

Overview of courses offered at the School of Translation Studies

This section provides descriptions of the courses offered at the School of Translation Studies. It shows the main focus and content of each, and gives basic information on the overall focus of teaching at the School.

Bi-text Analysis and Application: Technology

This course, *Bi-text Analysis and Application: Technology* is a continuation course of bi-text analysis and application series. It is suitable for students with some command of bi-text analysis and application techniques but still little or no background in science and technology. The course is designed to further enhance the students' English proficiency in all the four skills (listening, speaking, reading and writing), especially in the scientific and technological field. It provides an introductory examination of scientific and technological developments in eight major fields: mathematics, medicine, genetic engineering, telecommunications, super-hard materials, mechanics and space technology. Our goal is to understand useful terms and theories in cutting-edge technical fields as well as practical skills in technical translation. Students will develop the ability to communicate in English on the topics of science and technology through analysis of the chosen texts and learn the fundamental skills in translation of texts on science and technology. By the end of the semester, students should be able to understand frontline developments in technical fields comprehensively and show some competence in subject-specific technical translations.

Language Error Analysis and Correction

This course is designed for first-year postgraduate students who are studying translation and interpreting. In this course, the main aim is to provide a broad overview of the many issues that affect translation, writing in the students' second language (English), and writing for international readership. The main focus is on the following areas: An overview of human communication, analysis of text purpose and readership, English as a global language, principles of simplicity and clarity applied to writing and translation for an international readership, analysis of style and structure in major text genres, punctuation, text formatting features that affect text reception by readers (such as color, layout, fonts, etc.), error reduction and analysis, and challenges and solutions when searching for guidance materials in high-quality English. In addition, the class features two lab sessions with one-to-one student-teacher discussion during a translation and editing exercise. At the end of the course, students should have an enhanced understanding of the diverse areas that influence their text production, and should have learned information and search techniques to enable them to produce better-quality text in English.

Undergraduate Language Error Analysis and Correction

This course is designed for first-year undergraduate students who are studying translation and interpreting, and is a simplified version of the same course that is provided to postgraduate students. In this course, the main aim is to provide a broad overview of the many issues that affect translation, writing in the students' second language (English), and writing for international readership. The main focus is on the following areas: An overview of human communication, analysis of text purpose and readership, English as a global language, principles of simplicity and clarity applied to writing and translation for an international readership, analysis of style and structure in major text genres, punctuation, text formatting features that affect text reception by readers (such as color, layout, fonts, etc.), error reduction and analysis, and challenges and solutions when searching for guidance materials in high-quality English. In addition, the class features a lab session with one-to-one student-

teacher discussion during a translation and editing exercise. At the end of the course, students should have an enhanced understanding of the diverse areas that influence their text production, and should have learned information and search techniques to enable them to produce better-quality text in English.

Debate and Argumentation

This course is designed for second-year undergraduate students, and focuses on argumentation and logic. The students are introduced to the purpose and practice of debating, and have classical systems of debate explained to them. They are shown videos of debates, and volunteers are requested for one debate practice class. The other major component of the course is logic, and students are introduced to deductive, inductive, and abductive forms of logic, with examples and discussion of each form. They are asked to come up with their own examples through homework tasks, and are given assignments through which they can show their understanding of logical arguments in their writing and speaking. By the end of the course, students should be able to recognize the major types of logic and should be able to present written and spoken arguments in a logical manner. A final exam tests their general understanding of logic and argumentation.

Fundamentals of Business Translation

This course *Fundamentals of Business Translation* aims to provide students with the basic skills necessary to begin 'translating' texts from Chinese to English. It will focus on three key modules of authentic materials, covering texts on corporate profiles, product handbooks and business news. By the end of the semester, students will be able to carry out thorough pre-translation textual analysis, use online resources to fill in their knowledge gaps and find correct business terms and expressions, and to produce work with as few errors as possible.

