SJQU-QR-JW-013（A0）

**上 海 建 桥 学 院**

\_《英语翻译理论与实践》\_课程教案

周次 1 第 1 次课 学时 2 教案撰写人 

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| 课程单元名称 | Issues related to practical translation | |
| 本次授课目的与要求：  To help the students  1.to know the importance of understanding the text;  2.to analyze the underlying meaning expressed in both languages by various means of modification. | | |
| 教学设计思路：  First，lead the students to know the intercultural factors influencing translation; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  To grasp the potential meaning expressed in both languages through various modifiers. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:  1.Understand the cross-cultural factors influencing translation (20m)；  2.Analyze and synthesize the spiritual essence of the text and its implied meanings in the context (20m)；  3.Practice on sentence translation and discourse translation (30m);  4.Analyze and evaluate the translation exercises (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Do the after-class exercises on Pros and cons;  3. Preview more translation techniques in the next chapter. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The teacher summarized the students’ feedback that to analyze and synthesize the cultural transformation in translation is quite difficult for them because they don’t have accumulation in this area. They need to work more on the cultural elements. | |

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\_《英语翻译理论与实践》\_课程教案

周次 2 第 2 次课 学时 2 教案撰写人 

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| 课程单元名称 | How to improve English translation skills in practical translation | |
| 本次授课目的与要求：  To help the students   1. to understand and flexibly use English - English translation, reverse translation, and themes translation； 2. to combine these three major skills in translation. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  To analyze and apply the 3 common translation skills mentioned in this chapter. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:   1. Know and analyze the skills of English - English translation, reverse translation, and themes translation (25m)；   2. Practice on three major skills in translation (40m)；  3. Interpret and evaluate the translation practices (25m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Collect more examples and translate them into English, then display them next class;  3. Design their own examples and translation, and explain them to all the students next time. (Randomly choose several students to do the presentation) | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: it is quite interesting and useful to design their own translation examples, so they like the homework.  3.The teacher needs more means to attract students’ interests in studying. | |

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周次 3 第 3 次课 学时 2 教案撰写人 

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| 课程单元名称 | Subtracting words before translating | |
| 本次授课目的与要求:  to guide the students to have a clear understanding of  1. the significance of subtraction in words before translating;  2. different syntactic styles and various translation skills. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  How to precisely carry out subtraction correspondence in C-E translation. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:   1. Understand the significance of subtraction in words before translating with examples (20m)； 2. Group discussion on translation method of overlapping expressions (20m);   3. Practice on translation of different syntactic styles (30m)；  4. Analyze and evaluate the translation exercises (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Do the after-class exercises on translation of different syntactic styles;  3. Preview the next chapter in the textbook. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: it is hard to analyze the sentence pattern and subtract the Chinese words before translation. It is harder to avoid making mistakes in translation.  3.The teacher will guide the students to do more translation exercises. | |

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周次 4 第 4 次课 学时 2 教案撰写人 

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| 课程单元名称 | Translation of long English sentences | |
| 本次授课目的与要求：  To help the students:  1. to understand, analyze and use the dissociation method in translation;  2. to analyze and master the change of order method in translation. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  To synthesize and practice different translation skills in translation. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:  1. Understand the dissociation method in translation (20m)；  2. Analyze and master the change of order method in translation (20m)；  3. Group discussion and practice on insertion and recombination methods in translation (30m);  4. Supplementary translation exercises and analysis (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置：  1.Review what they have learned and organize the notes in the translation classes;  2. Collect relevant translation examples both in English and Chinese as many as possible after class.  3. Prepare for the spot check for long sentence translation next class. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: There are so many skills in translating long sentences. How to digest them is a problem.  3.The teacher needs to figure out better ways to help the students to practice more. | |

