Spanish 3403.101
Introduction to Translation and Interpretation
fall 2025
MW 12:30-1:50
PY 203

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Required materials:
1. There is no required textbook for this course, but articles and/or links to important readings may be posted on D2L and students will be expected to read/study such.
2. One (1) one-inch (bigger if you wish), three-ring binder in which to store your "Translation Portfolio" documents, which is to be added to regularly and submitted for evaluation at the end of the semester.

Recommended materials:
1. A good Spanish-English dictionary (hard copy – bring to class every day since online/computer translation software will be forbidden in class unless *<u>**previously indicated**</u> permission is granted)
2. *Theories of Translation: An Anthology of Essays from Dryden to Derida* by Rainer Schulte and John Biguenet, eds. Chicago: University of Chicago Press, 2012
3. *Spanish and the Medical Interview: A Textbook for Clinically Relevant Medical Spanish* by María del Pilar Ortega Hernández. Rockville, MD: Schreiber Publishing, 2013. <u>**Note**</u>: This is a <u>**REALLY, REALLY**</u> good book if you're thinking of doing (or ever need to do) translation or interpreting related to the medical field. I would <u>**HIGHLY**</u> recommend that you purchase your own copy in that case!
4. *The Bilingual Courtroom: Court Interpreters in the Judicial Process* by Susan Berk-Seligson. Chicago: University of Chicago Press, 2017. (contains scenarios and problem areas)
5. *Interpreting and Translating in Public Service Settings* by Raquel de Pedro Ricoy, Isabel Pérez, and Christine Wilson. London: Routledge, 2014.
6. *Spanish Business Dictionary: Multicultural Business Spanish*, by Morry Sofer. Rockville, MD: Schreiber Publishing, 2013. If you want a dictionary for business terminology (Sp < > Eng), this is it! Vocabulary for banking, accounting, insurance, finance, United Nations, etc.
7. Access to a computer with high-speed internet capabilities—NOT a Chromebook (see below for MSU recommendations).

PC Desktops and laptops Minimum Specifications	Mac desktops and laptops Minimum Specifications
• Intel Core (i3, i5, i7) processors; 4th generation or newer • 4 GB of RAM, 8 GB of RAM is highly recommended • 256 GB SSD Storage • Dual band spectrum (2.4GHz and 5 GHz with 802.11ac or 802.11n • Use Windows' Operating System and PC Info to find your hardware information	• Intel Core (i3, i5, i7) processors; 4th generation or newer • 4 GB of RAM, 8 GB of RAM is highly recommended • 256 GB SSD Storage • Dual band spectrum (2.4GHz and 5 GHz with 802.11ac or 802.11n • Use Apple's About this Mac feature to find your hardware information

Chromebooks are not recommended as they will not work with D2L.

Please note:
1. This course is a F2F (face-to-face) course, and is designed with that in mind. But this class also uses supplemental D2L as an important component of the class. Please make sure you access the D2L (MSU site) every day for homework assignments, class updates, additional explanation, practice materials, etc. Either check your D2L email daily or have that email set up to forward to an account that you check daily—your D2L email is my only way of contacting you in case I need to do so.
2. As per The Code of Federal Regulations (CFR Title 34, Part 600.2), "a credit hour is an amount of work […that] reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester."

Prerequisites:
Spanish 3353 (or equivalent) or permission of instructor.

Objectives:
1. Understanding of the basics of translation and interpreting (history, theory, and practicalities).
2. Developing communicative and cultural competencies, demonstrating an awareness of a translator/interpreter's role as a linguistic and intercultural mediator.
3. Furthering the student's written and oral proficiency in Spanish.
4. Producing quality written translations/interpretations from a variety of sources.

POLICIES

Attendance: Attendance in class is fundamental to the acquisition of the knowledge and abilities being studied/polished in this class. It should be understood that enrollment in the class represents a commitment to be in class, every day of class, for the entire class period. If you cannot attend class for some reason, such does not mean that you have the right to simply skip that information but, rather, that you must make a double effort to find out what you missed and what you need to do for the next class period. In fact, the attendance grade is based on your being in class for the entire 80-minute period. Arriving more than 5 minutes after the class start-time will result in a deduction of 1 point from your overall attendance grade (each occurrence); arriving after 15 minutes will result in a deduction of 2 points (each occurrence). Each absence lowers your attendance grade by 3 points. Attendance will be 10% of your final class grade.

In-class assignments. Regular assignments will be made from a variety of sources. Grades in this section will most commonly be translations/interpretations carried out in the classroom during normal class hours. However, there may be an occasional quiz or other exercise. In-class assignments will be 20% of your final class grade.

