al Farabi Kazakh National University
International Relations Faculty
Diplomatic Translation Department

APPROVED
Dean of the Faculty
Sairambaeva J.T.
" " 2024

METHODOLOGICAL COMPLEX OF THE DISCIPLINE
"PRACTICE OF TRANSLATION AND INTERPRETATION"

Specialty "7M02311 Translation in the sphere of international and legal relation"

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 "7M02311 Translation in
the sphere of international and legal relation"**

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

from « _1B_ » _9_ 2024 г., 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 "7M02311 Translation studies in the sphere of international and legal relation"

ID and name of 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)		
ID 105966 Practice of translation and interpretation	4	-	5	-	5	6

ACADEMIC INFORMATION ABOUT THE COURSE

Learning Format	Cycle, component	Lecture types	Types of practical classes	Form and platform final control
Offline	Major course of university component	-	solving practical tasks, performing situational tasks	Oral examination US Univer

Lecturer - (s)	Smagulova A.S.
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ACADEMIC COURSE PRESENTATION

Purpose of the course	Expected Learning Outcomes (LO) *	Indicators of LO achievement (ID)
The goal of the course is to develop knowledge and skills of translation required by a specialist in the field of professional communication. The training course is aimed at studying various types of written and oral translation by postgraduates: translation from a piece of paper, translation of conversations and negotiations, consecutive translation, simultaneous interpretation; shaping the ability of future specialists to perform translation analysis and solve translation issues.	1. to define the main stages of the development of translation studies in the history and contemporary world	1.1 describes the main stages and approaches to the development of translation studies;
		1.2 characterizes each period, focusing on its approaches and finds the essential differences;
	2. to explain the main concepts of translation studies, and their implementation in the practice of translation and interpretation.	2.1 identifies the main concepts and notions of translation and interpretation based on analysis of domestic and foreign literature;
		2.2 applies main concepts in practice of translation and interpretation.
	3. to perform pre-translation topic analysis based on stylistic features of the topic or message	3.1 applies the methods of analysis of translation text;
		3.2 masters comparative and contrastive analysis and evaluation;
	4. to apply different methods and techniques of translation within the frame of contemporary theory of translation	4.1 develops skills to use methods and techniques of translating professional topics;
		4.2 systemizes contemporary theories of pre-translation text analysis;
	5. to develop and produce translation given the level of equivalence and translation models	5.1 to justify their choice of translation strategy;
		5.2 able to translate text based on the strategy of their choice.

Prerequisites	Modern methodology of translation theory and practice
Postrequisites	Practice of simultaneous interpreting
Learning Resources	**Main literature:** 1. Ermolovich Russian-English translation Moscow: LKI, 2015. - 590 p. 2. Glushko E.V. Translation studies. Topic book for university students/ E.V. Glushko. – M.: Publishing house "Aspect Press", 2022. – 150 p. 3. Musaeva Z.H., Kosenko E.I. Topic book on the discipline "Theory of translation" for "Linguistics" subject area. – DGUNH, 2017. 4. Retsker Ya.I. Theory of translation and translation practice. Auditoria, 2016, 244 p. 5. KomissarovV.N. Translation theory. "Alliance", 2013. 6. Jeremy Munday. Introducing Translation Studies. Routledge.2012. 7. ColinaS. Fundamentals of Translation. Cambridge University Press. 2015 8. Barkhudarov L.S. Language and translation. Questions of general and particular theory of translation: monograph / L. S. Barkhudarov. - 2nd ed. - Moscow: LKI, 2008. - 235 p. 9. Komissarov V.N. Modern Translation Studies: Topic book. manual / V. N. Komissarov. - 2nd ed. - M.: R. Valent, 2011. - 408 p. **Additional literature** 10. Shuverova T.D. Reading, Translation and Style: linguistic and pre-translation analysis of the Text Text book. – M.: Prometheus, 2012. – 146 p. 11. Galperin I.R. Stylistics of English language. M.: Librokom, 2014. - 336 p. **Research laboratories:** 12. Multimedia language classroom 322 13. Center for cross-cultural communication 302 **Professional scientific databases:** 14. Scientific database https://www.scopus.com 15. Science Direct scientific database https://id.elsevier.com/ 16. Research and teaching platform JSTOR https://www.jstor.org / **Internet resources:** 17. English-Russian Online Dictionary: www.multitran.com/ 18. English-Russian Online Dictionary: https://www.lingvolive.com/en-us 19. Collocation Online Dictionary: http://www.ozdic.com 20. Oxford Comprehensive Online Dictionary: https://www.oxfordlearnersdictionaries.com/ 21. Cambridge Comprehensive Online Dictionary: https://dictionary.cambridge.org 22. Online course "Working with Translation" by Cardiff University https://www.futurelearn.com/courses/working-with-translation/8/todo/132923 23. Main types of translation transformations https://cyberleninka.ru/article/n/osnovnye-vidy-perevodcheskih-transformatsiy 24. On difficulties of translating English words-realities into Russianhttps://www.alba-translating.ru/ru/tag/2022-02-23-19-14-36.html http://www.trworkshop.net/ 25. http://elibrary.kaznu.kz/ru

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 IWST, 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' Topic documents for borrowings". Documents are available on the main page of IS Univer.

