

# PROFESSIONAL BACHELOR STUDY PROGRAMME “TECHNICAL TRANSLATION”

## Main attributes

Title	Technical Translation
Identification code	HCT0
Education classification code	42222
Field of studies	Humanities
Level and type	Professional Bachelor Study
Higher education study field	Translation
Head of the study field	Larisa Iljinska
Department responsible	Faculty of E-Learning Technologies and Humanities
Head of the study programme	Larisa Iljinska
Professional classification code	2643 14
The type of study programme	Full time, Part time
Language	Latvian, English
Accreditation	12.06.2013 - 11.06.2019; Accreditation certificate No 131
Volume (credit points)	160.0
Duration of studies (years)	Full time studies - 4,0
Degree or/and qualification to be obtained	Professional Bachelor Degree in Technical Translation and the Qualification of Technical Translator - Desk Officer
Qualification level to be obtained	The 6th level of European Qualifications Framework (EQF) and Latvian Qualifications Framework (LQF); the 5th level of Latvian Professional Qualifications
Programme prerequisites	General Secondary Education or 4-year Vocational Secondary Education

## Description

Abstract	<p>RTU is the main centre of teaching and research in the field of engineering science in Latvia, and the RTU Institute of Applied Linguistics has appropriate technical and methodological base, and experienced teaching staff for training technical translators with both office and research work skills. The teaching-staff of the RTU Institute of Applied Linguistics have accumulated significant experience in teaching scientific and technical language, relevant terminology, as well as in improvement of technical text translation methodology.</p> <p>The Professional Bachelor Study programme “Technical Translation” provides training of technical translators in such fields as mechanical engineering, logistics, power engineering, material science, information technologies, telecommunications, civil engineering, architecture and town planning, engineering economics and other specialties.</p> <p>The conception of the study programme differs from similar translation study programmes in the Humanities. It has an additional emphasis on applied linguistics and covers activities which concern specific practical applications. Not only linguists, but also specialists in corresponding fields of technology as well as in patent rights and law, participate in the implementation of the study programme.</p> <p>The Professional Bachelor Study Programme “Technical Translation” has been developed on the basis of the Higher Professional Education Study Programme “Technical Translation” (programme code 42222, Certificate of Accreditation No 023-1201, valid from November, 2007 till December, 2013).</p> <p>The Professional Bachelor Study Programme “Technical Translation” was accredited for 6 years by the Accreditation Commission of the Ministry of Education and Science on 19 November, 2008.</p>
Aim	<ul style="list-style-type: none"> <li>•To train and educate translators whose knowledge would meet the contemporary demands and who would be able to work in state and municipal institutions of Latvia, as well as in private structures of the national economy in Latvia and in other countries and, after acquiring additional qualification, in institutions of the EU;</li> <li>•To maintain a study level that meets the international requirements and standards in training technical translators and ensures the graduates’ competitiveness on the labour market and good prospects for their future;</li> <li>•To implement an open and flexible study process which would provide the mastering of the theoretical basis of the chosen scientific-technical field, its specific terminology, as well as contemporary translators' skills and the latest information technologies;</li> <li>•To give the students professional qualification which would enable them to continue their academic or professional education both in Latvia and abroad, and develop their independence, etc.</li> </ul>

