



Course Specification

(Bachelor)

Course Title: **Introduction to Translation**

Course Code: **230-TRA-3**

Program: **BA in Translation**

Department: **Translation**

College: **Languages and Translation**

Institution: **Najran University**

Version: **2024**

Last Revision Date: **15/4/2026**



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A. General information about the course:

1. Course Identification

1. Credit hours: (...3.....)

2. Course type

A. ☐ University ☐ College ☒ Department ☐ Track ☐ Others
B. ☒ Required ☐ Elective

3. Level/year at which this course is offered: (4/ 3rd year)

4. Course general Description:

This course introduces students to the basic principles of translation. It provides them with a solid foundation to develop their skills in translating short general texts between Arabic and English and to reflect on translation in its social context. As a course for beginners, it focuses more on translation from English into Arabic as necessary requirement before translating longer texts in advanced levels. Special emphasis is placed on translation methodology, linguistic and cultural challenges in translation and methods to deal with them.

5. Pre-requirements for this course (if any):

None

6. Co-requisites for this course (if any):

None

7. Course Main Objective(s):

This course aims to:

1. Enable students to recognize various methods and techniques of translation.
2. Describe important aspects of translation and translating.
3. Apply the basic principles and methods of translation from English into Arabic and vice versa.
4. Demonstrate an understanding of the English writing, editing, and proofreading skills necessary to produce clear and polished translations.

2. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	45	100%
2	E-learning		





No	Mode of Instruction	Contact Hours	Percentage
3	Hybrid - Traditional classroom - E-learning		
4	Distance learning		

3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	Lectures	45
2.	Laboratory/Studio	
3.	Field	
4.	Tutorial	
5.	Others (specify)	
Total		45

B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of PLOs aligned with program	Teaching Strategies	Assessment Methods
1.0	Knowledge and understanding			
1.1	Identify basic concepts, principles and skills related to translation.	K2	1. Lectures 2. Class discussion 3. Midterm and Final exams, quizzes, assignments	1. Lectures 2. Class discussion 3. Midterm and Final exams, quizzes, assignments
1.2	Identify tools and documentary resources needed for translation purposes.	K2	1. Lectures 2. Class discussion 3. Midterm and Final exams, quizzes, assignments	1. Lectures 2. Class discussion 3. Midterm and Final exams, quizzes, assignments
1.3				





Code	Course Learning Outcomes	Code of PLOs aligned with program	Teaching Strategies	Assessment Methods
2.0	Skills			
2.1	Translate sentences and short texts from English into Arabic	S3	1. Lectures 2. Class discussion 3. Midterm and Final exams, quizzes, assignments	1. Lectures 2. Class discussion 3. Midterm and Final exams, quizzes, assignments
2.2	Translate sentences and short texts from Arabic into English	S3	1. Lectures 2. Class discussion 3. Midterm and Final exams, quizzes, assignments	1. Lectures 2. Class discussion 3. Midterm and Final exams, quizzes, assignments
...				
3.0	Values, autonomy, and responsibility			
3.1	Bear responsibility for self-study and self-improvement.	V1	Self-learning strategies	Observation card
3.2	Show self-confidence during the activities and tasks assigned.	V2	Self-learning strategies	Observation card
3.3	Have ethics of translation professions.	V3	Self-learning strategies	Observation card

C. Course Content

No	List of Topics	Contact Hours
1.	What is Translation? - Defining translation - Basic terms used in Translation Studies - ST, TT, SL, TL - Text & Context - Author & Audience - Translation Problems - Translation Techniques - Equivalence What is Interpreting? - Major Types of Interpreting	6





	▪ Simultaneous ▪ Consecutive ▪ Conference interpreting ▪ Chuchotage interpreting ▪ Liaison interpreting ▪ Sight translation Why do we need translation? ▪ Translation, Society & Culture ▪ Translation & Knowledge Transfer ▪ Translation & Media	
2.	Translation Methodology • Source text comprehension ○ Text Types ○ Register ○ Pre-translation Analysis (Translation brief) • Target text production ○ Translation Unit ○ Translation techniques • Translation revision: introduction to basic concepts of Translation quality Assessment	6
3	Translator's tools • Types of dictionaries & references • Basic documentary research • Machine Translation: advantages & disadvantages	6
4	Translation Workshops (English >Arabic)	14
5	Translation Workshops (English >Arabic)	13
Total		45

D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Assignments & Quizzes	7	%20
2.	Midterm Exam	11	%30
3.	Final Exam	16	%50

*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.).



E. Learning Resources and Facilities

1. References and Learning Resources

Essential References	Ghazala, Hasan. (2006) <i>Translation as Problems and Solutions</i>. Egypt: Al-Hilal Library. Elewa, Abdelhamid. (2020). <i>Levels of Translation</i>. KSA: Almawsouaa House for Publishing & Distribution.
Supportive References	1. Shyab, Said. <i>A Textbook of Translation: Theoretical and Practical Implications</i>. Belgium: Garant Publisher. 2006. 2. House, J. (2018). <i>Translation: The Basics</i>. London: Routledge. 2. Vinay, Jean-Paul & Darbelnet, Jean (2000). 'A Methodology for Translation'. Translated by J. C. Sager and M. J. Hamel, in L. Venuti (ed.), <i>The Translation Studies Reader</i>. London and New York: Routledge. 3. Baker, M. (2018) <i>In Other Words: A Course Book on Translation</i>. London and New York: Routledge.
Electronic Materials	
Other Learning Materials	

2. Required Facilities and equipment

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Classroom equipped with projector & internet connection
Technology equipment (projector, smart board, software)	
Other equipment (depending on the nature of the specialty)	

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	Students	Indirect
Effectiveness of Students assessment	Effectiveness of students assessment	Direct
Quality of learning resources	Peer review	Direct
The extent to which CLOs have been achieved	Students	Indirect
Other		

Assessors (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify))

Assessment Methods (Direct, Indirect)

G. Specification Approval

COUNCIL /COMMITTEE	TRANSLATION DEPT. COUNCIL
REFERENCE NO.	17/2026
DATE	18/4/2026

