the topic.