Course Prerequisite: FREN 297 or consent of department. This course may be used for the MLCS Certificate in Translation Studies. It is your responsibility as a student to ensure that you have the appropriate prerequisites for the course.

The Certificate in Translation Studies is available to students with a major or minor in Chinese, French, German, Japanese, Spanish and/or Ukrainian only in the Faculties of Arts or Science. In all cases, the certificate is granted by the Faculty of Arts at the time a student graduates from his or her degree program. Please note that students who lack an appropriate major or minor, or who are matriculated in a Faculty other than Arts or Science, may NOT receive the Certificate in Translation Studies.

Course-based Ethics Approval in place regarding all research projects that involve human testing, questionnaires, etc.?

☐ Yes ✓ No, not needed, no such projects approved.

Community Service Learning component

☐ Required ☐ Optional ✓ None

Past or Representative Evaluative Course Material Available

☐ Exam registry – Students’ Union
    http://www.su.ualberta.ca/services/infolink/exam/
☐ See explanations below
☐ Document distributed in class
☐ Other (please specify)
✓ NA

Additional mandatory Instructional fees (approved by Board of Governors)

☐ Yes ✓ No

Course Description, Objectives and Expected Learning Outcomes:

This course aims to introduce students to challenging differences between English and French
as a preliminary step toward translating from one language to the other. Students will explore these differences through a wide range of collective and individual activities. Students will be introduced to online translation tools, resources, and information literacy strategies. They will have the opportunity to be part of a workshop on surtitling, and create surtitles for a play to be presented as part of the annual Nobel Prize Celebration at the University of Alberta. At the end of the course, students are expected: 1) to describe linguistic differences between French and English using the appropriate metalanguage; 2) to deal practically with various translation issues arising between French and English (e.g., false friends and tenses); 3) to translate various genres of texts using appropriate translation strategies; 4) to improve their knowledge of both written and oral French; and 5) to be familiar with the emerging field of surtitling and common surtitling techniques.

Texts:

- **Required**
  - Most of the course material will be posted on Moodle or distributed to the students
  - French-English bilingual dictionary (e.g. *Robert & Collins, Harrap’s*) [students should have access to a printed or electronic bilingual dictionary in class]

- **Recommended**
  - French dictionary (e.g., *Larousse, Petit Robert*)
  - English dictionary (e.g., *Cambridge, Oxford*)
  - French grammar book (*Le Petit Grevisse*)
  - English grammar book (e.g. Longman)

**Grade Distribution (see “Explanatory Notes”):**

- **In class test 1**: 20% (February 25)
- **In class test 2**: 20% (March 29)
- **Translation project**: 20%
  - First version (February 15)
  - Final version (March 13)
- **Participation**: 10%
- **Final exam**: 30% (April 17)

Date of Deferred Final Exam:
Please consult the following site:
https://calendar.ualberta.ca/content.php?catoid=6&navoid=806#Examinations_(Exams)

For information on how to apply for a deferred exam see “I Missed my Final Exam, Now What?”

Explanatory Notes on Assignments:

- **In-class tests:** Each in-class will cover a section of the course. Tests will include short translations, concept definitions, multiple choice questions, and exercises on topics discussed in class.

- **Translation project:** Students will surtitle into English a theatre play written by literature Nobel Prize winner Maryse Condé. Students will work individually or in pairs on a selected section of the play.

- **Participation:** Students are expected to attend class on a regular basis (see “Attendance, Absences, and Missed Grade Components”) and participate actively in class discussions and group activities.

- **Final examination:** The final examination is cumulative.

Required Notes:

Policy about course outlines can be found in the Evaluation Procedures and Grading System of the University Calendar.

Student Responsibilities:

**Academic Integrity:**
The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the Code of Student Behaviour (online at www.governance.ualberta.ca) and avoid any behaviour that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

All students should consult the Academic Integrity website. If you have any questions, ask your instructor.

