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# **College of Liberal Arts and Social Sciences (CLASS)**

# **Department of Spanish**

# **SPAN 3020.001**

# **Spanish Translation**

# **Fall 2023**

## Instructor Contact:

**Name:** Crystal María Wagner M.A.

**Office Location:** LANG 407-D

**Office Hours:** M, W 2-3 pm or by appointment (Zoom)

**Phone Number:** 940**-**565-2404 (Spanish Dept. Office)

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## Communication Expectations:

## UNT email is the primary tool to communicate directly with students. By UNT policy, students **must use only their UNT email address to email professors**. Any personal concerns or questions should be emailed to the professor. Emails will be responded within 24 hours (except for weekends). Please, address me as Professor (Wagner) or profe. I will do my best to return graded work within one week of the due date. For more information about proper communication with your professor, please, consult UNT [Communication Tips](https://clear.unt.edu/online-communication-tips)

## Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT’s full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

## Course Description

Basic techniques of translating written texts from Spanish to English and from English to Spanish with emphasis on literary texts.  Taught in Spanish and English, where appropriate.  Readings, exercises, lectures, and research. 3 credit hours. Prerequisites: SPAN 2050 or equivalent. Proficiency in Spanish is necessary to be successful.

## Course Structure

This course takes place 100% online. If needed, we could have a couple synchronous video conferences using Zoom throughout the semester. Other than that, your interaction with me and with your fellow students will take place in Canvas. There are 14 weeks of content that you will move through. I will open up a new module each week. The required textbook will be heavily complemented with other materials that will be provided.

### Pre-requisites:

This course is designed for students who have passed Spanish 2050 at UNT or the equivalent. Proficiency in Spanish necessary to be successful. For more information, please contact the Department of Spanish in LANG 101, 565-2404.

**Note: A significant portion of the class will be conducted in Spanish**. Given that this is a translation course, it is necessary to have an advanced proficiency in both English and Spanish.

## Materials

## Required

* Teoría y técnicas de traducción: primeras etapas. Cash & Murray.  2008, First Ed.  Newark DE: Lingua Text ISBN 978-0-942566-56-7
* A high-quality dictionary and thesaurus
* A good grammar manual for English as well as Spanish
* Additionally, the instructor will provide material (readings, audio/video resources, links to online references, etc.) on Canvas.

### Recommended

* Aranda, Lucia V. *Handbook of Spanish-English Translation*. University Press of America 2007.
* Child, Jack. *Introduction to Spanish Translation*, University Press of America, Incorporated, 2009.*ProQuest Ebook Central*, <https://ebookcentral.proquest.com/lib/unt/detail.action?docID=1021923>.
* Diccionario de la Real Academia Española: <http: // www.rae.es/>.
* Lunn, Patricia V y Lunsford, Ernest J. *In Other Words. En otras palabras. Perfeccionamiento del español por medio de la traducción.* 3ed. Georgetown University Press, 2021.
* Smith, Colin. *Collins Spanish-English, English-Spanish dictionary*. London: Collins, 1988

## Course Objectives

* Recognize and address cultural nuances, idiomatic expressions and idioms in the translation process to ensure cultural accuracy.
* Define key concepts and terms related to translation.
* Analyze source texts for grammar, style, tone, cultural references and intended audience to facilitate effective translation.
* Identify and discuss ethical dilemmas that translators may encounter.
* Apply source text analysis techniques to translation tasks.
* Develop a comprehensive glossary of key translation terms.

## Course Technology & Skills

This course requires students to have the following technology, skills, and system in order to carry out the required assignments of the class:

* Computer
* Reliable internet access
* Speakers
* Microphone
* Plug-ins
* Microsoft Office Suite
* [Canvas Technical Requirements](https://clear.unt.edu/supported-technologies/canvas/requirements) (<https://clear.unt.edu/supported-technologies/canvas/requirements>)

Technical Assistance

If you need help with technology and/or Canvas, please do not contact your professor. Contact:

**UIT Help Desk**: UIT Student Help Desk site

**Email**: helpdesk@unt.edu

**Phone**: 940-565-2324

**In Person**: Sage Hall, Room 130

**Walk-In Availability**: 8am-9pm

**Laptop Checkout**: 8am-7pm

For additional support, visit Canvas Technical Help

### Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

* While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
* Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
* Ask for and use the correct name and pronouns for your instructor and classmates.
* Speak from personal experiences. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual’s experiences.
* Use your critical thinking skills to challenge other people’s ideas, instead of attacking individuals.
* Avoid using all caps while communicating digitally. This may be interpreted as “YELLING!”
* Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
* Avoid using “text-talk” unless explicitly permitted by your instructor.
* Proofread and fact-check your sources.
* Keep in mind that online posts can be permanent, so think first before you type.

