



SCHOOL OF
TRANSLATION

2015-2016



GLENDON

YORK 
UNIVERSITÉ
UNIVERSITY



SCHOOL OF TRANSLATION

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Website of the Undergraduate Program:
www.glendon.yorku.ca/translation

Website of the Graduate Program: www.yorku.ca/trans
E-mail of the Graduate Program: matrans@glendon.yorku.ca

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ABOUT OUR PROGRAM

Welcome to the School of Translation at Glendon, *the place to be trained for the language professions.*

At the undergraduate level the School offers an Honours BA in French/English Translation and an Honours BA in English/Spanish Translation. Also available to Translation students are the Certificate in Technical & Professional Communication (in English), the *Certificat en rédaction professionnelle* (in French) and the Certificate in English/Spanish Translation. The School also houses two graduate programs: the MA in Translation Studies and the Master in Conference Interpreting (MCI).

Our faculty members are dedicated to the intellectual growth and well-being of their students, taking their training as translators, interpreters and researchers at heart. They will help you discover how thought, cultures, and languages are linked, and how translation and interpretation help in crossing language and cultural barriers in all walks of life. Whether you are a student looking for a path to a profession or a professional who wants to acquire a new set of skills or understand the intellectual underpinnings of what you do, the School of Translation is the ideal place to study.

We look forward to meeting you at Glendon in the very near future!



OUR FACULTY

FACULTY

Marie-Christine Aubin

Sylvie Clamageran

Andrew Clifford

María Constanza Guzmán

Lyse Hébert

Aurelia Klimkiewicz

Qjinti Oblitas

Candace Séguinot

Emma Zhang

SENIOR SCHOLARS

Alain Baudot

Rosalind Gill

Christine Klein-Lataud

In addition, the School of Translation has a large part-time teaching staff including professional translators, revisers and technical writers.

PROGRAM ASSISTANT

Fiona Leal

GRADUATE PROGRAM ASSISTANT

Jacqueline Angoh



WHY STUDY TRANSLATION?

Professional training in translation opens the door to jobs and equips you to stay on top of changes in markets and technology. It's a growing field. In fact, the federal government expects the need for translators in Canada to rise between 15 to 25% a year for the next few years.

People already in the field know that education is the key to building new skills, and a degree in translation is often a requirement for work in the public and private sector. Translation is also an ideal profession for people thinking of using their language skills to switch careers or people who want the flexibility to go to work or work from home.

If this is new to you, translators take material written in one language and produce the most appropriate version in another language. Professional training teaches you how to decipher the intended meaning in specialized as well as general texts and how to choose the appropriate style and vocabulary. You'll also learn where to find the best resources for translation and how to store as well as access terminology. Today's translator works with a variety of electronic tools which are all used and taught at Glendon.

Graduates can work for federal and provincial levels of government, international organizations, including the United Nations, publishing houses, in medical, pharmaceutical, and technical industries, in marketing... or even open their own agencies. You can become a technical or professional writer and work with multimedia or website development, or work as a terminologist in the public or private sector.

Translation can be a great choice of profession for someone who:

- is self-reliant
- is creative
- has excellent language skills

TRANSLATION AND INTERPRETATION: HOW ARE THEY DIFFERENT?

Both translators and interpreters work with languages, yet translators work with written texts whereas interpreters work with oral material. Both need

to have an excellent command of the languages they work with, though the context of use of their skills is very different.

Most translators work at a computer, researching terms and content in order to produce a faithful, well-written text that respects the tone, length and style of the source document. Interpreters mostly work wherever a conference or a meeting is taking place. In some places, a special booth accommodates the interpreters who say in the target language what they hear in the source language. In such cases, they may speak into a microphone and be heard only through earphones by the people in the audience who do not understand the source language.

Translators may work from home or at an office. Interpreters may work in a conference hall or in such institutions as hospitals (medical interpreters), courts (legal interpreters), and so on.

