هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission

اعتماد
NCAAA

2024
TP-153
ETECKSA

Course Specification
— (Bachelor)

Course Title: Introduction to Translation

Course Code: 315 Trans-3

Program: Bachelor of English

Department: English

College: Languages & Translation

Institution: Najran University

Version: 2024 TP 153

Last Revision Date: 22/12/2024

Table of Contents

A. General information about the course:

1. Course Identification

1. Credit hours: (3)

2. Course type

A.	☐University	☐College	☒ Department	☐Track	☐Others
B.	☒ Required			☐Elective	

3. Level/year at which this course is offered: (5/ Third Year)

4. Course General Description:

This course introduces students to the basic principles of translation. It provides them with a solid foundation to develop their skills in translating short general texts between Arabic and English and to reflect on translation in its social context. As a course for beginners, it focuses more on translation from English into Arabic as necessary requirement before translating longer texts in advanced levels. Special emphasis is placed on translation methodology, linguistic and cultural challenges in translation and methods to deal with them.

5. Pre-requirements for this course (if any)**:**

None

6. Co-requisites for this course (if any)**:**

None

7. Course Main Objective(s):

This course aims to:
1. Enable students to recognize various methods and techniques of translation.
2. Describe important aspects of translation and translating.
3. Apply the basic principles and methods of translation from English into Arabic and vice versa.
4. Demonstrate an understanding of the English writing, editing, and proofreading skills necessary to produce clear and polished translations.

2. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom		
2	E-learning		
3	Hybrid	45	100%

No	Mode of Instruction	Contact Hours	Percentage
	• Traditional classroom • E-learning		
4	Distance learning		

3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	**Lectures**	45
2.	**Laboratory/Studio**	--
3.	**Field**	--
4.	**Tutorial**	--
5.	**Others (specify)**	--
Total		45

B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of PLOs aligned with the program	Teaching Strategies	Assessment Methods
1.0	**Knowledge and understanding**			
1.1	Identify basic concepts, principles and skills related to translation.	K1	1. Lectures 2. Class discussion 3. Presentations	Midterm and Final exams quizzes, assignments
1.2	Identify tools and documentary resources needed for translation purposes.	K1	1. Lectures 2. Class discussion 3. Presentations	Midterm and Final exams quizzes, assignments
...				
2.0	**Skills**			
2.1	Translate sentences and short texts from English into Arabic	S2	1. Lectures 2. Class discussion 3. Presentations	Midterm and Final exams quizzes, assignments

Code	Course Learning Outcomes	Code of PLOs aligned with the program	Teaching Strategies	Assessment Methods
2.2	Translate sentences and short texts from Arabic into English	S2	1. Lectures 2. Class discussion 3. Presentations	Midterm and Final exams quizzes, assignments
...				
3.0	**Values, autonomy, and responsibility**			
3.1	Show self-confidence during the activities and tasks assigned to him/her.	V1	Self study	Observation
3.2	Make the right choices about the subjects related to student's major.	V2	Self study	Observation
...	Bear responsibility for self-study and self-improvement.	V3	Self study	Observation

C. Course Content

No	List of Topics	Contact Hours
1.	General Introduction to Translation: • Definitions of Translation • What do we translate? • Methods and Problems of Translation	3
2.	▪ Literal Translation: Definition and Kinds ▪ Free Translation: Definition and Kinds	3
3	***Grammatical Problems of Translation:** 1- Translation of Verbs: Be/ Do/ Have 2- Translation of Modals	3
4	3- Nominal sentences versus Verbal sentences 4- Word Order 5- Translation of Personal Pronouns	3
5	6- Translation of Questions and Negation	3
6	7- Translating Adjectives, Gerund, Present Participle and Past Participle	6
7	8- Translation of Tenses and Conditional Sentences	6
8	9- Translation of Word Classes, Articles and Sentence Connectors	6

9	* Vocabulary Problems of Translation: 1- Literal Translation 2- Translation of Synonymy and Polysemy	3
10	3- Translation of idioms and Proverbs	3
11	4- Translation of Collocations	3
12	Translation of Proper Names, Titles, Geographical terms, Political terms and UN Acronyms • -Technical Translation: Arabization	3
Total		45

D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Continuous Assessment (Assignment, Quiz)	All through	20%
2.	Midterm Exam	10-11	30%
3.	Final Exam	17-19	50%
...			

*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.).

E. Learning Resources and Facilities

1. References and Learning Resources

Essential References	Ghazala, Hasan. (2006) *Translation as Problems and Solutions.* Egypt: Al-Hilal Library. Elewa, Abdelhamid. (2020). Levels of Translation. KSA: Almawsouaa House for Publishing & Distribution.
Supportive References	1. Shyiab, Said. *A Textbook of Translation: Theoretical and Practical Implications*. Belgium: Garant Publisher. 2006. 3. House, J. (2018). *Translation: The Basics*. London: Routledge. 4.. Vinay, Jean-Paul & Darbelnet, Jean (2000). 'A Methodology for Translation'. Translated by J. C. Sager and M. J. Hamel, in L. Venuti (ed.), *The Translation Studies Reader*. London and New York: Routledge. 5. Baker, M. (2018) *In Other Words: A Course Book on Translation*. London and New York: Routledge.
Electronic Materials	1. http://portal.unesco.org/culture/en/ev.php-

	2. http://www.iti.org.uk/indexMain.html
	3. http://www.lai.com/companion.html
	4. http://www.atanet.org/
	5. https://www.sciencedirect.com/science/article/pii/S22 10831910000068 (Last access 23/2/2020
Other Learning Materials	All learning material is uploaded on the blackboard system in the form of PowerPoint presentations, echo lectures & also electronic versions of available textbooks/references.

2. Required Facilities and equipment

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Classrooms, laboratories
Technology equipment (projector, smart board, software)	Projector, smart board, software
Other equipment (depending on the nature of the specialty)	Other relevant resources

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	Students, program leaders	Indirect
Effectiveness of Students assessment	Faculty	Direct
Quality of learning resources	Students, faculty	Indirect
The extent to which CLOs have been achieved	Faculty/ Students	Direct/ Indirect
Other		

Assessors (Students, Faculty, Program Leaders, Peer Reviewers, Others (specify)

Assessment Methods (Direct, Indirect)

G. Specification Approval

COUNCIL /COMMITTEE	**English** Department Council
REFERENCE NO.	13-1446
DATE	24.12.2024