Course Title	**:**	Business Translation (C-E)
Course Code	**:**	TRA3222
Recommended Study Year	**:**	2 or 3
No. of Credits/Term	**:**	3
Mode of Tuition	**:**	Lecture-tutorial
Class Contact Hours	**:**	2-hour lecture per week 1-hour tutorial per week
Category	**:**	Elective (Category A: Skills-Based Courses for students of Year 1 intake up to 2021-22 Category C: Multimedia and Corporate Communication for students of Year 1 intake from 2022-23)
Prerequisite	**:**	Nil
Co-requisite	**:**	Nil
Exclusion	**:**	Nil
Exemption Requirement	**:**	Nil

Brief Course Description:
This course introduces students to issues related to the translation of commercial and financial texts from Chinese into English. Drawing attention to the linguistic features of these texts, the course will show students, through examples, ways of translating these texts into English. The course focuses on texts that discuss the business environment of the Chinese mainland and Hong Kong, where Chinese-English translation is regularly required. These documents include formal and informal correspondence, news clips, annual reports, equity research reports, market reviews and promotional texts.

Language of instruction: English / Chinese

Aims:
This course aims to enhance students' understanding of the macro-economic environment of the Chinese mainland and Hong Kong through the discussion of relevant and current texts, in English and Chinese, published in newspapers, financial magazines, and the Internet. It also aims to enhance students' competence in translating business and financial texts from Chinese into English.

Learning Outcomes (LOs):
Upon completion of this course, students will be able to:
1. identify the linguistic features and syntactic contrasts of commercial and financial texts in English and in Chinese;
2. master common business terminology in English and in Chinese;
3. write effective and grammatical English for the business field;
4. apply the techniques of business translation from Chinese to English; and
5. independently translate Chinese commercial and financial texts commonly found in the workplace into English.

Indicative Content:
1. Commercial correspondence.
2. Economic policies of China
3. Categories of Chinese companies.

4. The banking industries in the Chinese mainland and Hong Kong: retail banking and wholesale banking; government banks, investment banks and private banks
5. Terminology in the Chinese stock market.6. Investment portfolios: hedge funds, mutual funds, equity-linked notes (ELNs).
7. Stocks and derivatives.
8. Market analyses: fundamental and technical approaches
9. Financial news from the Chinese mainland and Hong Kong.
10. Credit rating

Teaching Method:
Lectures and tutorial discussions

Measurement of Learning Outcomes:
Students' progress towards the learning outcomes will be measured by means of:
1. Translation assignments that require students to demonstrate their knowledge of business and financial terminologies and their competence in the rendition of commercial or financial texts about Chinese mainland or Hong Kong from Chinese into English;
2. Group presentations that allow students to demonstrate their levels of critical thinking and analysis, and, if possible, evidence of extending beyond what is taught. Students are evaluated if they can give coherent and logical arguments, with clear and accurate explanations about certain concepts in the business or financial texts they have chosen.
3. A written examination with translation tasks from Chinese to English.

	Assessment Methods		
Learning Outcomes	**Translation assignments**	**Group presentation**	**Final exam**
1. identify the linguistic features and syntactic contrasts of commercial and financial texts in English and in Chinese	X	X	X
2. master common business terminology in English and in Chinese	X	X	X
3. write effective and grammatical English for the business field	X	X	X
4. apply the techniques of business translation from Chinese to English	X	X	X
5. independently translate Chinese commercial and financial texts commonly found in the workplace into English	X		X
6. demonstrate critical thinking and analysis with coherent and logical arguments		X	

Assessment:
Examination: 40% (One 2-hour paper)
Assignments: 40%
Group presentation: 20%

Readings:
Regular reading materials, articles or reports, on current economic news of the Chinese Mainland, will be handed out in lectures and tutorials.

References:

Brett, Michael (2000). *How to Read Financial Pages.* London: Random House.
陳仕彬 (2003)，《金融翻譯技法》，香港：中文大學出版社。
陳定安 (1997)，《英漢比較與翻譯》，台北：書林。
許建忠(2002)，《工商企業翻譯實務》，北京：中國對外翻譯出版公司。
褚東偉 (2003)，《商業翻譯導論》，武漢：湖北教育出版社。
Donna, Sylvie (2000), *Teach Business English*, Cambridge: Cambridge University Press.
李德鳳(2007)，《財經金融翻譯》，香港：香港大學出版社。

<u>Important Notes</u>:
(1) Students are expected to spend a total of 9 hours (i.e. 3 hours of class contact and 6 hours of personal study) per week to achieve the course learning outcomes.
(2) Students shall be aware of the University regulations about dishonest practice in course work, tests and examinations, and the possible consequences as stipulated in the Regulations Governing University Examinations. In particular, plagiarism, being a kind of dishonest practice, is "the presentation of another person's work without proper acknowledgement of the source, including exact phrases, or summarised ideas, or even footnotes/citations, whether protected by copyright or not, as the student's own work". Students are required to strictly follow university regulations governing academic integrity and honesty.
(3) Students are required to submit writing assignment(s) using Turnitin.
(4) To enhance students' understanding of plagiarism, a mini-course "Online Tutorial on Plagiarism Awareness" is available on https://pla.ln.edu.hk/.