**COURSE Syllabus**

**Course Name: Field Training**

**Course Number: 01084271**

**General Course Information:**

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| Course title | Filed Training |
| Course number | **01084271** |
| Credit hours (theory, practical) | 3 credit hours |
| Contact hours (theory, practical) | 144 practical hours |
| Prerequisites/co-requisites | 99 credit hours |
| Academic Program | English Language / Translation  |
| Program code | 08 |
| Awarding institution | Isra Private University |
| Faculty | Faculty of Art |
| Department | English Language / Translation  |
| Level of course  | 1-4 |
| Academic year /semester  | Second Semester 2019-2020 |
| Awarded qualification | Bachelor's Degree  |
| Other department(s) involved in teaching the course | - |
| Language of instruction | English |
| Date of production/revision | 20-2-2020 |

**Course Coordinator:**

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| **Coordinator's Name: Aseel Atallah Hasan Alshbeekat** **Office No.: 2103**  **Office Phone: *2396*****Office Hours: Sunday and Thursday 10-11+12-1****Tuesday 12-1****Monday and Wednesday 10-11****Email:** aseel.shbeekat@iu.edu.jo |

**Course Description:**

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| Translation by combining theory and practice; a 3-credit hours course , practice of 144 hours of training in well-known institutions and translation centres ; Texts to be checked by both the trainer concerned and the course supervisor; Students’ work and reports to be assessed by the departmental committee. |

**Text Book: *Author(s), Title, Publisher, Edition, Year, Book website.***

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| Mutual arrangement between the Department of Translation and the training institutions. |

**Course Educational Objectives (CEOs):**

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|  |  To train graduating students in the translation field as a first step towards professionalism. |
|  | To help graduating student enrich their English and Arabic vocabulary in practical fields of translation. |
|  | To help graduating students develop a professional view of the field of translation in its actual conditions through working with different specialized institutions. |

**Intended Learning Outcomes (ILO’s):**

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|  | Intended Learning Outcomes (ILO’s) | **Relationship to CEOs** | **Contribution to PLOs** |
| **A** | **Knowledge and Understanding:** |
| A1 | Students should be able to translate different types of texts, such as legal, scientific, economic, literary and journalistic, in addition to other new fields. | 1 | B |
| **B** | **Intellectual skills:** |
| B1 | - Students should be able to gain the practicality and professionalism in translation. | 2 | D |
| **C** | **Subject specific skills:** |
| C1 | Students should be able to translate different types of texts, such as legal, scientific, economic, literary and journalistic, in addition to other new fields | 1 | a-d |
| C2 | Students have rich vocabularies in different fields of translations | 1 | a-d |
| C3 | - Students should be able to gain the practicality and professionalism in translation. | 2-3 | a-d-c |
| **D** | **Transferable skills:** |
| D1 | - Students should be able to gain the practicality and professionalism in translation. | 3 | b-e-d |

**Topic Outline and Schedule:**

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| **Topic** | **Weeks** | **Achieved ILOs** |
| Assigning students to the designated training institutions | 1 | - |
| Translating legal texts | 2 | All |
| Translating economic and commercial texts | 3 | All |
| First consultation | 4 | - |
| Translating journalistic texts | 5 | All |
| Translating tourism and cultural texts | 6 | All |
| Translating scientific texts | 7 | All |
| Second consultation | 8 | - |
| Translating political and diplomatic texts | 9 | All |
| Translating journalistic texts | 10 | All |
| Translating tourism and cultural texts | 11 | All |
| Translating legal texts | 12 | All |
| Translating texts of varied specializations – part 1  | 13 | All |
| Translating texts of varied specializations- part 2  | 14 | All |
| Translating texts of varied specializations – part 3  | 15 | All |
| **Final exam** | 16 | - |

**Teaching Methods and Assignments:**

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| Development of ILOs is promoted through the following teaching and learning methods:* Training at specialized offices
* Mutual arrangement between the Department of Translation and the training institutions.
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**Course Policies:**

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| A- Attendance policies: The maximum allowed absences is 15% of the lectures.B- Absences from exams and handing in assignments on time: The midterm exam can be retaken based on approval of excuse by the instructor's discretion. Not handing assignment on time will incur penalties.C- Academic Health and safety proceduresD- Honesty policy regarding cheating, plagiarism, and misbehaviour: Cheating, plagiarism, misbehaviour will result in zero grade and further disciplinary actions may be taken.E- Grading policy:* All homework is to be posted online through the e-learning system.
* Exams will be marked within 72 hours and the marked exam papers will be handed to the students.

F- Available university services that support achievement in the course: **Labs, Library.** |

**Assessment Tools implemented in the course:**

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| * First Consultation 10
* Second consultation 10
* Midterm 20
* Office evaluation 20
* Final exam 40
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**Program Learning Outcome (PLOs):**

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| **Program Learning Outcomes describe what students are expected to know and be able to do by the time of graduation. These relate to the knowledge, skills, and behaviours that students acquire as they progress through the program. A graduate of the () program will demonstrate** |
|  | Acquiring the basic oral skills in English. |
|  | Getting the knowledge needed in the domain of oral and written translation. |
|  | Understanding other related knowledge disciplines.  |
|  | Having the ability to adapt to various work environments and conditions. |
|  | Having the ability to communicate in various ways and methods. |
|  | Having the ability to solve problems in the field of translation |
|  | Having the ability to analyse various texts. |
|  | Reinforcing and developing critical thinking skills. |

**Responsible Persons and their Signatures:**

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| **Course** **Coordinator** | **Aseel Alshbeekat** | **Completed Date** | 20/2/2020 |
|  |  |  **Signature** |  |

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| **Received by** (Department Head) |  |  **Received Date** | / / |
|  |  |  **Signature** |  |