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周次 5 第 5 次课 学时 2 教案撰写人 

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| 课程单元名称 | Quiz 1 and the analysis | |
| 本次授课目的与要求:  to guide the students to have a clear understanding of:   1. the evaluation on the first quiz; 2. the details of the score loss. | | |
| 教学设计思路：  First，give them the keys and analyze the whole test paper; next, put the emphasis on the score loss; then remind them the focal points and difficult points in order not to fail next time. | | |
| 本次教学重点与难点：  To synthesize the quiz results to improve the translation awareness and skills of the students | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| 1. Quiz (40m)；  2. Analysis on the test (20m)；  3. Group discussion and feedback on the test (10m);  4. Supplementary translation exercises (20m). | | 1.Quiz first;  2.Then analysis;  3.Feedback of the students. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes of the first four weeks in translation classes;  2. Summarize the failure experience of this quiz and strive for the next progress;  3. Do the after-class exercises presented on the PPT. | | |
| 课后反思 | 1. The students’ feedback: Part I for the Quiz, which is *Blank Filling*, is the easiest. Part IV, which is *Paragraph Translation*, is the most difficult.  2. The teacher summarized the most common loss points in the quiz and planned to do the targeted exercises next class. | |

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周次 6 第 6 次课 学时 2 教案撰写人 

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| 课程单元名称 | First simplify, then translate | |
| 本次授课目的与要求：  To help the students:  1. to know the basic concept of simplification and the difference between simplification and subtraction;  2. to analyze the basic steps and techniques for simplifying Chinese. | | |
| 教学设计思路：  First，lead the students to get to know some basic information about business translation according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  How to accurately simplify and translate Chinese into English. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:   1. Introduce basic concept of simplification and the difference between simplification and subtraction (20m)； 2. Analyze the basic steps and techniques for simplifying Chinese (20m)   3. Practice on simplifying Chinese then translating(30m)；  4. Supplementary translation exercises (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置：  1.Review what they have learned and organize the notes in the translation classes;  2. Collect and read the materials on simplification translation in the library or online after class;  3. Analyze the role and quality of translators. | | |
| 课后反思 | After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements on simplification translation, to see if the goal designed has been realized and to summarize the students’ feedback to make improvements in the next classes. | |

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周次 7 第 7 次课 学时 2 教案撰写人 

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| 课程单元名称 | The four methods in C-E translation 1 | |
| 本次授课目的与要求：  To help the students   1. to understand the translation techniques for setting up subjects; 2. to analyze the translation methods of shifting predicates; 3. to analyze and evaluate the dealing of clauses. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  Dealing with passive voice. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:  1. Know the skills of setting up subjects and shifting predicates(20m)；  2. Practice on sentence translation in C-E English (30m)；  3. Group discussion and evaluation of the practice (20m);  4. Supplementary translation exercises (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Search more examples on sentence features of C-E translation and display them next class;  3. Do more exercises on passive voice on their grammar books. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: Temporal, voice, modality, and subjunctive mood are the most disturbing grammatical problems for most of the students.  3.The teacher needs to discuss with their grammar teachers, trying to solve these problems together. | |

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周次 8 第 8 次课 学时 2 教案撰写人 

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| 课程单元名称 | The four methods in C-E translation 2 | |
| 本次授课目的与要求：  To help the students   1. to analyze and use English tenses flexibly; 2. to analyze and apply the translation techniques of cross-sentence logic. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  How to process the tense ambiguity and tense transformation. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:  1. Try to assist the students to use English tenses flexibly and get to know the cross-sentence logic(20m)；  2. More practice on C-E translation (30m)；  3. Group discussion on different translation versions (20m);  4. Summary and supplementary translation exercises (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Reflect the translation methods provided by the teacher in these two classes;  3. Try to practice more after class. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: some Chinese texts are too professional to translate and some technical terms are difficult to master.  3.The teacher should encourage students all the way to read more formal articles in different fields. | |

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周次 9 第 9 次课 学时 2 教案撰写人 

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| 课程单元名称 | Translation on commercial advertising 1 | |
| 本次授课目的与要求：  To help the students   1. to know and analyze the purpose and functions of commercial advertisements; 2. to analyze the stylistic features and translation of commercial advertisements; | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  Use the basic strategies of commercial advertisement translation to carry out the translation of brand names in advertisements. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:   1. Know and analyze the purpose and functions of commercial advertisements (20m)； 2. Analyze the stylistic features and translation of commercial advertisements (20m)；   3. Practice on some simple translation in Chinese and English advertising (30m)；  4. Interpret and evaluate the translation practices (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Find more business advertisements in both English and Chinese;  3. Finish the after-class translation on business advertisements provided by the teacher. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: They want to watch more video clips on business advertisements which are more vivid and impressive.  3.The teacher’s first task is to maximize class participation in any class in any subject. | |