See these [Engagement Guidelines](https://clear.unt.edu/online-communication-tips) (https://clear.unt.edu/online-communication-tips) for more information.

## Course Expectations

### As the instructor in this course, I am responsible for

* Providing course materials that will assist and enhance your achievement of the stated course goals, guidance.
* Providing timely and helpful feedback within the stated guidelines.
* Assisting in maintaining a positive learning environment for everyone.

### As a student in this course, you are responsible for

* Reading and completing all requirements of the course in a timely manner,
* Working to remain attentive and engaged in the course and interact with your fellow students,
* Effectively collaborating and communicating with classmates when doing group assignments,
* Assisting in maintaining a positive learning environment for everyone.

## Course Requirements

|  |  |
| --- | --- |
| Assignments | Percentage of Final Grade |
| Homework (weekly assignments)  | 20% |
| Discussions (6 total) | 15% |
| Reflections (4 total) | 10% |
| Quizzes (8 total) | 10% |
| Mid-Term Exam | 15% |
| Final Exam  | 15% |
| Group Translations  | 15% |
| Total Points Possible | 100% |

Grading Scale

A = 90-100%, B = 80-89.5%, C = 70-79.5%, D = 60-69.5%, F = Below 59% (final grades will be rounded up to the next letter grade only after .5. Example: 89.5 > will be rounded up to 90. 89.4< will equal 89)

## Assignments Description

 Students will complete assignments from the textbook and handouts, as specified in the weekly modules. All assignments must be complete, free of errors, the student’s own work, handed in on time, and done according to all guidelines. No exceptions, no excuses.

Discussion forums

This course places great emphasis on the development of critical thinking skills and a deep understanding of the complexities within the translation process. As part of your engagement with the material, you will participate in six dynamic online discussion board topics designed to encourage thoughtful exploration and research. Each discussion topic will delve into a specific aspect of translation, challenging students to apply theoretical knowledge to practical scenarios and contemporary industry developments. These discussions will prompt students to analyze problems encountered by translators, consider ethical implications, investigate technological advancements, and explore the cultural dimensions of translation. Student contributions to these discussions should demonstrate not only a solid grasp of the course content but also the ability to think critically, engage in respectful dialogue, and support arguments with well-researched evidence.

Reflections

Students will engage in thoughtful reflections on the knowledge and insights they have gained over the previous weeks and use critical thinking skills to apply those concepts to their work as translators. These assignments encourage you to think expansively and creatively, transcending the provided prompts and are graded for completion, as well as the quality of your responses. The grading scale (1-10 points) will take into consideration the depth of your reflection, the clarity of your writing, and your ability to effectively convey your thoughts. Assignments that demonstrate exceptional critical thinking, insightful connections to course material, and well-structured paragraphs will be awarded higher scores. On the other hand, assignments that meet the basic requirements but lack in-depth analysis or coherent presentation may fall within the lower end of the point range. This grading approach encourages you to not only complete the assignments but also to strive for excellence in your expression and engagement with the topics.

Group Translation Assignments

In the second half of the semester, you will have the opportunity to apply the skills and knowledge you've gained throughout the course in a collaborative setting.  These group translation assignments are designed to provide you with hands-on experience in translating in both Spanish and English. This activity not only reinforces your language proficiency but also hones your teamwork, negotiation, and problem-solving skills – all crucial components of a successful translator's toolkit. Further details will be given on Canvas.

Quizzes

Throughout the duration of the semester, a series of 10 quizzes will be administered. These quizzes serve a dual purpose: to assess your comprehension of the material covered in the course and to evaluate your ability to apply that knowledge to practical scenarios and cases within the translation domain. Your performance on these quizzes will provide valuable insights into both your grasp of foundational concepts and your proficiency in contextual application.