Out-of-class assignments. Regular assignments will be made from a variety of sources (check the **News section of the D2L class site every day**). In addition, another part of this section is your uploading to D2L a weekly translation or interpreting exercise (your choice, not both), either English-to-Spanish or Spanish-to-English, of at least 25 words (trans.) or 1 minute (interpret.), in the original—this must be a "continuous narrative"; i.e., NOT individual words, phrases or disjointed sentences/ideas. Upload both the original and your translation/interpretation to D2L—this will be evaluated by the instructor, after which you will need to polish your work and resubmit within one week. Failure to resubmit a polished version will result in a grade of zero (0) for the assignment.

Finally, some of the "out-of-class" assignment grades may be quizzes (in-class or on D2L) based on required readings, translation exercises, or interpretations. Out-of-class assignments will be 20% of your overall, final class grade.

Portfolio. The portfolio (10% of your overall, final class grade; due Wednesday, December 6, by end of class) is a compilation of

a. *__all__ the translations completed above (both in-class and polished out-of-class assignments)
    a. Yes, this also means *__ALL__ the in-class translations, so both you and your partner (when partner work) need to write down the translations (and insert them all in each person's portfolio notebook)
    b. these must be arranged in the notebook chronologically, as completed, and have the date included (hand-written is fine) on each translation,
b. a list of vocabulary terms (minimum of 50 entries) with definitions and examples that are applicable to translation/interpretation,
c. a short document (3 pages, max) describing and reflecting on the translation or interpretation process (one or the other, __NOT__ both—whichever is of more interest to you), how you carried it out, strategies and techniques you've employed throughout the semester, and main issues/problems you encountered throughout the semester and your solutions to such,
d. a final self-evaluation of what you have learned, your progress over the course of the semester and your strengths and weaknesses in regards to translation/interpretation (3-5 pages).

Final Project.
1. You will complete an individual *__translation__ project based on your own interests and professional environment. During the first week of classes, you will select two documents and gain permission from the instructor for these to be your Final Project documents (only one student per any specific document):
    a. a document in English (there must be no Spanish translation of the document available) that you will translate into Spanish and,
    b. a document in Spanish (there must be no English translation of the document available) that you will translate into English.
    Each document must be a minimum of 1,250 (max. 2,000 words) in the original version. These documents may be excerpts from a novel, short story, a professional essay/flyer, chapter from an important textbook, workbook excerpt, etc.—something that applies to your major and/or what you imagine someone with your major using Spanish for (a __professional__ blog, for example). For each of the documents chosen, you will need to upload to D2L:
        a. a translation of the work (composed of __a minimum of two parts:__ a "rough-draft" of the translation and a final, polished version),
        b. the original work itself (not a weblink!... you need to download the article, save it as a Word/pdf document, and upload that version),
        c. a separate document (a "Translation Report") in which you detail the translation process (i.e., the step-by-step process you used; a bibliography of assists/dictionaries/translation software/etc. you used; an outline of any issues/challenges which arose in your translation process and how you resolved them; and
        d. a self-evaluation of your work and the translation.
    Finally, based on your experience completing this project, you will prepare a class presentation (10 minutes during the "Final Exam" period set by the university) describing and

reflecting on the translation process, strategies and techniques, main issues you encountered and the solution(s) you employed. This will be shared with all participants in the class.

2. You will complete an individual *__interpretation__ project based on your own interests and professional environment. During the first week of classes, you will select an interpretation project to complete and gain permission from the instructor for such. The interpretation will need to be a minimum of 3 minutes in length, and may be either an English-to-Spanish or a Spanish-to-English interpretation. Acceptable source materials would be TED talks, profession-based videos, etc.— you must meet with the instructor for approval of your source material. After completing the interpretation, you will write an "Interpretation Report" describing the experience, the challenges and solutions employed, a bibliography of any materials used, and a self-evaluation.
The Final Project will be 40% of your final class grade (Translation from the non-native language to the native language = 15%; Trans. native-language to non-native language = 10%; Interpretation = 10%; report to class = 5%).

Absences. No "absence" or missed work will be "excused" without written document, and only then will it be excused if it involves an official university activity, illness, family-member death, approvable religious activity, or other catastrophic event. Any unexcused absence will result in a "0" for that day's attendance and activities; grades for excused absences will be treated as per the section below entitled "Late work and make up."