Speech Writing and Public Presentation

The purpose of this course (*Speech Writing and Public Presentation*) is for students to become more adept at public speaking through an in depth study of the method of speech writing and presentation. The ability to give a coherent speech is vital no matter what field of society a person goes into. The focus of this course will be to first be able to write and produce a quality speech and then to give the speech in a manner that is understandable and interesting. Students will be required to attend class and participate in class discussions and small group activities. Also, they will be required to come to class prepared. This means they will have read the required reading material and will have completed the required writing assignments assigned for each class period. In addition, students will be writing in a journal and participating in various speech topics.

Oral and Intercultural Communication

The purpose of this course (*Oral and Intercultural Communication*) is for students to become better intercultural oral communicators by in depth practicing skills and strategies in the areas of reading and speaking. The focus will be on each student beginning to think in an "English" way and develop an "English" voice so they can clearly communicate their thoughts, beliefs, and feelings inter-culturally. Students will be required to attend class and participate in class discussions and small group activities. Also, they will be required to come to class prepared. This means they will have read the required reading material and will have completed the required assignments assigned for each class period. In addition, students will be writing in a journal and doing grammar and vocabulary exercises, as well as giving speeches and doing peer critiquing.

Consecutive Interpreting

This compulsory course is designed to help junior students lay a foundation of basic CI skills. The goal is to build hands-on experience of both English to Chinese and Chinese to English interpreting in consecutive mode, paving the way for higher level interpreting training. The course also prepares students with self-development capabilities for future career in the language service sector. By the end of the semester, students should be able to accomplish an assignment in a general area with average difficulty level and to reflect on their performances.

Cultural Texts: Analysis and Application

This course is a compulsory course for first-year undergraduates at the School of Translation Studies. It is designed based on their successful completion of the *Current Affairs Texts: Analysis and Application* course in the first semester of their first school year and is followed by *Business Texts: Analysis and Application* and *Technical Texts: Analysis and Application* offered respectively in the first and second semester of their second school year. The course, together with the other three text analysis and application courses, aims to equip students with bilingual competence, transfer skills, instrumental competence, and many other translation-related skills. By the end of the course, students should be able to understand the importance of cognitive complements (communicative context, background knowledge and co-text) in text comprehension, identify and apply genre-specific features (at lexical, syntactic, and discourse levels) of common Chinese and English texts in reading and writing tasks, produce written and oral Chinese and English discourse to perform certain functions in various of communicative settings, bridge interlingual and intercultural differences between Chinese and English through the use of translation strategies, show a good sensitivity to cultural elements and an awareness of intercultural communication, work with confidence both individually and on a team basis, and use computers and the Internet effectively to complete group project assignments.

Community Interpreting / Interpreting Basics

This is an introductory and compulsory course for undergraduates at the School of Translation Studies to lay foundations in basic interpreting skills for advanced interpreting courses. The focus is to exercise students' skills in analytical listening, information retention, information reformulation and note-taking. Students are guided to practice interpreting skills, reflect on their performances, and develop an awareness of autonomous learning. By the end of the course, they should have laid foundations in basic interpreting skills and be able to interpret short dialogues of low difficulty in common communicative settings.

Freshman Composition

This course is designed primarily to acquaint you with the discourse patterns, principles, and strategies of effective essay writing of English that are found as most distinct from the writing of the Chinese essays. Core to these issues is how to write well-supported, well-organized, coherent and cohesive essays that exhibit linear, instead of spiral, discourse patterns featured by most English-speaking cultures. An underlying rationale that informs the design of this course is that learning to write occurs after, and simultaneously with, learning to read. Therefore, this course will also help you develop and exercise better critical reading, thinking, researching, and writing skills. To this end, plenty of our time in class will be spent on reading and discussing the writing of others while creating and improving our own. The skills and strategies for successful and effective reading, writing, and researching that you learn here will be as portable as the textbooks themselves, and you will be able to carry them away with you and apply them to other, similar tasks in both your educational and professional careers.

Technical Writing

Technical Writing prepares you to write in any profession that demands specialized knowledge or expertise. In a professional setting, your writing helps the audience understand a subject better as to reinforce or change their attitude toward the subject, to motivate them to take particular actions, or to help them carry out a task. In other words, technical writing responds to the needs of a particular audience and has a clear, specific purpose in the *real* world. The focus of this course is NOT on writing for a certain professional field, but on the techniques that skilled communicators in all professional fields use to analyze an audience and a purpose, to research and create information on a subject, to arrange the information logically, and to deliver the information clearly and concisely in appropriate language style and format to achieve readability and accessibility. But most importantly, this course requires and teaches that you, as a student technical writer, develop a sense of service to and responsibility for the audience, a sense of collaboration with team members, and commitment to excellence and perfection in the technical documents that you produce.

