

University of Puerto Rico
Río Piedras Campus
College of Humanities
Graduate Program in Translation

Spring Semester 2018-2019

I. Seminar: Practice in Translation

II. TRAD 6620-2U1

III. 45 hours/3 credit hours. Classroom: AED102. Meeting on Mondays from 5:30 - 8:20 pm.

IV. Prerequisites: None. Open to all but may be considered especially useful for first-year students.

V. Course Description

Practice in basic methods and techniques of translation into English. A course mainly of praxis aimed at understanding the complexities of translation (“What’s so hard about it?”) and overcoming its difficulties, both universal and language-specific, with emphasis on the necessary writing skills in English, particularly punctuation. **In this course, all translations will use Spanish as the source language and English as the target or recipient language.** Some texts may be excerpted and adapted from actual professional translation jobs.

VI. Course Objectives: Students completing this course will:

1. Become acquainted with basic tools for translation and translation research.
2. Read critically and analyze a variety of texts, identifying factors of style, register, and purpose that will affect the translation process.
3. Evaluate differences between "good writing" in Spanish and in English; demonstrate mastery of the basic differences in punctuation conventions between the two languages by passing a punctuation quiz with a grade of at least 85%.
4. Practice translation research skills.
5. Learn to give, receive, and profit from constructive criticism in order to produce at least one excellent translation during the semester.

VII. Content and Time Distribution (45 hours)

This is a fifteen-week course. A calendar will be provided once class enrollment is fixed and any revisions to the UPR-RP academic calendar are published by the Administration.

January and February will be devoted to punctuation lessons and the class discussion of one or two texts chosen by the professor. The latter portion of the semester, beginning around

the middle of March, will consist of presentations of students' projects, with texts chosen by the students. A punctuation quiz will be given sometime in late February or early March, and a final exam will be given at the end of the semester. **All quizzes and exams will be administered via email.**

In the event that circumstances beyond the professor's control (storm, strike, illness, power outage, academic recess, etc.) should lead to missed classes during the semester, it is possible that up to 25% of the course may be presented via alternative methods not requiring physical class meetings. Exams administered by email and, if necessary, one or more of the student presentations will make up this 25%. It is *strongly* preferable that projects be presented in person, in the classroom; the email method will be used only in exigent situations.

VIII. Teaching Strategies: Lecture (10%); guided group discussion (30%); translation practice (30%); practice in analyzing and critiquing classmates' translations (30%).

IX. Resources and Equipment Required: All students must have access to computers and dictionaries at home while completing assignments. Students are encouraged to bring dictionaries and portable computers or other devices to class sessions. All students are asked to provide **an email address that can be shared with the instructor and classmates.**

X. Methods of Evaluation:

Discussion of translation assignments represents the chief learning method in this course; therefore, attendance, punctuality, and participation are absolutely essential. Non-compliance **will** result in a lower grade. Students with a legitimate excuse should notify the professor (in advance, if possible) in person or via email to helen.barnesslown@upr.edu.

Punctual class attendance and participation in discussions	20%
Satisfactory completion of assigned weekly translations	20%
Final Project	30%
Exam(s)	30%

***** A differential grading scale may be applied for students with special needs.**

XI. Grading Scale:

A	90 – 100
B	80 – 89
C	70 – 79
D	60 – 69
F	59 or lower

All students are expected to complete all assignments, attend all class sessions, and participate fully in class discussion. Special circumstances or unavoidable absences **must** be discussed with the instructor.

Ley 51

Los estudiantes que reciban servicios de Rehabilitación Vocacional deben comunicarse con la profesora al inicio del semestre para planificar el acomodo razonable y equipo asistivo necesario conforme a las recomendaciones de la Oficina de Asuntos para las Personas con impedimento (OAPI) del Decanato de Estudiantes. También aquellos estudiantes con necesidades especiales que requieren de algún tipo de asistencia o acomodo deben comunicarse con la profesora)

Students who receive services from Vocational Rehabilitation should contact the professor at the beginning of the semester in order to plan for reasonable accommodation and for the necessary equipment according to the recommendations of the *Oficina de Asuntos para las Personas con Impedimento* (OAPI) of the Office of the Dean of Students. In addition, those students with special needs or who require any type of assistance or special arrangements should contact the professor.

Certification Num. 130, 2014-2015

La Universidad de Puerto Rico prohíbe el discrimen par razón de sexo y género en todas sus modalidades, incluyendo el hostigamiento sexual. Según la Política institucional contra el Hostigamiento Sexual en la Universidad de Puerto Rico, Certificación Núm. 130, 2014-2015 de la Junta de Gobierno, si un estudiante está siendo o fue afectado por conductas relacionadas a hostigamiento sexual, puede acudir ante la Oficina de la Procuraduría Estudiantil, el Decanato de Estudiantes o la Coordinadora de Cumplimiento con Título IX para orientación y/o presentar una queja.