## Exams:

## There will be two exams based on material studied in the course.  The Lockdown Browser will be used to take assessments. You must download the software in a reliable device. Assessments usually open on Wednesdays and close on Fridays before midnight.  The final exam will close on Saturday before midnight. Students not meeting deadlines will receive a zero. No make-ups are given as the exams will be open for a few days. Do not wait to the last minute to take assessments.  Lastly, students must read the Rules and Regulations file to take assessments.

## Final Exam:

## The comprehensive final exam should be taken before Saturday of Week 15.  No makeup is given.  An exam may be rescheduled only with the Dean’s written permission.

### **SPOT Course Evaluation**

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows students the ability to confidentially provide constructive feedback to their instructor and department to improve the quality of student experiences in the course. Students will earn **5 extra points** in the participation category for doing the SPOT evaluation. To receive the extra points, you must forward your professor the confirmation email you receive from UNT after evaluating the course. Screenshots will not be accepted.

## Course Policies

Use of AI

Because of the nature of this course, the use of artificial intelligence (AI) language models, such as ChatGPT and similar tools are prohibited. Violations of this policy will result in disciplinary action as outlined in the University Academic Integrity Policy.

If you are in doubt as to whether you are using an online learning support platform appropriately in this course, I encourage you to discuss your situation with me.

Attendance PolicyStudents are not required to physically attend this class, but they should have an “Emergency” plan in place.  Start working on assignments early in the week to avoid missing activities in case you have an emergency.  If an urgent situation arises, it is the responsibility of the student to contact the instructor in a timely manner. If you are experiencing any [symptoms of COVID-19](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fsymptoms-testing%2Fsymptoms.html&data=04%7C01%7CLauri.Morrow%40unt.edu%7Cf5922acf16c847d609bb08d95b7c3ee0%7C70de199207c6480fa318a1afcba03983%7C0%7C0%7C637641411465778240%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=5HZO7D21i5N9V9no6Y%2FiWWhE%2BIeE3xCPkLCTTeyuOsk%3D&reserved=0) ([https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fsymptoms-testing%2Fsymptoms.html&data=04%7C01%7CLauri.Morrow%40unt.edu%7Cf5922acf16c847d609bb08d95b7c3ee0%7C70de199207c6480fa318a1afcba03983%7C0%7C0%7C637641411465788226%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=EZ%2FLDed2Iw8BqwPBf9ya09neKFBckO2Yxf2Zg8yxUGw%3D&reserved=0)) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Team at COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure.

Late Work

Late work will be accepted only under extreme circumstances and must be approved by the professor. (e.g. death of a family member, personal illness, jury duty, military service, university-approved activities). Students should contact the professor immediately or in a timely manner according to the situation. All work turned in after the deadline will receive a grade of zero unless the student has an excused absence. Requests for accommodation weeks after deadlines have passed without official documentation or reasonable justification will result in a denial of the request.

Excused Absences The student is responsible for requesting an excused absence in writing, providing satisfactory evidence to the faculty member to substantiate excused absence and delivering the request personally to the faculty member assigned to the course for which the student will be absent.

1. When an absence is excused, I will provide a reasonable time after the absence for the student to complete an assignment or examination missed.
2. A student will not be penalized for an excused absence and will be allowed to take an examination or complete an assignment from which the student is excused within a reasonable period after the absence.
3. A student needing assistance verifying absences due to illness or extenuating circumstances for all courses should contact the Dean of Students office. The Dean of Students office will verify the student’s documentation and advocate on the student’s behalf, as appropriate, for excused absences.

### Examination Policy

Exams and quizzes will be taken on the dates assigned in the Course assignments calendar. Make-up for exams and quizzes will be permitted only under extreme circumstances (e.g. death of a family member, personal illness, jury duty, military service). Students should contact the professor immediately.

### Assignment Policy

All assignments are due on Friday at 11:59 pm. Each module will have activities to turn in for a grade. Entering the course through the module allows students to not miss activities. They can also check the calendar to see the due dates. Assignments will be submitted in Canvas in the assignment drop box. Assignments will not be accepted via email. Assignment instructions, topics and grading rubric will be provided in Canvas. Note that some of the assignments will be sent via Turnitin; the software that checks papers in their data bank to generate a plagiarism report.

In the event that UNT’s server is down, report the problem immediately by contacting the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and securing a problem ticket number. One way to avoid this issue is to turn in assignments early in the week instead of waiting to the last minute to send them in. If you experience other technical difficulties, contact the HelpDesk as well. The UNT Student Help Desk and I will work with the student to resolve any issues at the earliest possible time.