Computer-aided Translation (CAT)

Computer-aided Translation (CAT) is a compulsory module for juniors majoring in Translation to be completed within one semester. With the prevalence of information technology and standardization of language industry, translators are being required to increase their technical literacy. In 2009, the US government pointed out in “A Strategy for American Innovation: Driving Towards Sustainable Growth and Quality Jobs” that, “automatic, highly accurate and real-time translation between the major languages of the world [will be] greatly [lower] the barriers to international commerce and collaboration.” The goal can be met through the development of CAT technologies. The course covers basic concepts and tools of search engine, corpus, termbase, translation memory and quality control, and aims at cultivating students’ awareness of and skills in translation technology.

Digital News Trans-editing

Digital News Trans-editing is a compulsory module for juniors majoring in Translation to be completed within one semester. By virtue of the Internet, a far-reaching revolution has taken place in the theory and practice of information dissemination, within which digital news has emerged as a significant element in the daily life of many social groups. Digital news trans-editing is now serving the netizens to get an immediate knowledge of the changing world. Adapted to the demands of the time and market, the course aims at cultivating the competence of trainee translators in trans-editing news distributed in digital media. Authentic cases are analyzed to empower students with subject knowledge, stylistic norms and conventions, information filtering and restructuring strategies.

Cultural Translation

Cultural Translation is a compulsory course focused on the translation of texts with cultural themes. It is designed for junior translation majors who have been acquainted with such texts in their freshman year. Content of the course includes modules about popular culture, customs around the world, art festivals and events, as well as sites of historical and cultural significance. A case-based, task-driven teaching model is adopted, with authentic bilingual language materials. Upon completion of this course, students are expected to: 1) have a better understanding of the language and cultural knowledge covered; 2) master the strategies and methods for translating relevant cultural texts; 3) gain familiarity with the functions and genres of cultural texts; 4) understand the functions of the source text and the translated version in their respective cultural context; 5) strengthen culture awareness and

bilingual communicative skills, and therefore 6) improve their overall competency to make decisions in the translation process.

Localization Engineering and Project Management

This course *Localization Engineering and Project Management* is designed to provide students with basic knowledge on localization engineering and project management. It will explore various localization engineering technologies and project management methods of typical objects such as software, online helps, documents and multimedia. This course will focus on the processing and converting methods of complicated documents in the current field and the usage of frontier localization and project management tools. Through systematic learning and practice on this course, students will be able to develop a thinking pattern of solving problems through computers and improve their abilities of translation, localization engineering and project management using computer software, and thus enrich their practical experiences in complicated localization projects.

Literary Text Reading

The purpose of this course *Literary Text Reading* is for the third-year students to be familiar with some selected classical literary works written in English or Chinese through an in depth study of the style and features of the works as well as the approaches to enjoying the works from different perspectives, so as to improve the literary awareness of the students. The focus of this course is on the ability to understand and enjoy the works. Students will be required to be prepared before classes. This means they will have read the required reading materials and even recite them. By the end of the semester, students should develop the ability to enjoy the classics from both the meaning and style of the works.

Legal Translation

This course, *Legal Translation*, is designed for students with little or no background in legal translation. It provides an introductory examination of basics of laws and major characters of legal English in lexical, syntactical and structural perspectives. Our goal is to understand the shape of legal English and its key features as well as the methods and skills of translating often-used legal texts covering contracts, certificates and other legal documents both from English into Chinese and Chinese into English.

Business Text Analysis

This course, *Business Text Analysis*, is a continuation of parallel texts reading courses for second year students. It provides an introductory examination of business events of common interest in China and the Western world through a variety of textual types and up to date comparative bilingual texts. The goal is to build on students' business common sense, and their vocabulary bank of essential business terms and expressions, and to help them understand logic and implications of both micro and macro business practices.

