

COURSE SYLLABUS

Name: Translation V	Requisites: LM-0361
Code: LM-0362	Co-requisites: None
Credits: 3	Cycle: VII
Hours: Work in class: 3 h per week Out-of-class: 6 h per week	Type: Exclusive of the B.A. in English
	Mode: 100% virtual

I. COURSE DESCRIPTION

This course is designed for students, in the B. A. in English major, who have chosen the translation elective track. It is the fifth course of that track, and it provides students with a general overview of the translation of legal, financial, and official documents, focusing on their characteristics. This course employs the *Skopos* theory as a translation framework that guides the decision-making in the translation of these types of texts. This is a 100% virtual course. Mediación Virtual (MV)I will be the official platform for uploading documents, presentations, videos, as well as submitting evaluations.

II. GENERAL OBJECTIVE

By the end of the course, students will be able to produce high-quality legal, financial, and official translations by identifying their main characteristics, purpose, audience, and context.

III. SPECIFIC OBJECTIVES

By the end of this course, the student will be able to:

- a. Recognize the difference between common law and civil law
- b. Demonstrate a basic understanding of the Costa Rican legal system
- c. Distinguish between different legal and financial documents
- d. Apply the appropriate research and format techniques for translating legal and financial documents
- e. Identify the difference between legal, official, and court-related translation
- f. Define basic concepts related to economy, finances, and trade
- g. Identifying the characteristics of official translation
- h. Follow the appropriate format for official translations
- i. Analyze the translation process for legal, financial, and official documents
- j. Determine the translators' professional and ethical responsibilities when translating legal, financial, and official documents

IV. CONTENTS

A. Legal Translation

1. Characteristics of legal systems based on common law and civil law.
2. Costa Rican legal system.
3. Main characteristics of legal texts.
4. Stylistic resources and strategies for translating legal texts.
5. Legal, court-related, and official translation.
6. Official translation.
7. Ethical scope of legal and official translation.

B. Financial Translation

1. Difference between economy, finances, and trade.
2. Characteristics of documents addressing economy, finances, and trade.
3. Translation of financial documents.
4. Types of financial documents.
5. Stylistic resources and strategies for translating financial documents.

V. METHODOLOGY

This course will be taught fully virtual, including synchronous and asynchronous lessons. Mediación Virtual will be used to upload course materials, presentations, videos, and learning activities. It will also serve as the official platform for submitting all course evaluations, unless otherwise indicated by the professor. Other web resources may be used, but they will be accessible through Mediación Virtual

During class time, students will review and analyze both theoretical and practical aspects of translation simultaneously, focusing on the active participation of students and guidance from the instructor. Students will have six hours a week for independent out-of-class work to complete the tasks specified in the chronogram.

The course will include activities to promote the proposal of ideas related to course contents, the analysis of translation briefs and parallel texts, and the completion of reading comprehension, terminology and theory-related exercises. Besides, students will identify translation problems, find solutions, and analyze the strategies used and proposed solutions. Students may work individually, in pairs or in small groups depending on the nature of the activities provided. Also, reading and practical activities will be assigned ahead of time for class discussion and analysis.

This course employs *Skopos* Theory as a theoretical framework for the translation of texts. Translation is studied as a process that accounts for the different types of relationships operating between the source text (ST) and target text (TT), and the criteria used by translators to make their decisions.

VI. EVALUATION

Components:

Two in-class translations ¹	30%
Out-of-class translation and evaluation ²	25%
Assignments (4 minimum) ³	20%
Project ⁴	25%

1. Students will complete the assigned translations during class time. Each one is worth 15%.
2. Out-of-class evaluation will include the translation of a text and an analysis of it.
3. Assignments may cover any of the course topics and will be announced at least one week in advance.
4. The final project will be done in groups and in different stages. Each professor will provide detailed instructions for this project.