Class ParticipationI expect you to actively participate with your group in the weekly assignments and projects. Active participation means you must follow all guidelines and instructions outlined in each assignment, answer your groups messages, help to produce university level contributions, etc.

Syllabus Change PolicyIf the need to make changes to the syllabus arise, I will send a message via Announcements and I will post a revised syllabus.

### Student Issues with the Instructor

When a student has class-related issues with her/his instructor (e.g. appeal a grade, disagreement about attendance record, interpretation of a class assignment, assigned grades, etc.), she/he should follow these steps to reach a resolution:

1. The student may first talk directly to the department chair, Dr. Gabe Ignatow, about the issue (make an appointment with Dr. Ignatow by contacting Ms. Nancy Bouchard, Nancy.Bouchard@unt.edu), or talk with the respective instructor to resolve the issue.
2. If the issue is not resolved to the student’s satisfaction, then she/he should email a written description of the issue to Dr. Ignatow (gabe.ignatow@unt.edu). Dr. Ignatow will also solicit a written statement from the respective instructor.
3. Dr. Ignatow may meet individually with the student and instructor to resolve the issue
4. If the student is not satisfied with the resolution, she/he should contact the Executive Dean of the College of Liberal Arts & Social Sciences to discuss this issue.

### Grade Appeal Policy

Students should try to resolve the grievance with the instructor. If that does not work, the student can initiate a grade appeal with the instructor based on one of these three grounds:

1. Grade was based on unfair treatment.
2. Instructor departed from standards set out in the course syllabus without a rational academic reason, or
3. An error was made in calculating the grade, including failure to factor an assignment, project, quiz, or examination.

Note: if the student is alleging discrimination, the student must report this belief to the Office of Equal Opportunity.

### Academic Integrity Policy

The UNT Department of Spanish adheres to the University’s policy on Student Academic Integrity. For all pertinent assignments and assessments, the work must be the student’s work only (unless otherwise indicated by the course instructor) and should reflect the student’s level of proficiency. Students are prohibited from asking another person (i.e. a friend, tutor, or relative) to help them develop or compose a response (oral or written) in preparation for, or while completing, an assignment or assessment that will be graded and applied to the student’s final grade in the course. This includes, but is not limited to, receiving outside assistance with drafting, revising, editing, or developing the content and structure of a response to an assignment or assessment question without consent from the course instructor. Also, the use of translation technology (any digital translation tool or app) and ChatGPT is prohibited for all assignments and assessments. The usage of such devices will be considered academic misconduct. Information “cut and pasted” or otherwise copied from other sources and used as answers in assignments and assessments will be considered plagiarism. If a student has any doubts whatsoever as to what constitutes any form of scholastic dishonesty, they should consult with the course instructor before submitting their work.  Cheating, plagiarism, and other examples of academic misconduct defined by University Policy will result in a zero on the assignment or assessment in question and may be reported to the Dean of Students. For an explanation of the Academic Integrity Code, including information on definitions, reporting and investigations, and contesting an admonition or violation report, see: <https://deanofstudents.unt.edu/academic-integrity>

### On use of e-mail

Please use your official UNT Eagle Connect for all communication. This means that your instructor will only respond to e-mail sent by their students from a UNT Eagle Connect address. Likewise, your instructor will only send e-mail to your UNT Eagle Connect address. Information about Eagle Connect can be found at the following Web address: <http://eagleconnect.unt.edu/>.

### On student behavior during the course

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the course and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr).

A note on protocol: If you have a problem with anything related to your course (textbook, instructor, testing, etc.), it is your responsibility to discuss the problem first with your instructor. Most problems or misunderstandings can be dealt with effectively and efficiently if the people most directly involved can discuss the problem and communicate honestly with each other.

## UNT Policies

### Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. **Cheating, plagiarism, and other examples of academic misconduct defined by University Policy will result in a zero on the assignment or assessment in question and may be reported to the Dean of Students.**

ODA Policy
UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students may request accommodations at any time; however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the [ODA website](https://disability.unt.edu/) (<https://disability.unt.edu/>).

### Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

### Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

### Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student’s records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University’s policy. See UNT Policy 10.10, Records Management and Retention for additional information.