Working interpreters need to react fast to their work environment and need to research terminology and content well before they actually need it. Translators can take more time to choose whatever term they believe is the best for the text they are working with.

So while both translators and interpreters share the need to have well-developed language skills, the particulars of their work are different enough that each type of professional requires a specific training program.

TRANSLATION AND INTERPRETATION AT GLENDON

Our programs are housed in the School of Translation, an internationally respected centre for language studies set on a fully bilingual campus in the heart of Toronto, the cultural and commercial centre of Canada.

Professional translators typically translate from a second language into their first or most proficient language. If English is your first language or one of your most proficient languages, then you will be placed in our "anglophone" program and trained to translate from French into English. Students whose first or stronger language is French will follow our "francophone" program, translating from English to French. The information provided in the English version of this book refers to the anglophone program.

WHAT MAKES THE SCHOOL OF TRANSLATION SPECIAL?

We offer professional training in a strong liberal arts program on a bilingual campus. There are lots of options: you can combine a major in translation with a minor in another discipline and take several Certificates either with a BA or on their own. We prepare you for careers in translation and communication and for graduate work. And there are opportunities for study abroad and for work experience through internships and mentoring programs.

PROGRAMS

The School of Translation offers the following programs:

- Honours BA in French/English or English/French Translation
- Honours iBA (International) in French/English or English/French Translation (Bilingual or Trilingual)
- Accelerated Honours BA in French/English or English/French Translation (a second degree)
- Accelerated Honours BA in Spanish/English or English/Spanish Translation (a second degree)
- MA in Translation Studies
- Master of Conference Interpreting
- Certificate in Technical & Professional Communication
- Certificate in Spanish/English or English/Spanish Translation (with Hispanic Studies)
- *Certificat de rédaction professionnelle* (with French Studies)

ADMISSION REQUIREMENTS

For the Honours BA in Translation, and the iBA in Translation, all applicants to the School of Translation must have completed a minimum of one year of university or the equivalent. For more information, please visit:

<http://www.glendon.yorku.ca/translation/requirements.php>

Students who want to study Translation but do not have the prerequisite year should apply to Glendon so that their first year of study prepares them well for passing the entrance examination.

The international BA (iBA) includes courses that should be taken in the first year of university. Students interested in this option should be sure to ask the Office of Academic Services for advice about their choice of courses. For more information, please visit:

<http://www.glendon.yorku.ca/myglendon/osp/iba.html>

All applicants must pass an entrance examination.

The examination tests the ability to read and write in English and in French. No prior knowledge of translation is expected. To register for the examination, which can be accessed online, contact the School of Translation:

translation@glendon.yorku.ca

As with all Honours programs, students will need to have a minimum of C+ average to enter and to remain in the program.

HOW TO APPLY

All applicants will need to contact the School of Translation to arrange to take the exam. Most applicants will need to apply to the University through the Ontario Universities' Application Centre at www.ouac.on.ca. Current York students will be able to change their major once they are accepted. York graduates apply through the Office of Admissions at York. Go to York's website www.yorku.ca and click on Future Students.

COURSE LISTINGS & DESCRIPTIONS

NOTE: Courses with the Translation (TRAN) prefix are reserved for students majoring in Translation or enrolled in one of the Certificates offered through the School of Translation.

GL/TRAN 2210 3.0 (EN) INTRODUCTION TO TRANSLATION INTO ENGLISH I

This course introduces students to the tools, principles, and methods used in translation, from both a practical and theoretical perspective. Individual and group exercises and assignments help students acquire both basic skills and an understanding of the translation process.

GL/TRAN 2220 3.0 (EN) INTRODUCTION TO TRANSLATION INTO ENGLISH II

Students build on their understanding of translation in specialized fields. They continue to acquire specialized translation strategies. They increase and apply their knowledge of research tools and resources, learn techniques for resolving translation problems, and practice appropriate English usage.