E-C & C-E Word Contrast and Translation

E-C & C-E Word Contrast and Translation is a compulsory course opened especially for the freshman students of School of Translation Studies. It is aimed to empower the students with the knowledge concerning the basics of English words and vocabulary, the micro- and macro-differences existing between English and Chinese languages at word level, so that they can master the knacks and skills of learning English words, expanding English vocabulary, and acquiring the necessary skills and strategies in E-C & C-E sentence translation through observation, comparative analysis of constitutes, meaning, and morphological structures of English and Chinese words. Meanwhile, they will be exposed to the common mistakes that Chinese EFL learners may make in their selection, use, and

meaning correspondence and transformation of English words, to make them understand the importance of learning and using English words accurately. Given the learners' status quo of being fresh students at STS, with limited vocabulary and relatively weak English foundation, another major purpose of this course is to improve their English vocabulary and foreign language foundation to at least the TEM4 level, which also serves as a base for their learning of the disparities between the two word systems and, further, other differences of the two languages.

Contrast of E-C & C-E Syntax and Translation

Contrast of E-C & C-E Syntax and Translation is a compulsory course opened especially for the sophomores of School of Translation Studies. It is aimed to empower the students with the knowledge concerning the micro- and macro-differences existing between English and Chinese languages at sentence level, and to make them acquire the necessary skills and strategies in E-C & C-E sentence translation through observation, comparative analysis of Chinese and English syntax, sentence structures and the common mistakes that Chinese EFL learners may make in their sentence translations. The purpose of this course is to make the students be familiar with the general rules behind English and Chinese sentence structures, build an initial understanding of translation awareness, choose correct strategies when translating both English and Chinese sentences, and increase the language sensitivity toward English and Chinese.

Generally, through understanding the differences between Chinese and English at sentences level, the students are expected to acquire the preliminary knowledge of the translation process, the nature and translation, and the importance of mental decisions in the course of translating. By so doing, they will build a solid foundation for the learning of other translation courses. By the end of this term, students will be able to: 1) understand what micro- and macro-differences existing between English and Chinese sentences; 2) master the basic skills and strategies in translating English and Chinese sentences; 3) master the skills and strategies in translation long sentences such as attributive clauses, adverbial sentences; 4) understand the basic knowledge of translation.

Introduction to Translation Basics: Theory and Practice

Introduction to Translation Basics: Theory and Practice is a compulsory course specialized to the junior students of translation major in the BA program provided by the School of Translation Studies of XISU. With a total of 36 learning-unit hours, the course aims to acquaint the translator-learners with the various definitions, basic concepts, notions, and general principles of translation to foster the appropriate thought, view, and value of translation on the learners' part, so as to improve their acquisition of proper translation awareness and cognition necessary for a qualified translation practitioner. Through various modes of teaching and learning, the course will ultimately encourage multiplicity in the learners' approaches toward translation, translation processes and problems, and enable them to assess, on peer or group basis, their own translations and those of others semantically, stylistically, pragmatically, and, most of all, critically.

Listening and Note-taking for Interviews

Listening and Note-taking for Interviews is a practice-oriented course designed to improve students' listening comprehension for future interpreting purposes. Students are expected to build skills in information processing by "top-down" and "bottom-up" approaches with extended capacity of short-term memory and simple note-taking skills. Basic comprehension skills include splitting syntactic structure, more specifically, dividing the main clause and sub-clauses and other subordinate layer, detecting logic links, and making inferences. The practice will start from simple interviews and progress to content-based passage and

speeches. Various listening materials will be offered to help students enlarge vocabulary and enrich their background knowledge. Solo practice, pair work will be organized in the class with group cooperation or workshop encouraged after class.

Conference Listening and Note-taking

Conference Listening and Note-taking is a practice-oriented course aimed at empowering students with improvement in short-term memory, proficiency in listening comprehension (logic analysis, key information identification) and retelling (language quality and fluency) in English or Chinese. Listening materials include conference addresses, speech in various field, culture, environment, politics, etc. to help students enlarge vocabulary and enrich their background knowledge. Solo retelling practice, pair work will be organized in the class with group cooperation or workshop encouraged after class.