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\_《英语翻译理论与实践》\_课程教案

周次 10 第 10 次课 学时 2 教案撰写人 

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| 课程单元名称 | Translation on commercial advertising 2 | |
| 本次授课目的与要求：  To help the students   1. to continue analyzing the purpose and functions of commercial advertisements; 2. to continue analyzing the stylistic features and translation of commercial advertisements; 3. to give more examples. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  Use the basic strategies of commercial advertisement translation to carry out the translation of brand names in advertisements. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:  1.Continue analyzing the functions of commercial advertisements translation (20m)；  2.Continue analyzing the translation of commercial advertisements (20m)；  3. Practice on some difficult translation in Chinese and English advertising (30m)；  4. Interpret and evaluate the translation practices (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Do the after-class exercises on Pros and Cons in textbook;  3. Think over beforehand if they could apply advertising translation to their dissertation topic in their senior year. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: it is hard to analyze the rhetorical devices in business advertising. It is even harder to translate them.  3.The teacher will guide the students to do more translation exercises. | |

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\_《英语翻译理论与实践》\_课程教案

周次 11 第 11 次课 学时 2 教案撰写人 

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| 课程单元名称 | Quiz 2 and the analysis | |
| 本次授课目的与要求:  to guide the students to have a clear understanding of:   1. the evaluation on the second quiz; 2. the details of the score loss. | | |
| 教学设计思路：  First，let the students translate an article in groups before class, which should focus on the different translation techniques learned so far. Late work will be penalized or not accepted. Then, analyze the translation in class. | | |
| 本次教学重点与难点：  To synthesize the quiz results to improve the translation awareness and skills of the students | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| 1. Quiz (40m)；  2. Analysis on the test (20m)；  3. Group discussion and feedback on the test (10m);  4. Supplementary translation exercises (20m). | | 1.Quiz in class;  2.Then analysis;  3.Feedback of the students. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes of the 6th-to-9th weeks in translation classes;  2. Summarize the failure experience of this quiz and strive for the next progress;  3. Preview the next chapter in the textbook. | | |
| 课后反思 | 1. The students’ feedback: The whole article is a little bit beyond their abilities.(the exam material is extracted from *The 30th Han Suyin National Translation Contest*, and there is no keys at all)  2. The teacher summarized the most common loss points in the quiz and planned to do the targeted exercises later. | |

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周次 12 第 12 次课 学时 2 教案撰写人 

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| 课程单元名称 | Business correspondence translation | |
| 本次授课目的与要求：  To help the students   1. to understand and analyze the structure and characteristics of business correspondence; 2. to analyze the writing and translation principles of business correspondence. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  Comprehensive use of usual expressions in business correspondence translation. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:   1. Understand and analyze the structure and characteristics of business correspondence (20m)； 2. Analyze the writing and translation principles of business correspondence (20m);   3. Practice on business correspondence translation (30m)；  4. Interpret and evaluate the translation practices (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Do the after-class exercises on the textbook;  3. Analyze how many parts are needed in a complete English business letter and what are they. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: it is useful to master the features of business letters in both Chinese and English.  3.The teacher needs to clarify the importance of the regularity and norms of business letters. | |

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周次 13 第 13 次课 学时 2 教案撰写人 

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| 课程单元名称 | Textual translation from English to Chinese | |
| 本次授课目的与要求：  To help the students   1. to apply the translation skills learned in this semester to the text translation; 2. to analyze and evaluate the translation practice done in class. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  Comprehensive use of translation skills in textual translation from English to Chinese. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:   1. Know and analyze the translation skills learned in this semester to do the text translation (20m)； 2. Analyze and evaluate the translation practice done in class (20m);   3. Practice on text translation from English to Chinese (30m)；  4. Interpret and evaluate the translation practices (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Do the after-class exercises on text translation from English to Chinese;  3. Collect some more examples for next class as the preview. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: there is a wide variety of translation skills which are useful and practical but difficult to distinguish and master.  3.The teacher needs to help the students to understand, analyze and apply these translation skills. | |