GL/TRAN 2250 3.0 (EN) COMPARATIVE STYLISTICS—ENGLISH AND FRENCH

Students will learn to avoid common errors arising from the differences in the structure and stylistics of English and French, access appropriate references, and explain their choices using the terminology of the field.

GL/TRAN 3210 3.0 (EN) TRANSLATION OF SPECIALIZED TEXTS INTO ENGLISH I

Introduction to translation in a specialized area. Students acquire strategies for handling specialized translations from French to English. They increase and apply their knowledge of research tools and resources, learn techniques for resolving translation problems, and practice appropriate English usage.

GL/TRAN 3220 4.0 (EN) TRANSLATION OF SPECIALIZED TEXTS INTO ENGLISH II

Students build on their understanding of translation strategies. Knowledge in chosen field is expanded by reading specialized texts and participating in discussions. Texts will vary in their genre, register and complexity. *Prerequisite: TRAN 3210*

GL/TRAN 3260 .0 (EN) DOCUMENTATION

Introduction to research methods and to print and electronic documentary resources. Through lectures, seminars and practical work, students learn how and under what circumstances to use the various resources. They are also introduced to the intricacies of bibliographic citations.

GL/TRAN 3260 3.0 (ES) DOCUMENTACIÓN

El curso brinda una introducción práctica a la documentación y sus aplicaciones en traducción y terminología. Se presentan sistemas de clasificación y tipos de documentación en relación con estructuras conceptuales y se investiga a partir de diversos medios y recursos.

GL/TRAN 3270 3.0 (EN) THEORY OF TRANSLATION

This course asks students to reflect critically on translation and its key concepts, and to begin to engage in research. They are introduced to the various schools of thought that have shaped Translation Studies since the second half of the 20th century.

GL/TRAN 3270 3.0 (ES) TEORÍA DE LA TRADUCCIÓN

En este curso se exploran diversas perspectivas teóricas en el campo de la Traductología a partir de enfoques históricos, lingüísticos, y filosóficos, y se presentan textos de autores importantes dentro de la tradición de la Traductología occidental.

GL/TRAN 3310 3.0 (EN) PROBLEMS IN PROFESSIONAL WRITING

Students will learn to problem-solve through writing, the essence of good professional communication. They will learn to select information for a given audience and choose effective language for the needs of government, business, and industry.

GL/TRAN 3500 3.0 (EN) ONSITE PROFESSIONAL INTERNSHIP

Elective course. Students spend the equivalent of four weeks full-time working in a translation firm or unit. Their work is supervised by a professional translator and evaluated by a member of the translation faculty. *Prerequisite: GL/TRAN 3260, GL/TRAN 4370 and permission from the School of Translation.*

GL/TRAN 4100 3.0 (EN) & TRAN 4100 (6.0) (EN) INDIVIDUAL STUDY

Students will do independent work involving an agreed-upon number of written assignments for a member of the School of Translation who has agreed to direct the study. The student will submit a detailed account of the work to be undertaken to the Director of the School before permission will be granted.

GL/TRAN 4225 3.0 (EN) TRADUCTION DE TEXTES GÉNÉRAUX VERS LE FRANÇAIS

Initiation à la traduction de l'anglais vers le français. Par le biais de textes variés et de complexité croissante, les étudiants approfondiront leurs connaissances de la langue seconde et se familiariseront avec les normes de traduction en français.