The University of Puerto Rico prohibits discrimination based on sex, sexual orientation, and gender identity in any of its forms, including that of sexual harassment. According to the Institutional Policy Against Sexual Harassment at the University of Puerto Rico, Certification Num. 130, 2014-2015 from the Board of Governors, any student subjected to acts constituting sexual harassment may visit the Office of the Student Ombudsperson, the Office of the Dean of Students, and/or the Coordinator of the Office of Compliance with Title IX for information and/or to file a formal complaint.

XII. Selected Bibliography

Recommended Resources (not required):

- 1) *Merriam-Webster's Collegiate Dictionary: Eleventh Edition*. 2009. Springfield, Mass.: Merriam-Webster.
- 2) *Roget's International Thesaurus (Seventh Edition)*. 2011. New York: Harper Collins.
- 3) *Simon and Schuster's International Dictionary: English-Spanish, Spanish-English*. Second Edition. 1997. New York: Macmillan.
- 4) *The BBI Dictionary of English Word Combinations*. Revised Edition. Morton Benson, Evelyn Benson and Robert Ilson. 1997. Amsterdam/Philadelphia: John Benjamins
- 5) *Diccionario de la Lengua Española, vigésima tercera edición*. 2014. Madrid: Espasa.

WEB SOURCES:

- 1) Library of Congress Online Catalog: <http://catalog.loc.gov/>
- 2) Merriam-Webster Online Dictionaries and Thesaurus: <http://www.merriam-webster.com/>
- 3) ProZ.com Term Search: <http://www.proz.com/search/>
- 4) Real Academia Española: <http://www.rae.es/>
- 5) Google Books Ngram Viewer: <https://books.google.com/ngrams>
- 6) Acronym and Abbreviation Dictionary: <http://www.acronymfinder.com/>
- 7) Linguee: <http://www.linguee.es/espanol-ingles/search>
- 8) Word Reference: www.wordreference.com
- 9) Power Thesaurus: www.powerthesaurus.org
- 10) Pronunciation: www.forvo.com

Instructor: Jane Ramírez (Helen Jane Barnes Slown de Ramírez). M.A. Lincoln Christian Seminary, Lincoln, IL, 1996; M.A. UPR-RP (Translation) 2003. Available upon request for consultation from 3:00 to 5:00 pm on Mondays; also on Tuesday and Thursday afternoons, by appointment. Available anytime by email to JaneTranslates@gmail.com or by text to 787 632-3912.

Official email: helen.barnesslown@upr.edu; Personal email: JaneTranslates@gmail.com; Cell phone: 787 632-3912

IMPORTANT NOTE: Please email **all exams and assignments** to my **OFFICIAL** email (the upr.edu one). However, if you need to reach me **QUICKLY** (questions about an assignment, notification that you will be absent or late on a particular day, news of power outage on campus, etc.), please use a **TEXT MESSAGE** to 787 632-3912 OR email me at the **gmail** (janetranslates) address. I do not receive notifications on my phone of emails sent to the upr.edu address.

APPENDIX 1: Attendance Policy

Discussion of translation assignments represents the chief learning method in this course; therefore, attendance, punctuality, and participation are essential. Non-compliance **will** result in a lower grade. Attendance & Participation constitutes 20% of the grade, and I DO keep track of absences. Frequent tardiness will also be noted.

However, life happens. I try to be generous in excusing absences, but I do have some hoops for you to jump through. Please cooperate so that we don't have to have unpleasant conversations later.

1. Please sign my attendance notebook every day that you come to class. You will be assigned a number from 1–15 early in the semester; sign next to that number. **DON'T FORGET TO SIGN IN!** If you arrive late, don't hesitate to interrupt the class to ask for the book, if you don't see it.

2. If you're *very* late, please speak with me about it after class (if possible) and back it up with an email. But don't be afraid to come in, no matter how late you are; you're always welcome.
3. ANY communication with me about absences, tardiness, late assignments, special needs or circumstances, etc. MUST come to me via email to helen.barnesslown@upr.edu and/or JaneTranslates@gmail.com. It's ok to tell me in person, or call or text me at **787 632-3912**, but I DON'T GUARANTEE THAT I WILL REMEMBER EVERYTHING YOU TELL ME and get it into your record. Back it up with an email.
4. If you know in advance that you will be absent on a particular date, please tell me ahead of time. And back it up with an email.
5. If you have a disability or other circumstance that will make you tardy frequently (for example, you get off work at 5:00 in Bayamón), tell me about it. And back it up with an email.
6. If you are absent for any reason, email me as soon as you can. I like to know the reason, but you don't have to tell me. However, I don't give excused absences unless you ask for them, so the minimum that I require is an email that says something like, "I had to miss class on Wednesday 10 August. Please excuse my absence and let me know if I need to make up something that I missed."
7. I need an email for each absence. I don't need a doctor's excuse or a note from your mom (though I don't mind if you want to bring me one—I've gotten some really cool excuses). If your absences are excessive, I'll probably want to have a conversation with you about it—but that doesn't necessarily mean that I won't excuse the absences.
8. Excused absences are treated as if they never happened, as long as you email me and do your work. Unexcused absences hurt your grade.