### Access to Information - Eagle Connect

Students’ access point for business and academic services at UNT is located at: [my.unt.edu](https://my.unt.edu/). All official communication from the University will be delivered to a student’s Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail [Eagle Connect](https://it.unt.edu/eagleconnect) (https://it.unt.edu/eagleconnect).

### Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" ([no-reply@iasystem.org](file:///C%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5Cno-reply%40iasystem.org)) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey, they will receive a confirmation email that the survey has been submitted. For additional information, please visit the [SPOT website](http://spot.unt.edu/) (http://spot.unt.edu/) or email [spot@unt.edu](file:///C%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5Cspot%40unt.edu).

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT’s Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

### Survivor Advocacy

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-5652648.

Important Notice for F-1 Students taking Distance Education Courses

**Federal Regulation**

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website. The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

**University of North Texas Compliance**

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses. See UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses.

Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student’s permission unless all of the following criteria are met:

* The work is used only once.
* The work is not used in its entirety.

• Use of the work does not affect any potential profits from the work. • The student is not identified.
• The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student’s written permission.

Download the UNT System Permission, Waiver and Release Form

**Transmission and Recording of Student Images in Electronically Delivered Courses**

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.
2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.
3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.

## Academic Support & Student Services

### Student Support Services

#### Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

* [Student Health and Wellness Center](https://studentaffairs.unt.edu/student-health-and-wellness-center) (https://studentaffairs.unt.edu/student-health-and-wellness-center)
* [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
* [UNT Care Team](https://studentaffairs.unt.edu/care) (https://studentaffairs.unt.edu/care)
* [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry) (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
* [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling) (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

#### Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

* [UNT Records](https://registrar.unt.edu/transcripts-and-records/update-your-personal-information)
* [UNT ID Card](https://sfs.unt.edu/idcards)
* [UNT Email Address](https://sso.unt.edu/idp/profile/SAML2/Redirect/SSO;jsessionid=E4DCA43DF85E3B74B3E496CAB99D8FC6?execution=e1s1)
* [Legal Name](https://studentaffairs.unt.edu/student-legal-services)

*\*UNT EUIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

#### Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don’t assume someone’s name, we should also ask and not assume someone’s pronouns.

You can [add your pronouns to your Canvas account](https://community.canvaslms.com/docs/DOC-18406-42121184808) so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

* [What are pronouns and why are they important?](https://www.mypronouns.org/what-and-why)
* [How do I use pronouns?](https://www.mypronouns.org/how)
* [How do I share my pronouns?](https://www.mypronouns.org/sharing)
* [How do I ask for another person’s pronouns?](https://www.mypronouns.org/asking)
* [How do I correct myself or others when the wrong pronoun is used?](https://www.mypronouns.org/mistakes)

#### Additional Student Support Services

* [Registrar](file:///C%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5CRegistrar) (https://registrar.unt.edu/registration)
* [Financial Aid](https://financialaid.unt.edu/) (https://financialaid.unt.edu/)
* [Student Legal Services](https://studentaffairs.unt.edu/student-legal-services) (https://studentaffairs.unt.edu/student-legal-services)
* [Career Center](https://studentaffairs.unt.edu/career-center) (https://studentaffairs.unt.edu/career-center)
* [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
* [Pride Alliance](https://edo.unt.edu/pridealliance) (https://edo.unt.edu/pridealliance)
* [UNT Food Pantry](https://deanofstudents.unt.edu/resources/food-pantry) (https://deanofstudents.unt.edu/resources/food-pantry)

### Academic Support Services

* [Academic Resource Center](https://clear.unt.edu/canvas/student-resources) (https://clear.unt.edu/canvas/student-resources)
* [Academic Success Center](https://success.unt.edu/asc) (https://success.unt.edu/asc)
* [UNT Libraries](https://library.unt.edu/) (https://library.unt.edu/)
* [Writing Lab](http://writingcenter.unt.edu/) (<http://writingcenter.unt.edu/>)