An instructor or coordinator who is convinced that a student has handed in work that he or she could not possibly reproduce without outside assistance is obliged, out of
consideration of fairness to other students, to report the case to the Associate Dean of the Faculty. See the Academic Discipline Process.

**Language courses:**

Students involved in language courses and translation courses should be aware that the use of on-line translation to complete assignments constitutes a form of cheating as the student’s own understanding and work is therefore not reflected. Also, students in language courses should be aware that, while seeking the advice of native or expert speakers is often helpful, excessive editorial and creative help in assignments is considered a form of cheating that violates the Code of Student Behaviour.

**Learning and Working Environment:**

The Faculty of Arts is committed to ensuring all students; faculty and staff are able to study and work in an environment that is safe and free from discrimination and harassment. It does not tolerate behaviour that undermines that environment. The Department urges anyone who feels that this policy is being violated to:

- Discuss the matter with the person whose behaviour is causing concern; or
- If that discussion is unsatisfactory, or there is concern that direct discussion is inappropriate or threatening, discuss it with the Chair of the Department.

For additional advice or assistance regarding this policy you may contact the Office of the Student Ombuds. Information about the University of Alberta Discrimination and Harassment Policy and Procedures is described in UAPPOL.

**Territorial Statement:**

“The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of the First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.” (from the beginning of the Calendar).

**University of Alberta Sexual Violence Policy:**

The Sexual Violence Policy was approved by GFC in June 2017. It plays a vital role in ensuring a safe and respectful learning and working environment. As defined in the policy, sexual violence is any sexual act or act of a sexual nature, or act targeting sexuality, whether physical or psychological, committed without consent. Sexual violence is a complex and serious problem in society and on university campuses. Sexual violence can affect individuals of all gender identities, gender expressions, and sexual orientations, as well as those from all ages, abilities, racial, cultural and economic backgrounds. Through this policy, the University of Alberta recognizes its responsibility to reduce sexual violence in the University community. The university aims to do so by fostering a culture of consent and support through education, training and policy. The University recognizes the possible effects of trauma on those who have experienced sexual violence and supports the efforts of individuals to seek support and recover.
To read the policy in more detail, please visit:

**Recording of Lectures:**
Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

**Attendance, Absences, and Missed Grade Components:**
Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a result, consult sections Attendance and Examinations of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any assignments that are not handed-in or completed as a result.

Deferral of term work is a privilege and not a right; there is no guarantee that a deferral will be granted. Misrepresentation of facts to gain a deferral is a serious breach of the Code of Student Behaviour.

In this course, attendance and participation are an essential component and will be assigned 10% of the overall grade. For each class missed without valid justification, students will lose 0.5% on their final participation grade. Students who cannot attend class should let the instructor know ahead of time and make necessary arrangements. Students will have the opportunity to increase their grade by attending a maximum of 4 community events from the listed posted on the “Activités dans la communauté 2018-2019” Moodle website. They will receive a 1% bonus on their final grade for each event upon showing evidence of attendance (e.g., selfie, receipt, and stamp on their “passeport”).

**Policy for Late Assignments:**
Students who consult in advance with the instructor regarding contingencies preventing the timely completion of an assignment may, at the discretion of the instructor, be granted an extension just one time throughout the course with no penalty. Otherwise, all assignments should be handed in on the stated deadline. Students who hand in assignments late with no acceptable excuse will lose 10% of the assignment's value for each day following the deadline. Late excuses will not be accepted.

**Disclaimer:**
Any typographical errors in this syllabus are subject to change and will be announced in class and posted on eClass. The date of the final examination is set by the Registrar and takes precedence over the final examination date reported in this syllabus.

**Student Resources:**
The best all-purpose website for student services is: [https://www.ualberta.ca/current-students](https://www.ualberta.ca/current-students).