GL/TRAN 4230 3.0 (EN) TRADUCTION DE TEXTES SPÉCIALISÉS

Approfondissement des méthodes de traduction de l'anglais vers le français dans des domaines variés. Les étudiants acquièrent des connaissances thématiques, développent des stratégies de recherche terminologique et perfectionnent leurs compétences rédactionnelles en français. *Prerequisite: TRAN 4225*

GL/TRAN 4250 3.0 (EN) TECHNIQUES OF TEXTUAL REVISION

Through this course students learn to analyse texts from the perspectives of communication theory, discourse and revision practice. The course will also help students hone their advanced communication and revision skills. *Prerequisite: TRAN 4210*

GL/TRAN 4310 3.0 (EN) TECHNIQUES IN BUSINESS AND TECHNICAL WRITING I

Builds on the skills learned in TRAN 3310. Students learn to direct their writing to a given audience, to begin to work with layout and design of documents, and develop the skills required by team and project writing. *Prerequisite: TRAN 3310*

GL/TRAN 4320 3.0 (EN) TECHNIQUES IN BUSINESS AND TECHNICAL WRITING II

Students will develop the analytic, writing, and documentation skills needed to produce software user manuals, reference guides, tutorials, online and hypertext information. They will learn to work in a team-based production environment on real software documentation problems. *Prerequisite: TRAN 4310*

GL/TRAN 4330 3.0 (EN) DOCUMENTATION IN BUSINESS AND INDUSTRY

Course open to students majoring in translation and to students registered in the Certificate Program in Technical & Professional Communication. Students will learn the requirements for online documentation from a theoretical and research perspective and will develop project management skills. *Prerequisite: TRAN 4320*

GL/TRAN 4370 3.0 (EN) TERMINOLOGY

Introduction to the tools, principles and methods for researching and managing terminology. Students analyze terminological concepts through research. They learn about standards and best practices, and how to apply terminology to the modern translation process. *Prerequisite: TRAN 3260*

GL/TRAN 4370 3.0 (ES) TERMINOLOGÍA

Introducción teórico-práctica a la terminología y sus aplicaciones para la tarea del traductor. Se estudia desde una perspectiva comparada y se aprenden a analizar y utilizar bases de datos y recursos y herramientas electrónicas para la gestión terminológica. *Prerequisite:* TRAN 3260 3.0

GL/TRAN 4500 3.0 (FR) (EN) ONLINE PROFESSIONAL INTERNSHIP

Elective course. Distance-learning Internship with a translation unit approved by the School of Translation. Students are supervised by a professional reviser and translate 700 words per week. Their work is marked by a professor from the School of Translation. *Prerequisites:* GL/TRAN 3260 3.00, GL/TRAN 4370 3.00 and permission from the School of Translation

GL/TRAN 4510 3.0 (EN) ADVANCED TRANSLATION / PROJECT MANAGEMENT

Under the supervision of a course director, students undertake a large-scale translation project, either individually or as a group, applying advanced documentation, self-revision, revision and quality control techniques. They also apply project management practices used in the translation industry. *Prerequisites:* GL/TRAN 3260 3.00, GL/TRAN 4370 3.00 and GL/TRAN 3210 3.00. *Corequisites:* GL/TRAN 3220 3.00 or GL/TRAN 4210 3.00

GL/TRAN 4525 3.0 (EN) TRANSLATION AND LOCALIZATION TOOLS

In this course students are acquainted with the main tools used to facilitate translation and localization. We will assess their usefulness as well as methods of integrating local cultures through localizing software and multimedia products. *Prerequisite:* Completion of the first two years of the translation program.

GL/EN 1602 6.0 (EN) THE LITERARY TEXT: GENRES AND APPROACHES

A study of the special characteristics and functions of literary texts. Examples of several literary genres are examined and students have the opportunity to develop their abilities to read and interpret, to discuss and write about literature in English.

GL/TRAN/HUMA 4636 3.0 (EN) HISTORY, SOCIETY & TRANSLATION I

The historical evolution of Western civilization is explored from the dawn of writing to the Roman Empire from a cross-cultural perspective, with special emphasis on societies and languages in contact, and the dissemination of knowledge and cultural exchange through translation. *Course credit exclusion:* GL/HUMA 3455 6.00

GL/TRAN/HUMA 4638 3.0 (EN) HISTORY, SOCIETY & TRANSLATION II

The evolution of Western civilization is explored from early Christianity to the Industrial Revolution from a cross-cultural perspective, with special emphasis on societies and languages in contact, and the dissemination of knowledge and cultural exchange through translation. *Course credit exclusion:* GL/HUMA 3455 6.00

ACCELERATED HONOURS BA IN SPANISH/ENGLISH OR ENGLISH/SPANISH TRANSLATION

NOTE: Graduates of the Certificate in Spanish-English Translation at Glendon will be granted credits towards this BA.

