

Translation and Interpreting for International Business **TRI-ISS211**

Course Description

This course is designed to equip students with the fundamental skills and techniques of translating and interpreting in the international business context. Through studying theories, translation strategies and analysing typical business texts, students can easily explore the genres, text types and linguistic features of business texts and then develop their skills in translating them. It covers specific and insightful business topics for students to develop an expertise in this subject area. This module also teaches students the principles and techniques of business interpreting, with a view to building up their interpersonal communication skills and to equip them to work professionally in this field.

Required Texts

- Business English Translation, 2nd edition by Ming Li
- Thinking Chinese Translation: A Course in Translation Method: Chinese to English 1st edition by Valerie Pellatt and Eric T. Liu
- Language and translation in international commercial arbitration : from the Constitution of the Arbitral Tribunal through recognition and enforcement proceedings by Tibor Várady.

Prerequisite

Professional proficiency in both of Chinese and English

Course Requirements

Component	%
Translation Workshop	20%
Research Project Translation	30%
Presentation	10%
Final Exam	30%
Participation	10%

Evaluation and Grading

A	93-100	B-	80-82	D+	67-69
A-	90-92	C+	77-79	D	63-66
B+	87-89	C	73-76	D-	60-62
B	83-86	C-	70-72	F	0-59

Course Hours

The course has 20 class sessions in total. Each class session is 150 minutes in length, for a total of 3000 minutes of in-class time. Students are expected to spend 15-20 hours per week outside of class. The University awards **4** credits for this course. Different universities may count course credits differently. Consult officials at your own home institution.

Attendance

Occasionally, due to illness or other unavoidable circumstance, a student may need to miss a class. The University's policy requires a medical certificate to be excused. Any absence may impact on the student's grade. Moreover, **the University's policy is that a student who has more than 3 absences will fail the course. Arriving late or leaving early will count as a partial absence.**

Academic Honesty

The University expects all students to do their own work. Instructors will fail assignments that show evidence of plagiarism or other forms of cheating and will also report the student's name to the University administration. A student reported to the University for cheating is placed on disciplinary probation; a student reported twice is suspended or expelled.

Disability Accommodation

Any student who needs special accommodation due to the impact of disability should inform the University within 10 days before the program starts.

Course Schedule

Period	Contents
1	<ul style="list-style-type: none"> • Introduction
2	<ul style="list-style-type: none"> • Introduction to Business Translation
3	<ul style="list-style-type: none"> • Roles and Duties of Business Translators
4	<ul style="list-style-type: none"> • Features of Business Texts and Translation Strategy
5	<ul style="list-style-type: none"> • Features of Business Texts and Translation Strategy
6	<ul style="list-style-type: none"> • Targeting Mistranslation: Research Investigation
7	<ul style="list-style-type: none"> • Formal Equivalence vs. Dynamic equivalence
8	<ul style="list-style-type: none"> • Semantic Translation vs. Communicative Translation
9	<ul style="list-style-type: none"> • Translation Techniques: Grammar, Genre and Styles
10	<ul style="list-style-type: none"> • Translation Techniques: Insertions and Omissions
11	<ul style="list-style-type: none"> • Translating Metaphor and Idiomatic Expressions
12	<ul style="list-style-type: none"> • Subject and Rhetorical Skills in Translation
13	<ul style="list-style-type: none"> • Translating Subjects and Passive Voice
14	<ul style="list-style-type: none"> • Syntax: Clauses, Sentence Order and Word Order
15	<ul style="list-style-type: none"> • Translating Economic Texts • Translating Management Texts
16	<ul style="list-style-type: none"> • Translating Financial Texts • Translating Marketing Texts
17	<ul style="list-style-type: none"> • Business Interpreting: Concepts, Contexts, and Communications
18	<ul style="list-style-type: none"> • Roles and Duties of Business Interpreters
19	<ul style="list-style-type: none"> • Interpreting for Business Interview, Presentation, and Forum • Interpreting for International Business Negotiation
20	<ul style="list-style-type: none"> • Interpreting for Commercial Dispute Resolution
	<ul style="list-style-type: none"> • Final Exam