**Accessibility Resources:** (1 – 80 SUB)
The University of Alberta is committed to creating work and learning communities that inspire and enable all people to reach their full potential. Accessibility Resources promotes an accessible, inclusive, and universally designed environment. For general information to register for services visit the [Accessibility Resources](https://www.ualberta.ca/accessibility) webpage.

**The Academic Success Centre:** (1-80 SUB)
The [Academic Success Centre](https://www.ualberta.ca/academic-success-centre) offers a variety of workshops on effective study and exam strategies. There are in-person and online sessions available for a modest fee.

**The Centre for Writers:** (1-42 Assiniboia Hall)
The [Centre for Writers](https://www.ualberta.ca/cw) offers free one-on-one writing support to students, faculty, and staff. Students can request consultation for a writing project at any stage of development. Instructors can request class visits and presentations.

**Health and Wellness Support:** There are many health and community services available to current students. For more information visit the [Health and Wellness Support](https://www.ualberta.ca/healthwellness) webpage.

**Office of the Student Ombuds:**
The [Office of the Student Ombuds](https://www.ualberta.ca/student-ombuds) offers confidential interviews, advice and support to students facing academic, discipline, interpersonal and financial difficulties.

**Grading:**
Assessment of the individual course components may be in the form of numerical marks or letter grades. The final letter grade will be based on "a combination of absolute achievement and relative performance in a class" (University Calendar, [Evaluation Procedures and Grading System](https://policiesonline.ualberta.ca/)). The University Grading Procedure mandates that "a student’s level of achievement of the goals/outcomes of a course, their grade, and the descriptor of that grade must be aligned" ([https://policiesonline.ualberta.ca/](https://policiesonline.ualberta.ca/)). The following guidelines have been adopted by the Department of Modern Languages and Cultural Studies:

<table>
<thead>
<tr>
<th>Descriptor</th>
<th>Letter Grade</th>
<th>Grade Point</th>
<th>%</th>
</tr>
</thead>
</table>

“MLCS Undergraduate Grading Scale”
**Excellent.** A+, A or A- is earned by work which is superior in content and form and demonstrates an exceptional grasp of the subject matter. The grade of A+ designates work that far exceeds course expectations. Grades in the A range are normally achieved by a small number of students.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
<th>Lower Bound</th>
<th>Upper Bound</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.0</td>
<td>97-100</td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
<td>93-96</td>
<td></td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>90-92</td>
<td></td>
</tr>
</tbody>
</table>

**Good.** B+, B or B- is earned by work that demonstrates a thorough comprehension of the course material and a good command of relevant skills. Grades in the B range are normally achieved by the largest number of students.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
<th>Lower Bound</th>
<th>Upper Bound</th>
</tr>
</thead>
<tbody>
<tr>
<td>B+</td>
<td>3.3</td>
<td>87-89</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>83-86</td>
<td></td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
<td>80-82</td>
<td></td>
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</tbody>
</table>

**Satisfactory.** C+, C or C- is earned by work that demonstrates an adequate grasp of the course material and relevant skills. Grades in the C range designate work that has met the basic requirements of the course.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
<th>Lower Bound</th>
<th>Upper Bound</th>
</tr>
</thead>
<tbody>
<tr>
<td>C+</td>
<td>2.3</td>
<td>77-79</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>73-76</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
<td>70-72</td>
<td></td>
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</tbody>
</table>

**Poor/Minimal Pass.** D+ or D is earned by work that demonstrates minimal familiarity with the course material. Grades in the D range generally indicate insufficient preparation for subsequent courses in the subject matter.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
<th>Lower Bound</th>
<th>Upper Bound</th>
</tr>
</thead>
<tbody>
<tr>
<td>D+</td>
<td>1.3</td>
<td>65-69</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>60-64</td>
<td></td>
</tr>
</tbody>
</table>

**Failure.**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
<th>Lower Bound</th>
<th>Upper Bound</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>0.0</td>
<td>0-59</td>
<td></td>
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