This program is created to address a growing need for Spanish-English translators in Canada, and offers high quality training and promising professional opportunities. **The Honours BA in Spanish/English or English/Spanish Translation** is designed as an advanced, second degree program, for graduates of a Hispanic Studies program who wish to receive professional training as translators between Spanish and English. For more information, please visit:

<http://www.glendon.yorku.ca/translation/accelerated-program-english-spanish/>

CERTIFICATE IN TECHNICAL & PROFESSIONAL COMMUNICATION

NOTE: This Certificate can be taken as part of a BA program or on its own. Applicants with previous academic credit in computer science or information technology may receive credit for those courses.

This program develops the communication skills that are needed in industry and the professions. The focus is on learning what helps and what interferes with communication, and on ways to transform information into words in a clear and compelling way. The Certificate prepares graduates to write and edit web pages, instructions, proposals, etc. and to analyse communication needs. Graduates will have the skills to work as technical and professional writers and act as language consultants.

This program is ideal for students or graduates who want to complement their liberal arts studies and for people thinking of switching careers or moving into management.

PROGRAM REQUIREMENTS

The program requires a total of 18 credits (six half course equivalents). Each course is a prerequisite for the next so that the program takes a total of two years of part-time study. The program includes:

- Three half courses in professional writing:

GL/TRAN 3310 3.0 Problems in Professional Writing
 GL/TRAN 4310 3.0 Techniques in Business and Technical Writing I
 GL/TRAN 4320 3.0 Techniques in Business and Technical Writing II

- One half course in documentation:

GL/TRAN 4330 3.0 (EN) Documentation in Business and Industry

- 6.0 credits in computer science

For more information, please visit: <http://www.glendon.yorku.ca/techwriting/>

CERTIFICATE IN SPANISH-ENGLISH/ ENGLISH-SPANISH TRANSLATION

In addition to the BA in Spanish/English or English/Spanish Translation, Glendon also offers the Certificate in Spanish/English or English/Spanish Translation.

The Certificate may be taken *concurrently*, in conjunction with a program of study leading to a BA, or *consecutively*, for holders of another university degree.

Graduates will acquire the skills to work as professional translators.

For information on that program please contact the Department of Hispanic Studies or visit:

www.glendon.yorku.ca/spcert-en/

CERTIFICAT EN RÉDACTION PROFESSIONNELLE

Le Département d'études françaises offre un Certificat en rédaction professionnelle qui peut constituer un complément de formation particulièrement pertinent pour les étudiants en traduction.

For more information, please contact redaction@glendon.yorku.ca

MASTER OF ARTS IN TRANSLATION STUDIES (MA)

The MA program is open to students with an Honours degree in Translation and students with an Honours degree in another discipline who have completed a preparatory program and achieved a B average. This preparatory program is designed to provide the basic knowledge of translation as a discipline and to equip students for graduate study in the area.

The MA program does not provide professional training. That is the role of the undergraduate program, including the accelerated BA. The MA is designed to help students who already hold an Honours BA in translation and professional translators in general to reflect on their practice and give them an opportunity to become familiar with the growing academic field of translation studies. In addition, students with an Honours BA in another discipline who satisfy the admissions requirements can combine their interest in languages with research from a translation perspective.