Remember, that email address is helen.barnesslown@upr.edu. Don't hesitate to text me at 787 632-3912. You can call me, too, but maybe you should hesitate a little first, unless it's an emergency.

Appendix 2: Semester Project Guidelines

There are two parts to this assignment:

- a. Your own project
- b. Your participation in critiquing everyone else's projects

Your Own Project

1. Make sure that you have correct email addresses for the professor and all of your classmates.
2. Select a text in Spanish that you would like to translate. It may be fiction or nonfiction, but not song lyrics or poetry. **The source text should be one that has never been published in English.**
3. If you have any questions about the suitability of your project, or you want to do something outside of the usual guidelines, consult the professor. (Examples: Source text has never been published; source text is a website, blog, graphic novel, audio recording, or other unusual format; source text has been published in English but you wish to do a new translation.)
4. Select a passage from that text with a word count of 380–430 words.
5. Translate into English *at least* the selected portion of the text.
6. **Be sure to include your name and the title, author, and source of your text in your document.** Mark clearly, on both source text and translation, which portion of the text constitutes your project. Use this format for your filename: [JaneProjectTRAD6620Spring2019](#). (Change “Jane” to your first name.)
7. You will choose or be assigned a date for your presentation. You will have approximately an hour and 15 minutes in class to present your translation.
8. One week—7 days—before your presentation, email the source text and the translation to the professor and to all your classmates. Even if the class is not meeting seven days before your presentation, you must send the text on or before that date. You may send more than your translated portion, if you wish, to provide your classmates with more context. If possible, check with your classmates to be sure they have received your work.
9. You may choose the format in which you will present your project. You may show your source text and your translation side by side (in columns or text boxes); in interlinear fashion; in alternating paragraphs between English and Spanish; or in any other format, including PowerPoint. The professor will display your project on the screen.
10. On the day of your presentation, you are in charge. Introduce yourself, speaking clearly so that everyone can hear. Give us any relevant information about the text, the author, the dialect, etc. Tell us a little about the problems you had and/or the decisions you made about how to translate your text. Then present the text and request feedback from your classmates. Usually, the presenter reads the text aloud one sentence at a time, in Spanish first and then in English, and asks for comments. You may ask specific questions if you wish. Try to give everyone a chance, but keep the discussion moving, in order to finish within the specified time. **PLEASE MAKE EVERY POSSIBLE EFFORT TO BE**

PRESENT ON THE DAY OF YOUR PRESENTATION! We can't afford to fall behind schedule.

11. When you have finished, thank your classmates for their suggestions, and make sure that you have asked them (or the professor) everything that you need to know in order to prepare your final version.
12. After your presentation, prepare your final, corrected version of the translation, taking into consideration the class discussion.
13. Use this format for your filename: **JaneFINALProjTRAD6620Spring2019**. Change "Jane" to your first name.
14. The due date for the final version will be announced; it will be a day or two after the due date of the final exam in May. You don't need to send the final version to your classmates--just to the professor.

Your Participation in Critiquing Everyone Else's Projects

1. You will receive a calendar from the professor listing the dates on which each student is scheduled to present.
2. Seven days before each scheduled presentation, you will receive, via email, the source text chosen by your classmate and his/her translation into English. It is YOUR responsibility to READ each project ahead of time and come prepared to discuss it. If you do not receive the project, it is YOUR responsibility to contact your classmate.
3. On the day of the presentation, take an active part in the discussion, even if you're shy and don't like to speak up. Your participation counts as part of your grade.
4. Please be tactful and encouraging when you make your comments.
5. **VERY IMPORTANT: If you are absent on the day of a presentation**, you *must* send the presenter your written comments about the project that was presented on that day, with a copy to me. Otherwise, your absence will be counted as unexcused. Twenty percent of your grade is based on attendance and class participation. Your participation in discussing others' projects is just as important in the learning process as your own project.

I hope you will enjoy your semester project, and that you will find this process as rewarding as I have in the past.

APPENDIX 3: Filename Format

Please use this format whenever you email me any assignment, exam, project, etc. THE MOST IMPORTANT PART is to put your first name FIRST in every filename. (By “first name,” I mean the name by which I call you in class.)

- 1. First Name**
- 2. Assignment Keyword**
- 3. Course Number**
- 4. Season/Year**

You may leave spaces between elements or not, as you choose. Please don't use _ (underscore).

Examples:

JanePoliceENGL3245Spring2019
Jane Police TRAD 6620 Spring 2019
Team3ProjectjENGL3245Spring 2019
Jane FINAL Proj TRAD 6620 Spring 2019

Keywords

Translation Assignments: Choose a keyword if I haven't assigned one. You can be creative, but please don't be ambiguous.

Exams: I will give you a format to follow in the exam instructions.

Semester Project (1st draft): Project

Semester Project (any interim versions): ProjVer2

Semester Project (final version): FINALProj

Notice: The FINAL version of your project must have “**FINAL**” in capital letters in the filename.