News Listening and Summarizing

This course *News Listening and Summarizing* is designed to continue to help second-year translation majors improve their overall listening ability and pave the way for a better performance in other translation and interpreting courses. Students are to listen to/watch selected up-to-date listening materials from VOA (Standard English), BBC, CNN, NPR broadcasting and other related materials in class and after class. The themes of the news story cover a wide variety of social, political, political, economic, environmental, cultural and other areas. Students are supposed to have exercises in various forms. Students are to grasp the key words and the main idea of the listening materials, get familiar with the proper nouns (person, place, international organization, etc.), keep up with the happenings home and abroad, and get to know background knowledge of related countries and organizations. Students are also expected to know the features of news reports, summarize the happenings from a series of related news stories, and research and analyze the news stories.

Movie English and Dubbing

This course *Movie English and Dubbing* is designed to help the first-year translation majors improve their listening ability and pave the way for a better performance in future translation and interpreting courses. Students will watch selected movie clips and documentaries. Students will do individual and group exercises of imitating and dubbing aimed at improving their pronunciation, intonation, tone, and rhythm. Upon the successful completion of this course, students will improve their ability of listening comprehension and oral production, enlarge their vocabulary and useful expressions. Students will also have improvement in understanding western culture.

Current Affairs Texts: Analysis and Application

This course is a compulsory course for first-year undergraduates at the School of Translation Studies. It forms a step-by-step course serial with *Cultural texts: Analysis and Application*, *Business Texts: Analysis and Application*, and *Technical Texts: Analysis and Application*. This course, together with the three text analysis and application courses, aims to equip students with bilingual competence, transfer skills, instrumental competence, and many other translation-related skills. By the end of the course, students should be able to understand the importance of cognitive complements (communicative contexts, background knowledge and co-text) in text comprehension, identify and apply genre-specific features (at lexical, syntactic, and discourse levels) of common Chinese and English texts in reading and writing tasks, produce written and oral Chinese and English discourse to perform certain functions in various of communicative settings, bridge interlingual and intercultural differences between Chinese and English through the use of translation strategies, show a good sensitivity to

current affairs and social phenomena, work with confidence both individually and on a team basis, and use computers and the Internet effectively to complete group project assignments.

Screen Translation

This course is an elective course for third-year undergraduates at the School of Translation Studies. Consisting of film title translation, subtitle translation of feature films and documentaries, and dubbing translation, it provides students with the opportunity to learn the characteristics of screen translation, guiding theories, translation strategies and techniques, and the methods of using subtitle translation software. Through case-based workshop, it aims to develop students' subjectivity, arouse their interests in this field, and develop their ability of inter-lingual transformation, cross-cultural communication, project management and team work cooperation.

Business Negotiation Interpreting

Business Negotiation Interpreting, an advanced course after *Sight Translation* and *Consecutive Interpreting*, is designed to improve students' ability and quality of delivery from English into Chinese with the skills learnt in previous interpreting courses. Through conducting practical preparation and negotiation, the focus of the course is on how to grasp the attitudes, the intentions and messages, and their logical relations with the goal of negotiation so that students should be able to deliver precisely and appropriately as interpreters in business settings.

Conference Interpreting

Conference Interpreting, an advanced course for undergraduates after *Sight Translation* and *Consecutive Interpreting*, is designed to bridge the skills needed for conference interpreting from those learnt in previous courses. With a combination of long-term and short-term goals and tasks, the focus of this course is on the improvement of split of attention: analytical skills plus prediction and anticipation applied in conference materials, and the flexibility in delivery: precise chunking to logical delivery with a strong awareness of the different language features and a high proficiency in manipulating both languages.

Introductory Sight-translation and Interpreting

This introductory module of *Sight-translation and Interpreting* aims at improving student interpreters' analytical reading and listening skills for information processing and language command, and equip them with sight-translation and interpreting skills. The course is designed to bolster students' confidence through adopting gradual training strategies which start at the least difficult type of sight translation to more stressful types of sight-translation. The general objective of the course is to help students lay a foundation for the training of consecutive and simultaneous interpretation.