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\_《英语翻译理论与实践》\_课程教案

周次 14 第 14 次课 学时 2 教案撰写人 

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| --- | --- | --- |
| 课程单元名称 | Textual translation from Chinese to English | |
| 本次授课目的与要求：  To help the students   1. to apply the translation skills learned in this semester to the text translation; 2. to analyze and evaluate the translation practice done in class. | | |
| 教学设计思路：  First，lead the students to get to know some translation theories according to the goal of these two classes; then remind them the focal points and difficult points; next, exercise some translation examples followed by the group discussion to improve their translation skills step by step. | | |
| 本次教学重点与难点：  Comprehensive use of translation skills in textual translation from Chinese to English. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Flexible arrangements according to the teaching situation, roughly as follows:  1. Know and analyze the translation skills learned in this semester to do the text translation (20m)；  2. Analyze and evaluate the translation practice done in class (20m);  3. Practice on text translation from Chinese to English (30m)；  4. Interpret and evaluate the translation practices (20m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes in the translation classes;  2. Do the after-class exercises on text translation from Chinese to English;  3. Collect some more examples for next class as the preview. | | |
| 课后反思 | 1.After these two translation classes, the teacher reflected on the teaching methods and the teaching arrangements to see that the goal designed has been realized.  2.The students’ feedback: there is a wide variety of translation skills which are useful and practical but difficult to distinguish and master.  3.The teacher needs to help the students to understand, analyze and apply these translation skills. | |

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周次 15 第 15 次课 学时 2 教案撰写人 

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| 课程单元名称 | Quiz 3 and the analysis | |
| 本次授课目的与要求:  to guide the students to have a clear understanding of:   1. the evaluation on the third quiz; 2. the details of the score loss. | | |
| 教学设计思路：  First，let the students translate an article personally before class, which should focus on the different translation techniques learned so far. Late work will be penalized or not accepted. Then, analyze the translation in class. | | |
| 本次教学重点与难点：  To synthesize the quiz results to improve the translation awareness and skills of the students. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| 1. Translate an article personally before class (for several days)；  2. Analyze typical problems in students’ translation(60 m)；  3. Summarize the quiz (30 m). | | 1.Quiz before class;  2.Then analysis in class;  3.Feedback of the students. |
| 课外复习、预习要求及作业布置  1. Review what they have learned and organize the notes of week 11’s to week 14’s translation classes;  2. Summarize the failure experience of this quiz and strive for the next progress. | | |
| 课后反思 | 1. The students’ feedback: The selected article is professional and a little bit difficult but not completely beyond their abilities.(the exam material is extracted from a business magazine and there is no keys at all)  2. The teacher summarized the most common loss points in the quiz and planned to do the targeted exercises later. | |

**上 海 建 桥 学 院**

\_《英语翻译理论与实践》\_课程教案

周次 16 第 16 次课 学时 2 教案撰写人 

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| 课程单元名称 | General revision of translation classes | |
| 本次授课目的与要求：  To help the students to briefly generalize all the important contents of translation classes this semester. | | |
| 教学设计思路：  First，lead the students to review all the important contents of the translation classes this semester; then focus on the focal points and difficult points; last, inform the students the test types in the final exam. | | |
| 本次教学重点与难点：  1. How to translate flexibly and effectively in all translation types;  2. How to use different translation techniques to present relatively good translation. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| 1. Summarize all the important contents of the translation classes this semester (40m)；  2. Inform the students of the test types of the final exam (15m)；  3. Answer students’ questions (35m). | | 1.teacher’s teaching and group discussion combined with course ideological instruction;  2.Questions and Answers in class;  3. translation practices. |
| 课外复习、预习要求及作业布置  Review what they have learned in this semester and organize the notes of all the translation classes. | | |
| 课后反思 | After the whole semester’s classes, the teacher reflected on all of the teaching methods and the teaching arrangements periodically. Basically, the teaching goal designed has been realized and the students’ feedback has been summarized to make improvements next semester. | |