COURSE DATA

Data Subject

Code	35646
Name	Documentation for translators
Cycle	Grade
ECTS Credits	6.0
Academic year	2024 - 2025

Study (s)

Degree	Center	Acad. year	Period
1009 - Degree in Translation and Interlinguistic Mediation (English)	Faculty of Philology, Translation and Communication	2	Second term
1010 - Degree in Translation and Interlinguistic Mediation (French)	Faculty of Philology, Translation and Communication	2	Second term
1011 - Degree in Translation and Interlinguistic Mediation: German	Faculty of Philology, Translation and Communication	2	Second term

Subject-matter

Degree	Subject-matter	Character
1009 - Degree in Translation and Interlinguistic Mediation (English)	16 - Auxiliary theoretical and practical knowledge	Obligatory
1010 - Degree in Translation and Interlinguistic Mediation (French)	16 - Auxiliary theoretical and practical knowledge	Obligatory
1011 - Degree in Translation and Interlinguistic Mediation: German	16 - Auxiliary theoretical and practical knowledge	Obligatory

Coordination

Name	Department
CARRERO MARTIN, JOSE FERNANDO	340 - Language Theory and Communication Sciences
MARTINEZ PARICIO, VIOLETA	340 - Language Theory and Communication Sciences

SUMMARY

The subject «Documentation for Translators» is designed to develop specific skills in finding and managing information relevant to the practice of translation and research in translation studies. The course is part of the training module called «Theoretical and practical auxiliary knowledge for the Degree in Translation and Interlingual Mediation». This course, for their educational objectives, particularly complements the subjects of «ICT for Translation» and «Terminology and Lexicography», which is recommended to have studied previously.

This course takes into account SDG 10 and specifically aims to 'empower low-income people and promote economic inclusion for all,' by providing all students with the necessary computer resources for completing documentation assignments. It also considers SDG 5, as it enhances the active participation of female students in class, thus empowering them in their academic pursuits, and it encourages discussion on inequalities, such as in the unit devoted to the access to information

PREVIOUS KNOWLEDGE

Relationship to other subjects of the same degree

There are no specified enrollment restrictions with other subjects of the curriculum.

Other requirements

Generic prior knowledge.
We recommend having previously studied the subjects that are part of the training module «Theoretical and practical auxiliary Knowledge for the Degree in Translation and Interlingual Mediation»
«ICT for Translation» and terminology-lexicography
«Terminology and Lexicography»

COMPETENCES (RD 1393/2007) // LEARNING OUTCOMES (RD 822/2021)

1009 - Degree in Translation and Interlinguistic Mediation (English)

- Students must have acquired knowledge and understanding in a specific field of study, on the basis of general secondary education and at a level that includes mainly knowledge drawn from advanced textbooks, but also some cutting-edge knowledge in their field of study.
- Students must be able to apply their knowledge to their work or vocation in a professional manner and have acquired the competences required for the preparation and defence of arguments and for problem solving in their field of study.
- Students must have the ability to gather and interpret relevant data (usually in their field of study) to make judgements that take relevant social, scientific or ethical issues into consideration.

- Students must be able to communicate information, ideas, problems and solutions to both expert and lay audiences.
- Show ethical commitment in the field of translation and linguistic mediation as regards gender equality, equal opportunities, the values of the culture of peace and democratic values and environmental and sustainability issues, and have an understanding and appreciation of linguistic diversity and multiculturalism.
- Design and manage projects in the academic or professional field of translation and linguistic mediation.
- Apply information and communication technologies and computer tools to translation and linguistic mediation.
- Work as a team in the environment of translation and linguistic mediation and develop interpersonal relations.
- Know the main translation techniques and standards in their socio-cultural context.
- Master new information and communication technologies applied to translation and linguistic mediation.
- Master documentation techniques for translation and linguistic and cultural mediation.
- Know, use and create terminological databases and lexicographic tools that are significant for translation and linguistic mediation.
- Compare and analyse the constituents of one's own language with those of other languages, in order to apply them to translation and linguistic mediation.