Notes:

- a. No late assignments will be accepted.
- b. If the student uses machine translation tools such as Google Translate, DeepL, or similar platforms, as well as any artificial intelligence tools for writing or editing, such as ChatGPT, Grammarly, etc., in their assignments and assessments, they will lose all the points for the evaluated activity. In the case of projects, this would affect the current phase and any subsequent ones. Since this is a course aimed at developing writing and analysis skills, the use of these tools conceals the students' actual performance.
- c. Students must comply with the *Reglamento de régimen académico estudiantil, Universidad de Costa Rica*.
- d. Plagiarism is unacceptable and will be punished according to *Reglamento de Orden y Disciplina de los Estudiantes de la UCR (Artículos 4-20)*.

VII. BIBLIOGRAPHY

Alcaraz, E. y Hughes, B. (2014). *Legal Translation Explained*. Routledge.

Doyle, M. y Fryer T. (2015). *Éxito Comercial*. Cengage Learning.

González Salgado, J. (2017). La puntuación del texto jurídico: norma, estilo y estrategia. *Anuari de Filologia. Estudis de Lingüística*, 7, 51-72.
<https://revistes.ub.edu/index.php/AFEL/article/view/AFEL2017.7.4/22788>

Gutiérrez Arcones, D. (2015). Estudio sobre el texto jurídico y su traducción: características de la traducción jurídica, jurada y judicial. *Miscelánea Comillas*, 73(142), 141-175.
<https://revistas.comillas.edu/index.php/miscelaneacomillas/article/view/5493>

Jiménez A. F. (2018). *Introducción a la traducción: inglés-español*. Routledge.

Mayoral Asensio, R. (2007). Comparación de los contratos en inglés y en español como ayuda al traductor. *Papers Lextra*, 3. <http://www.lextra.uji.es/papers/2007/mayoral07.pdf>

OCDE. (2022). *Perspectivas económicas de Costa Rica, 2022*.

PWC. (2020). *Basic Understanding of a Company's Financial Statements*.

<https://www.pwc.com/jm/en/research-publications/pdf/basic-understanding-of-a-companys-financials.pdf>

The Common Law and Civil Law Traditions. (2017). *Berkeley Law*.

<https://www.law.berkeley.edu/wp-content/uploads/2017/11/CommonLawCivilLawTraditions.pdf>

VIII. CHRONOGRAM

Week	Dates	Topics	Evaluations
Week 1	March 9-13	Introduction to the course Common Law and Civil Law Costa Rican Legal System <u>Reading: The Common Law and Civil Law Traditions</u>	
Week 2	March 16-20	Legal Documents and Their Translation <u>Reading: Estudio sobre el texto jurídico y su traducción</u>	
Week 3	March 23-27	Legal Texts and Their Translation <u>Lectura: Practical Problems in Translation Explained</u>	Assignment 1
Holy Week (March 30th to April 3rd)			
Week 4	April 6-10	Style and Punctuation of Legal Texts <u>Reading: La puntuación del texto jurídico - Norma, estilo y estrategia</u>	
Week 5	April 13-17	Contracts <u>Reading: Comparación de los contratos en inglés y en español como ayuda al traductor</u>	Assignment 2
Week 6	April 20-24	Official Translations	<i>University Week</i>
Week 7	April 27 – May 1	Holiday (May 1 st)	
Week 8	May 4-8	Holiday (May 8 th)	
Week 9	May 11-15	In-class translation 1	
Week 10	May 18-22	Introduction to Finances <u>Reading: Las finanzas</u>	Assignment 3
Week 11	May 25-29	Financial Documents and Their Translation <u>Reading: La traducción de los textos económico-financieros</u>	Out-of-class translation
Week 12	June 1-5	Types of Financial Texts <u>Reading: Basic Understanding of a Company's Financials Statement</u>	
Week 13	June 8-12	Financial Documents and Their Translation	Assignment 4
Week 14	June 15-19	Financial Documents and Their Translation <u>Reading: Perspectivas económicas de Costa Rica (junio 2022)</u>	
Week 15	June 22-29	In-class translation 2	
Week 16	June 29 - July 3	Final Project Presentations	
Week 17	July 8	Final grades	
Week 18	July 16	Examen de ampliación July 16 th , 9:00 a.m.	

Note: This chronogram is tentative, and it may be adjusted due to students' progress and time management.