
COURSE Syllabus

Course Name: Field Training

Course Number: 01084271

General Course Information:

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:

Coordinator's Name: Aseel Atallah Hasan Alshbeekat

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Tuesday 12-1

Monday and Wednesday 10-11

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Course Description:

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.

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

Course Educational Objectives (CEOs):

1.	To train graduating students in the translation field as a first step towards professionalism.
2.	To help graduating student enrich their English and Arabic vocabulary in practical fields of translation.
3.	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):

	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:

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:

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.

Course Policies:

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 procedures

D- 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:

- First Consultation 10
- Second consultation 10
- Midterm 20
- Office evaluation 20
- Final exam 40

Program Learning Outcome (PLOs):

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

a.	Acquiring the basic oral skills in English.
b.	Getting the knowledge needed in the domain of oral and written translation.
c.	Understanding other related knowledge disciplines.
d.	Having the ability to adapt to various work environments and conditions.
e.	Having the ability to communicate in various ways and methods.
f.	Having the ability to solve problems in the field of translation
g.	Having the ability to analyse various texts.
h.	Reinforcing and developing critical thinking skills.

Responsible Persons and their Signatures:

Course Coordinator	Aseel Alshbeekat	Completed Date	20/2/2020
		Signature	
Received by (Department Head)		Received Date	/ /
		Signature	