



Course Outline

I. COURSE DETAILS

Course name: Advanced Translation

Course Length: 60 periods

Course Description: This course is designed to provide students with practical skills of translation and interpreting. This course prepares students for general translation and interpreting work on a variety of topics related to international relations that can serve as the basis for their professional development in these areas later.

INSTRUCTORS:

Trịnh Thu Hương, Ph.D & Dương Ngọc Dũng Ph.D

II. COURSE MATERIALS

REQUIRED MATERIALS

Duong Ngoc Dung (2014). *Giang trình biên dịch và phiên dịch tiếng Anh*. Vietnam National University, Hanoi Publisher.

REFERENCE

Nguyen Thu Huyen. (2011). *Cẩm nang luyện dịch Việt Anh*. Vietnam National University, Hanoi Publisher.

Diem Phuong and Tuan Nhi. (2014). *Develop the skill of writing English to correct grammar (Phát triển kỹ năng viết đúng tiếng Anh)*. The Youth publisher.

Stageberg, N.C. (1965). *An Introductory English Grammar*. Holt, Rinehart and Winston, Inc.

Diep Quang Ban. (2012). *Giao trình ngữ pháp tiếng Việt*. Education Publish House.

Written Translation of Articles in Vietnamese- English. *Luyện dịch báo chí Viet- Anh*. The Youth publisher.

III. LEARNING ASSESSMENT

1. Group Work Policy: All students are required to take part in group work.

Items	Assessment Tasks	Weighting
1	Midterm	30%
2	Final Exam	70%

2. Assessment:

ASSESSMENT CRITERIA

Level	Accuracy of transfer of ST content	Quality of expression	Degree of task completion	Mark
Level 5	Complete transfer of ST information; only minor revision needed to reach professional standard.	Almost all the translation reads like a piece originally written in English. There may be minor lexical, grammatical or spelling errors.	Successful	9, 10
Level 4	Almost complete transfer; there may be one or two insignificant inaccuracies; requires certain amount of revision to reach professional standard.	Large sections read like a piece originally written in English. There are a number of lexical, grammatical or spelling errors.	Almost completely successful	7, 8
Level 3	Transfer of the general idea(s) but with a number of lapses in accuracy; needs considerable revision to reach professional	Certain parts read like a piece originally written in English, but others read like a translation. There are a considerable number of lexical, grammatical or spelling	Adequate	5, 6

	standard.	errors.		
Level 2	Transfer undermined by serious inaccuracies; thorough revision required to reach professional standard.	Almost the entire text reads like a translation; there are continual lexical, grammatical or spelling errors.	Inadequate	3, 4
Level 1	Totally inadequate transfer of ST content; the translation is not worth revising.	The candidate reveals a total lack of ability to express himself adequately in English.	Totally inadequate	1, 2

Passing grade: 5/10

IV. COURSE OBJECTIVES

1. Provide skills and techniques of translation and interpreting;
2. Develop students' ability to deal with problems arising on translating and interpreting academic and professional topics;
3. Provide regular classroom practice for students to become familiar with real-life practice and requirements.

V. COURSE POLICIES

- **Class organization:** The first half of class is devoted to the study and practice of translation, while the second half is directed towards improving students' interpreting skills.
- **Attendance:** Students are required to be on time and remain until the conclusion of the class. Those who arrive late within 15 minutes will be marked as 'late' yet still allowed to join the class. Students who are more than 15 minutes late will not be accepted into class.
Students who skip three classes or more, without legitimate excuses, **will be disqualified from taking the final exam.** Students should notify the instructor of their absence at least one day before class, unless their absence is due to an emergency. Written documents are required for their absence to be excused.
- **Participation:** Bonus points will be rewarded to students with a good record of participation in class. For the interpretation practice portion of the class, you need to work in groups (ideally, of 2 students each, and no more than 3). I reserve the right to have formal "reviews" of each student during the semester. This is a chance for me to give your formal feedback on your work.

- **Class assignment:** Each student is required to complete and submit translation assignments and interpreting assignments given by the instructors to receive a passing grade. Late submission of assignments will not be accepted.
- **Class disciplines:** Students are not allowed to use laptops/mobile phones/tablet computers for any purposes not related to their study. Any violation will result in the students being required to leave the classroom and marked as absent.
Disruptive behavior that affects classroom instructions and academic performance of both the instructor and other students include laughing and talking inappropriately in class. You will receive a warning and a 1 point deduction from your final grade for your first violation. A second time violation will result in a deduction of 3 points from your grade. The third time you commit a similar violation, you will be expelled from the classroom and the administrative staff will be accordingly notified so they can take your name off the class list.
Cheating, academic dishonesty and plagiarism are NOT tolerated. Those students who violate these terms will be expelled from the course and receive “zero” for their final grade.
Foods are not allowed during class.
- **Communication:** Email is the preferred channel of communication. However, on urgent cases, instructors can be contacted via phone.

