

Planning and Quality Assurance Affairs

Form (A)

Course Specifications

General Information

Course name	Economic\Commercial Translation
Course number	TRAN4308
Faculty	
Department	
Course type	Major Needs
Course level	4
Credit hours (theoretical)	3
Credit hours (practical)	0
Course Prerequisites	

Course Objectives

1	- This course is designed to give students the opportunity to: be introduced to the nature and characteristics of administration and economic texts;
2	- It give students the opportunity to acquire a certain amount of the terminology needed to understand texts on business and finance in the English speaking world (banking, sales and negotiations, setting up a business and presenting a company, etc.,)
3	- It give students the opportunity to develop the students writing skills to enable them to respond to input applying information to a specified task, to elicit, to select, to summarize& translation information in a range of writing activities, such as essays, reports and various forms of business correspondence; using different dictionaries & translation tools;
4	- It give students the opportunity to develop the students general capacity to a level that enables them to use English / Arabic translation in their academic and professional environment granted that they are provided with the specific notions and vocabulary of economics, mathematics, statistics, banking and finance in the course of their studies

Intended Learning Outcomes

Knowledge and Understanding	<ul style="list-style-type: none"> * Demonstrate the processes and competencies in translating administrative and business documents usually from English to Arabic or the reverse * Overcome the main difficulties involved in the English/Arabic business translation process, words and expressions that are usually difficult to translate, specific translation techniques and tools. * Master certain capabilities as proficiency in the use and application of different translation tools used in the field (such as dictionaries, software, and internet search, among others. * Master the proper administrative and economic terminology and how to deal with numbers and figures correctly.
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Course Contents

- 1 - Focusing on problems in translation of commercial & economic texts from English to Arabic and vice versa and how they can be solved ; practical translation tasks, introducing students to translation in such disciplines as economics, management, business, and commerce; building the rudimentary skills of translation including, among other things, vocabulary building, colloquial expressions, using dictionaries, solving syntactic problems in translation, cohesion and coherence, culture in translation, and language varieties

Teaching and Learning Methods

- 1 - Lecture (introducing topics in Economic translation): theoretical foundation is presented in lecture format in the first classes of the semester. Other theoretical issues are discussed throughout the semester
- 2 - Lectures

Students Assessment

<u>Assessment Method</u>	<u>TIME</u>	<u>MARKS</u>
Mid-term Exam	1 Hour	30
Final Exam	2 Hours	40
Assignment 1	1 Hour	10
Assignment 2	1 Hour	10
Assignment 3	1 Hour	10

Books and References

Course note	<p>A selection of Arabic and English administration and economics texts is provided for students for classroom and homework translationl</p> <p>A practical approach is adopted in teaching this course due to its applied nature. There will be no prescribed textbook. Texts will be selected from a variety of sources which meet the course objectives</p>
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