Information about the program, the test, and application procedures is available from the program office 416.487.6811, by e-mail: matrans@glendon.yorku.ca or on the website www.yorku.ca/trans/index2.php?p_id=22

PROGRAM OPTIONS

There are four options for completing the degree:

1. MA by Thesis: 4 half courses and thesis
2. MA by Research Paper: 6 half courses and research paper
3. MA by Course work: 8 half courses
4. Online MA: 8 half courses offered online

MASTER OF CONFERENCE INTERPRETING (MCI)

The Master of Conference Interpreting (MCI) at Glendon seeks to prepare a new generation of skilled and knowledgeable professionals for a rewarding career in this dynamic, fast-paced field.

The demand for qualified conference interpreters is at an all-time high, and is only expected to grow. It is a discipline that can take you from the boardrooms on Toronto's Bay Street, and the corridors of power in Ottawa to other important world cities beyond Canada's borders. It may lead to a rewarding career working for a national government or for an international organization, for example, or a lucrative one in the private sector. In addition, graduates of the MCI program may elect to enjoy the flexibility of a busy freelance career that this in-demand field readily affords.

For more information, please contact interpretation@glendon.yorku.ca or visit <http://www.glendon.yorku.ca/interpretation/>

STUDENT EXCHANGES

We highly recommend that anglophone students consider spending some time in a francophone environment here in Canada or abroad. For anyone doing the iBA, participation in a student exchange is a requirement. There are several possibilities:

- The School of Translation has a special exchange at ISTI (*Institut supérieur de traducteurs et interprètes*) in Brussels, Belgium, and one at ETI (*École de traducteurs et d'interprètes*) in Geneva (Switzerland).
- Glendon organizes several possibilities in France, as well as other countries.
- York International offers other opportunities. They also finance support for all the student exchanges.
- There are also exchange opportunities for Master's students.

The following site contains information about exchanges:
www.glendon.yorku.ca/myglendon/studentlife/generalinfo.html

The Office of Academic Programs can also help you.

FREQUENTLY ASKED QUESTIONS

I have a degree already and I don't know whether I want to do an MA or another BA. It seems like I've already spent a long time on the undergraduate level.

The BA prepares you for work as a translator. As long as you pass the English-French entrance exam for the School, we can design a first year program that fills the requirements of both the BA and the preparatory program for the MA. That way you can see what the courses are like and which you'd rather have, the professional or the research training.

Can a course be used to satisfy the requirements of my translation major and my Certificate?

Yes, even though a course can't be used to satisfy the requirements of a major and a minor, certificate courses can also count toward the major. That means that someone enrolled in the Certificate in Professional and Technical Communication may be able to apply those credits to a degree.

Where do I go to update my records, or if I have questions of an academic nature?

Please contact the Office of Academic Programs if you need to change your address, program, major, or if you have any questions regarding courses, academic deadlines, degree requirements, grades, or petitions.

I would like to take a course at another university and have it count for my degree here. What should I do?

If the course is required by the School of Translation you need to have the Chair of the School authorize the course. You will need to have him or her sign your Letter of Permission (LOP), which is available from the Office of Academic Programs.

ACADEMIC ADVISING & RESOURCES

Glendon's Office of Academic Services provides a range of registration and support services to students. This office is responsible for maintaining the integrity of student academic records and offers information on University and College rules and regulations, courses and registration, grade reporting and degree audit, graduation and transcripts, and academic advising. You will be able to obtain information on all academic matters from initial registration through to graduation.

ACADEMIC SERVICES

Room C102 York Hall 2275 Bayview Avenue Toronto, Ontario M4N 3M6, Canada

Telephone: 416.487.6715

Fax: 416.487.6813

Email: acadservices@glendon.yorku.ca

Website: www.glendon.yorku.ca/acadservices

QUICK LINKS

Undergraduate Calendar: <http://calendars.registrar.yorku.ca>

Lecture Schedule: <https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm>

Policies, Procedures and Regulations (incl. Academic Honesty):
<http://www.yorku.ca/secretariat/policies/index-policies.html>