VI. SCHEDULE

	CLASS A&C608	CLASS B&D 609	CONTENT
SESSION 1: 15/9/20	Dr. Trịnh Thu Hương 1	Dr. Dương Ngọc Dũng1	<ul style="list-style-type: none"> • Introduction • Overview of translation skills and techniques • Key issues in Translation practice
SESSION 2: 17/9/20	Dr. Trịnh Thu Hương 2	Dr. Dương Ngọc Dũng2	<ul style="list-style-type: none"> • Introduction to Interpreting • Interpreting skills and techniques • Central issues in Interpreting practice
SESSION 3: 22/9/20	Dr. Trịnh Thu Hương3	Dr. Dương Ngọc Dũng3	Topic: <i>Environment</i>
SESSION 4: 24/9/20	Dr. Trịnh Thu Hương4	Dr. Dương Ngọc Dũng4	Topic: <i>World & IR's</i>

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SESSION 5: 29/9/20	Dr. Trịnh Thu Hương5	Dr. Dương Ngọc Dũng5	Topic: News Review
SESSION 6: 1/10/20	Dr. Trịnh Thu Hương6	Dr. Dương Ngọc Dũng6	Topic: <i>Science & Technology</i>
SESSION 7: 6/10/20	Dr. Trịnh Thu Hương7	Dr. Dương Ngọc Dũng7	Topic: <i>Journalism</i>
SESSION 8: 8/10/20	Dr. Trịnh Thu Hương8	Dr. Dương Ngọc Dũng8	Topic: <i>Tourism and Sustainable development in Globalization</i>
SESSION 9: 13/10/20	Dr. Trịnh Thu Hương9	Dr. Dương Ngọc Dũng9	Topic: <i>Vietnamese culture 1</i>
SESSION 10: 15/10/20	Dr. Trịnh Thu Hương10	Dr. Dương Ngọc Dũng10	Topic: <i>Vietnamese culture 2</i>
SESSION 11: 20/10/20	Dr. Trịnh Thu Hương11	Dr. Dương Ngọc Dũng11	Topic: Key social and political features of Japan
SESSION 12: 22/10/20	Dr. Trịnh Thu Hương12	Dr. Dương Ngọc Dũng12	Topic: <i>International Education</i>
SESSION 13: 27/10	Dr. Trịnh Thu Hương13	Dr. Dương Ngọc Dũng13	Topic: Key social and political features of some European countries
SESSION 14: 29/10	Dr. Trịnh Thu Hương14	Dr. Dương Ngọc Dũng14	Topic: Religion
SESSION 15: 3/11	Dr. Dương Ngọc Dũng15	Dr. Trịnh Thu Hương15	Topic: <i>Career, Success & Happiness</i>
SESSION 16: 5/11	Dr. Dương Ngọc Dũng16	Dr. Trịnh Thu Hương16	Topic: <i>Politics 1</i>
SESSION 17: 10/11	Dr. Dương Ngọc Dũng17	Dr. Trịnh Thu Hương17	Topic: Key social and political features of America
SESSION 18: 12/11	Dr. Dương Ngọc Dũng18	Dr. Trịnh Thu Hương18	Topic: Key social and

	Dũng18		political features of India
SESSION 19: 17/11	Dr. Dương Ngọc Dũng19	Dr. Trịnh Thu Hương19	Topic: <i>Politics 2</i>
SESSION 20: 19/11	Dr. Dương Ngọc Dũng20	Dr. Trịnh Thu Hương20	Topic: <i>Speech at festivals and science conferences</i>
SESSION 21: 24/11	Dr. Dương Ngọc Dũng21	Dr. Trịnh Thu Hương21	Topic: News Review
SESSION 22: 26/11/20	Dr. Dương Ngọc Dũng22	Dr. Trịnh Thu Hương22	REVIEW & MOCK TEST
SESSION 23: 01/12	Dr. Dương Ngọc Dũng23	Dr. Trịnh Thu Hương23	TOTAL REVIEW NO CLASS
SESSION 24: 03/12	FINAL TEST 1 Consecutive interpreting		
SESSION 25:	FINAL TEST 2 Consecutive interpreting		

****This syllabus is subjected to change due to the real conditions of the class. The instructor reserves the rights to edit syllabus at any time needed. Modifications will be announced to class directly or via email prior to the application of those changes****

Ho Chi Minh City, September 24, 2020

Dean of Faculty

Head of Department

Syllabus composers

***Trịnh Thu Hương &
Dương Ngọc Dũng***