1010 - Degree in Translation and Interlinguistic Mediation (French)

- Students must have acquired knowledge and understanding in a specific field of study, on the basis of general secondary education and at a level that includes mainly knowledge drawn from advanced textbooks, but also some cutting-edge knowledge in their field of study.
- Students must be able to apply their knowledge to their work or vocation in a professional manner and have acquired the competences required for the preparation and defence of arguments and for problem solving in their field of study.
- Students must have the ability to gather and interpret relevant data (usually in their field of study) to make judgements that take relevant social, scientific or ethical issues into consideration.
- Students must be able to communicate information, ideas, problems and solutions to both expert and lay audiences.
- Show ethical commitment in the field of translation and linguistic mediation as regards gender equality, equal opportunities, the values of the culture of peace and democratic values and environmental and sustainability issues, and have an understanding and appreciation of linguistic diversity and multiculturalism.
- Design and manage projects in the academic or professional field of translation and linguistic mediation.

- Apply information and communication technologies and computer tools to translation and linguistic mediation.
- Work as a team in the environment of translation and linguistic mediation and develop interpersonal relations.
- Know the main translation techniques and standards in their socio-cultural context.
- Master new information and communication technologies applied to translation and linguistic mediation.
- Master documentation techniques for translation and linguistic and cultural mediation.
- Know, use and create terminological databases and lexicographic tools that are significant for translation and linguistic mediation.
- Compare and analyse the constituents of one's own language with those of other languages, in order to apply them to translation and linguistic mediation.

1011 - Degree in Translation and Interlinguistic Mediation: German

- Students must have acquired knowledge and understanding in a specific field of study, on the basis of general secondary education and at a level that includes mainly knowledge drawn from advanced textbooks, but also some cutting-edge knowledge in their field of study.
- Students must be able to apply their knowledge to their work or vocation in a professional manner and have acquired the competences required for the preparation and defence of arguments and for problem solving in their field of study.
- Students must have the ability to gather and interpret relevant data (usually in their field of study) to make judgements that take relevant social, scientific or ethical issues into consideration.
- Students must be able to communicate information, ideas, problems and solutions to both expert and lay audiences.
- Show ethical commitment in the field of translation and linguistic mediation as regards gender equality, equal opportunities, the values of the culture of peace and democratic values and environmental and sustainability issues, and have an understanding and appreciation of linguistic diversity and multiculturalism.
- Design and manage projects in the academic or professional field of translation and linguistic mediation.
- Apply information and communication technologies and computer tools to translation and linguistic mediation.
- Work as a team in the environment of translation and linguistic mediation and develop interpersonal relations.
- Know the main translation techniques and standards in their socio-cultural context.
- Master new information and communication technologies applied to translation and linguistic mediation.

- Master documentation techniques for translation and linguistic and cultural mediation.
- Know, use and create terminological databases and lexicographic tools that are significant for translation and linguistic mediation.
- Compare and analyse the constituents of one's own language with those of other languages, in order to apply them to translation and linguistic mediation.

LEARNING OUTCOMES (RD 1393/2007) // NO CONTENT (RD 822/2021)

- Identify and appropriately use new information technologies and communication in solving problems of the translation studies.
- Know and use technical documentation relating to translation and interlingual mediation.
- Know and apply lexicographical and terminological databases in the work of translation.

DESCRIPTION OF CONTENTS

1. Documentation for translators in the information age.

2. Information sources: types, evaluation, and reliability

3. Documentation and academic research. Structure of an academic paper. Bibliography and referencing and citation rules.

4. Documentació aplicada a la traducció i interpretació: la necessitat documental.

5. Documentation for translating and interpreting cultural and intertextual references

WORKLOAD

ACTIVITY	Hours	% To be attended
Computer classroom practice	40,00	100
Theory classes	20,00	100
Development of group work	10,00	0
Development of individual work	20,00	0
Readings supplementary material	10,00	0
Preparation of evaluation activities	5,00	0
Preparing lectures	15,00	0
Preparation of practical classes and problem	20,00	0
Resolution of case studies	10,00	0
TOTAL	**150,00**	