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 ZOOM
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https://us04web.zoom.us/j/77657496575?pwd=mIn8f20Fta0Otw4nXjplZ5hMxORuNZ.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.

ATTENTION! The deadline for each task is indicated in the calendar (schedule) for the implementation of the content of the course, as well as in the MOOC. Failure to meet deadlines results in loss of points.

INFORMATION ABOUT TEACHING, LEARNING AND ASSESSMENT

Score-ratingletter system of assessment of accounting for educational achievements

Assessment Methods

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.

Grade	Digital equivalent points	points, % content	Assessment according to the traditional system
A	4.0	95-100	Great
A-	3.67	90-94	
B+	3.33	85-89	Fine
B	3.0	80-84	
B-	2.67	75-79	
C+	2.33	70-74	
C	2.0	65-69	Satisfactorily
C-	1.67	60-64	
D+	1.33	55-59	
D	1.0	50-54	
FX	0,5	25-49	Unsatisfactory
F	0	0-24	

Formative and summative assessment	Points % content
Activity at classes	10
Work in practical classes	20
Independent work	20
Design and creative activity	10
Final control (exam)	40
TOTAL	100

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 literary studies and translation		
1	**Seminar 1** Introduction to the course. What is interpretation? Topic: "Main elements of interpretation".	3	8
2	**Seminar 2** Cultural and Educational matters.	3	9

	Cultural elements in tales. Topic: Education		
	IWST 1. Consultation on the implementation of IWS 1	1	
3	**Seminar 3** Translation and interpretation matters Translation and interpretation of legal Topic Topic: "Looking back at the past century"	3	9
4	**Seminar 4** Legally text means to create vivid imagery. Peculiarities of translating legally topics Topic: "Talking law and crime"	3	9
	IWS 1. Presentation on reading and analyzing the text "Technologies" (canva, prezi)		18
5	**Seminar 5** Information technologies in the field of translation Peculiarities of translating Information technologies Topic: "Interviews Galore"	3	9
	IWST 2. Consultation on problematic issues	1	
MODULE 2 Techniques of translating scientific text			
6	**Seminar 6** The role of translation in a scientific text. Translation strategies in dealing with scientific terms. Topic : "Scientific documents"	3	9
	IWST 3. Consultations on the implementation of IWS 2 (canva, prezi)		17
7	**Seminar 7**. Language in the field of professional communication Review. Topic: "Distinguish between terms, professions, the point of view of translation".	3	10
	IWS 2. Midterm control assignments		20
Midterm control 1			100
8	**Seminar 8** Grammatical transformation Peculiarities of translating grammatical transformation Topic: "Talking with People who saw it Happen"	3	7
	IWST 4. Consultations on the implementation of IWS 3	1	
9	**Seminar 9** The elements of translational lexicography Thanatological classification of legal terminology. Topic : "The typology of dictionaries"	3	8
10	**Seminar 10** Lexical stylistic means to create vivid imagery. Peculiarities of translating lexical stylistic means Topic : "Talking with People who saw it happen"	3	8
	IWS 3 Consultations on the implementation of IWS (canva, prezi)		17
MODULE 3 Translation techniques and transformations			
11	**Seminar 11**The methodology of self-monitoring the translator's actions. Monitoring the translator's actions works Topic s: Review of Topic s studied		8
12	**Seminar 12** Presentation based of reading and analysis topic Describe the factors influencing the adoption of a translation decision Topic : "In conditions of similarity and difference of forms" (D.I.Ermolovich)	3	8
	IWST 5. Colloquium week 1-10	1	
13	**Seminar 13** Classification of lexical errors in translation Topic: "Errors in translation"	3	8
	IWST 6. Consultation on the implementation of IWS 6.	1	
14	**Seminar 14** Interference in translation Topic: " Interference in translation"	3	8
15	**Seminar 15** Syntactic transformations at sentence level. Topic: "Complications in the transmission of supply-level units and the factors that cause them"	3	8
	IWS 4. Conducting final term assessment		20
Midterm control 2			100
Final control (exam)			100
TOTAL for course			100

Dean of International Relations Faculty _____ **Sairambaeva J.T.**

Head of Diplomatic Translation Department _____ **Murzagalieva M.K.**

Chair of the Academic Committee

on the Quality of Teaching and Learning_____ **Yerimpasheva A.T.**

Lecturer _____ **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.