

Identification	Subject (code, title, credits)	TRN 440 Consecutive interpreting and note taking techniques 4KU/8ECTS
	Department	English Language and Literature Department
	Program (undergraduate, graduate)	Graduate Studies
	Term	Fall, 2023
	Instructor	Elvin ABBASBEYLI
	E-mail:	abbasbeyli@gmail.com
	Phone:	
	Classroom/hours	
	Office hours	
Prerequisites	Consecutive interpreting and note-taking, Introduction to simultaneous interpreting	
Language	English	
Compulsory/Elective	Compulsory	
Required textbooks and course materials	1. Robin Setton, Andrew Dawrant, Conference Interpreting – A Complete Course, John Benjamins, 2016 2. Andrew Gillies, Consecutive Interpreting A Short Course, Routledge, 2019 3. Andrew Gillies, Note-taking for Consecutive Interpreting A Short Course, Routledge, 2017 4. Andrew Gillies, Conference Interpreting A Student's Practice Book, Routledge, 2013 5. Internet resources	
Course outline	This course enables students to practice different modes of interpreting (consecutive and simultaneous interpreting of diversified texts (oral and written speeches), talks, etc. in both directions (Azerbaijani and English) and provide an overview of interpreting. The focus will be placed on acquiring various interpreting techniques and, as well as non-verbal factors that are of great importance in comprehension of the message transferred.	
Course objectives	This course aims at: 1. Enhancing students' ability in listening and speaking through interpreting; 2. Equipping students with the basic techniques in performing bilateral consecutive and simultaneous interpreting ;	

	3. Providing students with necessary skills to identify and apply necessary tasks to assess interpreting assignments; 4. Providing students with the opportunities to develop their note-taking and consecutive interpreting skills;		
Learning outcomes	Upon successful completion of the course, the students will be able to : 1. Discuss and apply various approaches to interpreting; 2. Develop skills such as listening, memory retention, note-taking etc. to perform consecutive interpreting; 3. Apply the techniques they have obtained to different interpreting situations; 4. Acquire strategies for handling challenges which can occur during interpreting;		
Teaching methods	Lecture		
	Group discussion		+
	Experiential exercise		+
	Case analysis		
	Simulation		
	Course paper		
	Others		+
Evaluation	Methods	Date/deadlines	Percentage (%)
	Midterm Exam		30
	Case studies		
	Attendance		5
	Activity		5
	Assignment and quizzes		10
	Project		15
	Presentation/Group Discussion		
	Final Exam		35
	Others		
	Total		100
Policy/assessment	<p>Attendance is required for the entire course for the student to receive credit. Partial attendance is considered as an absence and will affect the final grade. <u>25 percent</u> will result in a failure of the course.</p> <p>Activity: During each class, students will practice different types of interpreting (sight, consecutive, simultaneous). They will listen recorded texts and translate them by taking- notes. Though students are generally not allowed to use mobile phones in class, while interpreting, they can record their own voices so that the teacher together with them can check errors later and emphasize the strength of their translation. Also, mobile phones can be used to look up for a word in electronic dictionaries while working on the new vocabulary.</p> <p>For the project work, students will be asked to prepare consecutive</p>		

		interpretation of a speech in Azerbaijani on any significant latest events. The volume of the part to be interpreted should not be less than 5 minutes. For the quiz , students are supposed to interpret consecutively any part of the material randomly selected by the teacher in English. Deadline for submitting the projects will be defined later.	
Tentative Schedule			
Week	Date/Day (tentative)	Topics	Textbook/Assignments/Reading
1		Introduction: course structure and assessment. Introduction to interpreting: difference between two main modes of interpreting.	Four books indicated at the bibliography
2		Introduction to consecutive interpreting: required skills. Listening comprehension skills: general listening activities and active listening.	Four books indicated at the bibliography
3		Shared attention exercises. Short-term memory exercises.	Four books indicated at the bibliography
4		Long-term memory exercises. Recognizing and splitting ideas.	Four books indicated at the bibliography
5		Summarization exercises from A language to A language with short texts. Summarization exercises from B language to A language with short texts.	Four books indicated at the bibliography
6		Reformulation exercises from A language to A language with short texts. Reformulation exercises from B language to A language with short texts.	Four books indicated at the bibliography
7		Introduction to sight translation: required skills and strategies. Sight translation exercises from B language to A language.	Four books indicated at the bibliography

8		Midterm exam	
9		Introduction to note-taking: required skills and strategies. Note-taking exercises with small texts from A language into A language.	Four books indicated at the bibliography
10		Note-taking exercises with small texts from A language into A language. Note-taking exercises with small texts from B language into A language.	Four books indicated at the bibliography
11		Note-taking exercises with long texts from A language into A language. Note-taking exercises with long texts from B language into A language.	Four books indicated at the bibliography
12		Note-taking exercises with small texts from A language into B language. Meeting preparation: information research and terminological challenges.	Four books indicated at the bibliography
13		Introduction to simultaneous interpreting: required skills and strategies. Analysis, anticipation, decalage, queuing, self-monitoring, and salami strategies.	Four books indicated at the bibliography
14		Shadowing exercises from A language into A language. Preliminary interpreting practice in the booth: working from B language to A language.	Four books indicated at the bibliography
15		Shadowing exercises from B language into B language. Working with longer speeches in the booth: working from B language to A language.	Four books indicated at the bibliography
16		Final exam	