Tasks	<ul style="list-style-type: none"> <li>•To give students the necessary theoretical knowledge as well as the practical skills required in order to perform high-level translating and interpreting;</li> <li>•To improve students' foreign languages competence and make them master the terminology of the relevant branch of science or technology in English/ German – Latvian/ Russian or other languages of their choice;</li> <li>• To teach the art of preparing abstracts, theses, and summaries, to cultivate the skills of translating, interpreting and annotating both spoken and written texts in different situations, i.e., comprehend the communicative situation and context;</li> <li>•To offer students a possibility to upgrade knowledge of the latest tendencies in translation by visiting lectures/seminars/workshops held by invited visiting professors;</li> <li>•To develop students' logical and critical thinking, enhance their creative and cognitive skills that might promote students' further personal and professional growth;</li> <li>•To perfect learning strategies and skills of independent work, to assess their performance critically;</li> <li>•To give students a possibility to master the fundamentals of legislation and commerce in Latvia and the European Union, professional terminology and record management, presentation skills, the skills of chairing the meetings or other activities including the art of negotiating;</li> <li>•To change the content of the programme and teaching methods in due time, thus reacting to the changes on the translation labour market and beyond it.</li> </ul>
Learning outcomes	<ul style="list-style-type: none"> <li>• Able to justify the topicality of their theoretical research.</li> <li>• Able to select and interpret relevant theoretical information.</li> <li>• Able to apply the theoretical statements in developing the practical part of the Bachelor Paper</li> <li>• Able to read analytically and translate at a professional level informative, narrative, descriptive, evaluative etc. texts in the special field of various complexity level from English into Latvian/Russian and backwards for various target readers;</li> <li>• Able to translate the source text in compliance with PS 2643 10 requirements.</li> <li>• Able to validate publicly the results of their work in the foreign language.</li> <li>• Able to improve the knowledge of fundamentals of record management and demonstrate administrative skills and business communication norms.</li> <li>• Able to demonstrate excellent knowledge of written and oral Latvian, Russian and English.</li> <li>• Able to work with computer and use contemporary versions of software: MS Word, MS Excel, Internet Explorer, Acrobat Reader etc. - Student intern is able to use various software managing, translating, editing and printing documents and correspondence;</li> <li>• Able to identify and solve translation problems translating the ST, taking into consideration theoretical knowledge, i.e. strategy developed and the method selected;</li> <li>• Able to consciously use terminology of various special fields;</li> <li>• Able to consecutively translate fluently and accurately intermediate and advanced texts in various fields from English into Latvian/Russian and vice versa;</li> <li>• Able to identify key words in a translated oral text and use basic note taking techniques;</li> <li>• Able to purposefully select and use reference literature and additional reference sources necessary for translation of different text types (dictionaries, Internet, etc.);</li> <li>• Able to identify stylistic, semantic, grammatical and textual features of texts and practically apply different translation theory methods, translating intermediate and advanced texts. min.);</li> <li>• Able to identify and select purposefully features, forms and structures of scientific and popular scientific style.</li> <li>• Able to formulate the aims and tasks of the scientific paper, providing logical basis for the framework of the work and selecting relevant principles of work layout;</li> <li>• Able to analyze the source and the target text as the end result taking into consideration translation strategy and methods.</li> </ul>
Final/state examination procedure, assessment	<p>Completing the study programme with the qualification of a translator, students develop the Bachelor Paper amounting to 12 credit points. The Bachelor Paper consists of two parts: theoretical analysis and translation of an original technical text. "Regulation on Developing and Defending the Bachelor Paper" defines its content, subject, volume, supervisor, reviewing and defence procedures. A list of possible Bachelor Paper themes is approved at a meeting of the Council of the Institute of Applied Linguistics. Students develop their Bachelor Papers independently during the last semester of their studies consulting both the supervisor and an expert in the respective field.</p> <p>Bachelor Paper contains a written translation of a professional original text from English/German into Latvian/Russian, amounting to 70, 000 printed signs (60 pages) in any RTU study profile. The theoretical part includes the detailed analysis of the translation based on a certain translation theory (30 pages).</p>
Description of the future employment	<p>The value of the Professional Bachelor Study Programme "Technical Translation" is defined by a great demand for specialists of this profile on the labour market of Latvia. Translators are needed in translation bureaus, enterprises (joint ventures in particular), foreign projects in Latvia, state and municipal establishments and other institutions where knowledge of foreign languages, basics of engineering, creative approach to work, presentation and translation skills are necessary. All the above mentioned skills are integrated within the framework of the presented programme. Due to the Professional Bachelor Study Programme "Technical Translation", professional teaching of foreign languages, synthesis of skills and abilities, and integration according to requirements of the European Union institutions and labour market are implemented.</p>
Special enrollment requirements	<p>To start professional Bachelor studies in the programme "Technical Translation" the applicant needs to have a general secondary education. When students are enrolled in the programme their grades at the centralized examinations in English/ German and Latvian are taken into consideration. 70 per cent of the results of the centralized examination in a foreign language (English / German) and 30 per cent of the results of the centralized examination in the official state language constitute the fin</p>
Opportunity to continue studies	<p>Having completed Professional Bachelor Studies, one can continue the education in the Professional Master Programme "Technical Translation" or some other academic or professional Master programme.</p>