Late work and "make-up." __ALL__ assignments must be turned in by the stated deadlines; late work may be accepted up to 48 hours past the original deadline but with a deduction of 10% per-day-(or portion thereof)-past-the-original-deadline being applied. For example, if something is due at midnight on October 30, but the D2L system says that it was uploaded at 12:30 a.m. on October 31, there would be an automatic, additional 10% deduction from the grade. There are __no__ types of "make-ups" of any type in this class; in the best of scenarios (i.e., you present written documentation to justify an "excused" absence for an assignment or a D2L quiz), you will be assigned a grade of "missing" and the overall semester grade will be calculated without that. All requests for "excused absences" must be in writing, within three business days following the event. ***Remember, computer systems do crash and/or otherwise have problems; such, however, does __NOT__ constitute a valid reason for an "excused absence" or waiver of the late-submission penalty; i.e., your failure to upload work to the system prior to the stated deadline. You can always upload things early.***

Grading curves. There are no "curves" on grades in this class. What you make is the grade you will get. A grade of 59.499999 is an F; a grade of 69.499999 is a D, etc.

Student Honor Creed.
"As an MSU Student, I pledge not to lie, cheat, steal, or help anyone else do so. As students at MSU, we recognize that any great society must be composed of empowered, responsible citizens. We also recognize universities play an important role in helping mold these responsible citizens. We believe students themselves play an important part in developing responsible citizenship by maintaining a community where integrity and honorable character are the norm, not the exception. Thus, we, the Students of Midwestern State University, resolve to uphold the honor of the University by affirming our commitment to complete academic honesty. We resolve not only to be honest but also to hold our peers accountable for complete honesty in all university matters. We consider it dishonest to ask for, give, or receive help in examinations or quizzes, to use any unauthorized material in examinations, or to present, as one's own, work or ideas which are not entirely one's own. We recognize that any instructor has the right to expect that all student work is honest, original work. We accept and acknowledge that responsibility for lying, cheating, stealing, plagiarism, and other forms of academic dishonesty fundamentally rests within each

individual student. We expect of ourselves academic integrity, personal professionalism, and ethical character. We appreciate steps taken by University officials to protect the honor of the University against any who would disgrace the MSU student body by violating the spirit of this creed." Written and adopted by the 2002-2003 MSU Student Senate

Note: All assignments submitted are to be your own individual work (unless otherwise indicated in advance by the instructor). Having native-speaker friends, acquaintances, classmates, family members, or translation software (including AI) help you to prepare your assignments will be considered an act of Academic Dishonesty and result in a grade of zero (first occurrence) or a grade of F for the class (subsequent occurrence). There may be some assignments for which technological software is allowed for assistance, but these will all be preannounced verbally (if a classroom assignment) or in writing on D2L (if an out-of-class assignment); remember, **use of translation software is only allowed if/when permission for such is also given simultaneous to, and accompanying, the assignment instructions**.

Students with Disabilities. The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Support Services in Room 168 of the Clark Student Center, 397-4140, and provide me with a copy of the accommodation paperwork; without that I cannot provide any accommodations.

Safe Zones Statement. The professor considers this classroom to be a place where you will be treated with respect as a human being – regardless of gender, race, ethnicity, national origin, religious affiliation, sexual orientation, political beliefs, age, or ability. Additionally, given that understanding and sharing of cultural issues/differences between the original language culture and the target language culture is an extremely important part of any translation/interpretation, diversity of thought is appreciated and highly encouraged, provided you can respectfully recognize the validity of other points of view. It is the professor's expectation that ALL students consider the classroom a safe environment; failure to respect others is grounds for immediate expulsion from the class for the remainder of the semester.

Concealed Handguns on Campus. Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's webpage regarding campus-carry. If you have questions or concerns, please contact MSU Chief of Police Patrick Coggins.

GRADING COMPONENTS

Section	Percentage
Attendance	10%
In-class assignments	20%
Out-of-class assignments	20%
Portfolio	10%
Final Project	40% (broken down as follows)
final project – non-native to native	15%
final project – native to non-native	10%
final project – interpretation	10%
final project – class report	5%

General class calendar (Subject to modification): see the D2L page for specific assignments

Week	Dates	Activities
Weeks 1	August 25	Syllabus and class intro
Week 2	September 1 (Monday)	Labor Day – no class
Week 2	September 3 (Wednesday)	Final projects must be chosen
Week 3	September 8	Topic: Community/lo cotidiano
Week 4	September 15	Topic: Community/lo cotidiano
Week 5	September 22	Topic: Education
Weeks 6	September 29	Topic: Business
Week 7	October 6	Topic: Business
Week 8	October 13	Topic: Legal
Week 9	October 20	Topic: Legal
Weeks 10	October 27	Topic: Medical
Week 11	November 3	Topic: Medical
Week 12	November 10	Topic: Medical
Week 13	November 17	Topic: Narrative (creative)
Week 14	November 24	Topic: Narrative (prose)
Week 14	November 22 (Wednesday)	No class – Thanksgiving Break
Week 15	December 1	Topic: Creative (poetry)
Week 15	December 3 (Wednesday)	Portfolio due at end of class
Week 16	December 10 (Wednesday), 3:30 p.m. - 5:30	Final Exam - presentations