TEACHING METHODOLOGY

Develop training activities provided both a classroom component, as a non-attendance.
Classroom component
Lectures:
Include active participation of students through oral presentations, group activities.
Also during these tasks may be assigned tasks in non-face.
Practical classes:
Exercise as the resolution of cases in working groups or guided activities with computers.
Other activities:
A possible visit and practical activity in the documentation services of the Universitat de València
Non-attendance component
Including
• obligatory or optional readings, complementary to the theoretical section, and
• exercises the student can do without special equipment,
• preparation of papers for oral presentation in class, and, optionally,
• attendance at academic events related to the issue of matter.
The non-attendance component also contains the tutoring time and test preparation.

This subject will be included in the framework of the educational innovation project - PIEE 2024-2025 Modality The audiodescription of a cultural space: education in inclusion and project-based learning with different optional activities.

EVALUATION

The subject Documentation for translators is divided in two blocks:
Block 1 60%
Bloc 2 40%
In order to pass the subject, a minimum of 5 out of 10 in both blocks must be accomplished. Failing one of the two blocks will mean failing the subject altogether. If a student passes only one of the blocks in the first assessment, that grade can be preserved in the second assessment.

Block 1 evaluation consists of a written exam of the content (test) presented in class (45%) and the completion of assessment practices (15%). These practical exercises cannot be recovered in the second assessment and must be submitted on the dates specified by the professors**.**
Block 2 evaluation consists of a group-written project about documentation in translation and interpreting. This project represents 100 % of the final grade of block 2. The project is comprised of a translation proposal, glossary creation, a critical review of the translation and documentation process and a bibliography in APA format.

Spelling will be taking into account as follows:

• Concordance error (gender and number, number and person): 0.5 points.

• Spelling error (misspelled words, accents, etc.): 0.5 points.

• Punctuation error (commas, exclamations, periods, etc.): 0.25 points.

• Other type of errors (citation, typographical, style, etc.): 0.25 points.

Plagiarism will mean the instant failing of the subject. Moreover, the use of machine translation or machine translation post-editing will be considered as plagiarism, thus meaning the instant failing of the subject.

Intellectual honesty is vital to an academic community and for the fair evaluation of the student's work. All work submitted in this course must be originally authored by every student. No student shall engage in unauthorized collaboration or make use of ChatGPT or other AI composition software.

REFERENCES

Basic

- García, J. A. C., Arévalo, J. A., Lucas, J. L. y Díaz, R. G. (2012). Las nuevas fuentes de información: información y búsqueda documental en el contexto de la web 2.0. Madrid, Ediciones Pirámide (GrupoAnaya)
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- Gonzalo García, C. y García Yebra, V. (eds.) (2000). Documentación, terminología y traducción. Madrid, Síntesis.
- Hernández Rensoli, A. y Martínez Valdés, F. (2001). De cara a la era global; las nuevas tecnologías aplicadas a la traducción. Acimed, 9(2), 142-144.
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- Lancaster, F. W. (1996). Indización y resúmenes: teoría y práctica. Buenos Aires, EB Publicaciones (trad. de Elsa Baber) / Madrid: H F Martínez de Murguía, S.A.
- López Borull, A. (2003). Cercadors de recursos web especialitzats en traducció. Revista Tradumática. Traducció i Tecnologies de la Comunicació, 2.
- Moreiro González, J. A. (coord.) (2000). Manual de Documentación Informativa. Madrid, Cátedra.
- Pinto Molina, M. y Cordón García, J. A. (eds.). (1999). Técnicas documentales aplicadas a la traducción. Madrid, Síntesis
- Sales Salvador, D. (ed.). (2005). La Biblioteca Babel. Documentarse para traducir. Granada, Comares.
- Sales Salvador, D. (2006): Documentación aplicada a la traducción: presente y futuro de una disciplina. Gijón, Ediciones Trea.
- Sales Salvador, D. (ed.). (2023). Documentación aplicada a la traducción y a la intepretación. Estrategias, fuentes y recursos documentales. Gijón, Ediciones Trea

Additional

- se indicarán a lo largo del periodo lectivo para las diferentes unidades temáticas