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| **Semana** | **Tema principal** | **Tareas/Asignaturas** |
| Semana 121-25 de agosto  | Introducción al cursoTrasfondo histórico Traducción vs. interpretación  | Leer el programa (syllabus)**Foro 1:** Video de presentación (introductions) Cash, Murray p. 9-11, 147-149Tarea semanal |
| Semana 228 de agosto 1- de septiembre | Cap 1 p. 14-22 Translation as process Estructura superficial, estructura subyacente \**Child 4*Segmentación del texto Idiomatic expressions and *modismos* Técnicas de traducción *Child p.26**Lecturas asociadas (handouts) tbd* | Canvas Groups Tarea semanal Traducción individual 1 |
| Semana 35-8 de septiembreLabor Day (festivo) 4 de septiembre  | Cronología de la traducción: La BibliaChild, 17-23Cap. 2 p.23-33La traducción literal Translation as product. What are we translating? Theories and approaches Problems in translation *Lecturas asociadas (handouts) tbd* | ***Pruebita 1***Grupos decididos Traducción individual 2*Foro 2 Topic TBA* |
| **Semana 4**12-14 de septiembre  | Cap. 3 p. 35-41/ Child, 25-Lexis and syntax Limitations, uses and abuses of the bilingual dictionary.Online translation Translation and Culture Cronología de traducción: griegos y romanos (Child 4)*Lecturas asociadas (handouts) tbd* | ***Grupos-primer colaboración*** (traducciones comparadas) Ejercicios p.26 *Pruebita 2* Trabajo en grupo 1 (39-40)Reflexión 1 |
| **Semana 5****19-21 de septiembre** | Cap. 4 p. 44-50Child 33-35Cronología de la traducción en EspañaModismos y cognados falsos Técnicas de adición y omisión *Child 5 p. 33-34 (España medieval)**Lecturas asociadas (handouts) tbd* | Peer review and revisionC,M 43-50 Traducción en grupo: p. 50 *Pruebita 3**Foro 3*  |
| **Semana 6****26-28 de septiembre** |  Cap. 5 p. 51-64Preposiciones y adverbios Traducción asistidaPréstamos*Lecturas asociadas (handouts) tbd* | *Pruebita 4*Reflexión 2Ejercicio en grupos / traducciones  |
| **Semana 7****3-5 de octubre** | Midterm exam; Ch 6 La teoría de comunicación *(Child 5 34-37),* calco  |  |
| **Semana 8****10-12 de octubre** | Cap. 7Tercera lenguaEl mapa semántico  | *Foro 4**Pruebita 5* |
| **Semana 9****17-19 de octubre** | Cap. 8 p. 89-98Registro/estilo, proceso y producto *(Child 41-43, 50-52) Translation process vs. producto**Lecturas asociadas (handouts) tbd* | Tarea semanalOtras asignaturas (tbd) |
| **Semana 10****24-26 de octubre**  | Cap 9 p. 99-109Morphology: What to do about the subjunctive? El subjuntivo en las cláusulas nominativasEl público destinatarioTransposición *Lecturas asociadas (handouts) tbd* | Pruebita 6**Foro 5**Tarea semanal |
| **Semana 11****31 de octubre-2 de noviembre** | Forma, contenido, significado*Anuncio de textos literarios para traducir en grupos* *Lecturas asociadas (handouts) tbd* | Reflexión 3 Subir un poema traducible en inglés o español |
| **Semana 12****7-9 de noviembre** | Cap 10 p. 111-120Economía, modulaciónSubjuntivo en las cláusulas adjetivales | Tarea semanal *Pruebita 7* |
| **Semana 13****14-16 de noviembre** | Cap 11 p. 121-132Lo intraducibleLa compensaciónEl subjuntivo en las cláusulas adverbiales  | *Foro 6**Pruebita 8*Turn in 5 jokes or riddles (3 in one language, 2 in the other)  |
|  | **Noviembre 19 – 26 Fall Break****No hay clases** |  |
| **Semana 14****28-30 de noviembre** |  Cap 12La interpretaciónTraducción intralingual, interlingualIntersemiótica, equivalencia *Lecturas asociadas (handouts) tbd* | Reflexión 4Video de traducciónEjercicio 142 |
| **Semana 15****5-7 de diciembre** |  Details TBD | English Translation video Foro de análisis (EC) |
| **Semana 16****11-14 de diciembre**  | Finales – Examen Final (Date TBD) |  |

*\*Cada semana habrá lecturas adicionales en las cuales los foros y reflexiones estarán basadas. Además, las pruebitas tendrán preguntas sobre este contenido. Más detalles por ser anunciados.*

*Note: A more detailed schedule of activities will be provided on Canvas.*