GUIDELINES FOR THE SENIOR YEAR TRANSLATION PROJECT

Translation Project Design TR 427 & Translation Project TR 428

Introduction

The Translation Project is intended to be the culmination of the degree in Translation and Interpreting Studies at Boğaziçi University, giving students the opportunity to demonstrate in an extensive piece of writing what they have learned about translation during their studies. They may produce either a translation and commentary or a text based largely on research. Each student should develop and complete their project under the supervision of a full-time or part-time member of the Department of Translation and Interpreting Studies, and the degree to which a student collaborates with their chosen advisor will be a factor in the grade they receive for the project. To give students more time to work on the project and to enable more extensive collaboration between students and advisors, the project is spread across two semesters, encompassing the single-credit course Translation Project Design (TR 427) and the three-credit Translation Project (TR 428). This document has been prepared to give both students and advisors some guidance as to the content and process of the project, the department's expectations with respect to student-advisor collaboration, and the length, organisation, format and style of the submitted project.

1. Translation-Based Projects

Content

For their project, most students opt to produce a translation of one long text or a selection of shorter texts. Students have worked on a wide range of genres and text-varieties, such as prose fiction, drama, poetry, films, and academic articles on non-fiction/academic subjects. The choice of source text should be negotiated by the student with the advisor. While some advisors may suggest a text for the student to work on, other advisors may expect the student to take the initiative. Advisors who are supervising more than one project may consider asking the students to work on related texts and to work together by, for instance, establishing a common terminology and checking each other's work before a draft is shown to the advisor. Given the departmental program's focus on the English-Turkish language combination, most students choose to translate between these two languages, but if the competencies of the students and advisor allow, a student may decide to include a translation from or into another language as part of their project, although this should not be the only translation they complete within their project.

Students will usually translate a text that has not previously been translated into the target language; however, if a student wishes to produce a translation when one exists already, he/she must convince the advisor as to the need for such a retranslation and devote considerable space within the project to explaining why they opted to carry out a retranslation and how their translation differs from its predecessors. Indeed, if the student produces a substantial criticism of the existing translation(s), thereby extending the commentary section of the project, the advisor may allow the student to work on a text that is somewhat shorter than the minimum length for translations indicated below. In projects involving the translation of poems and other particularly dense and challenging texts, the advisor may also accept the choice of a comparatively short source text. Whatever source material is chosen, it is important that the source text is an independent unit, i.e. that decisions about the translation to be done are not contingent on decisions in other parts of the text that are not covered in the project. For this reason, it may be preferable, for example, for students to translate short-stories, poems, articles, chapters and so on, rather than excerpts from novels.

Length of the Source Text

For students who choose to translate from English to Turkish, the length of the English source text should usually be approximately 8,000 words (min. 7,000 words; max. 10,000 words). Turkish-English translations may be slightly shorter. In both cases, and with translations involving other languages, the advisor will have the final say concerning the length of the source text.

The Project Process

TR 427 (Translation Project Design)

Having chosen the text(s) to work on, the student should carry out planning, research and reading to prepare for the translation they will undertake. This will include examining the source text to identify general challenges they are likely to face during the translation process, becoming familiar with the author and his/her works (including any translations of these works) and looking at existing works on the same subject written in the target language, i.e. parallel texts, which could be useful sources of terminology or provide models for the style of the target text.

In order to pass the course, the student has to meet with the advisor at least twice during the semester and to submit a text of no less than three A4 pages, written in Times New Roman font size 12, double-spaced, with 2.5cm borders. The text may be a report explaining what the student has done in the project so far and what challenges he/she foresees for the translation phase of the project, or it may present the writer and his/her works translated in the project; in this case the text submitted for TR427 would also constitute part of the introductory chapter of the final project to be submitted in the second

semester. The submission deadline should be no later than the last day of the final examination period for the semester in question.

TR 428 (Translation Project)

In this phase of the project, the student will complete the translation under the supervision of the advisor, as well as preparing various other sections of the project that reflect on the process and product of translation.

In order to pass the course, the student has to meet with the advisor <u>at least four times</u> during the semester and to <u>submit a project with the components outlined below</u>. The deadline should be no later than the last day of the final examination period for the semester in question.

Components of the Project

- **Title page** (see example below)
- **Acknowledgments**
- **Table of contents** (see example below)
- **Introduction** (numbering of the pages using Arabic numerals starts from here.)
    - In the introduction, <u>which should not be less than 5 pages in length</u>, students should address the following questions:
        * Why did you choose to translate this text/these texts?
        * What do you particularly like about this text/these texts?
        * What does your reader need to know about the background of the author?
        * What does your reader need to know about the context from which the source text emerged and about the context into which the translation has taken place?
        * <u>In general</u>, what difficulties did you anticipate in the translation?
        * What <u>global</u> translation strategies did you adopt and why?
        * What process was followed in preparing the translation?
- **Source text / Target text** (opposite one another, with the source text on the left-hand pages and the target text on the right-hand pages. Page numbering should be in Arabic numerals, with the equivalent target-text pages carrying the same numbers as the source-text pages. As far as possible, the opposing pages should contain parallel blocks of text. Line numbers, in intervals of five [5, 10, 15], should also be marked on both source and target text, and care should be taken for parallel blocks of text to carry matching line numbers as far as possible.)

- The first page of the source text should have a full bibliographical note at the bottom (name of author / title of source text / place of publication / publisher / year of publication).

- **Commentary**
  - <u>The commentary should be no less than 15 pages in length</u>. It may be linear or organized according to problem type, e.g. the treatment of text-variety or genre-specific aspects of the text, lexis/terminology, grammar, style, etc.
  - Students should address the following questions:
    - ∗ How did you solve the anticipated problems?
    - ∗ Are you satisfied with your solutions? Where are you dissatisfied?
    - ∗ Who or what sources helped you?

- **Conclusion**
  - <u>The conclusion should be no less than 5 pages in length.</u>
  - Students should address the following questions:
    - ∗ How has your experience of doing this project related to what you have learned about translation during your degree? Has it, for example, led to a better appreciation of the issues covered in your theory classes or affected your view of the translator training you have received?
    - ∗ In what way/ways has this project been beneficial for you?
    - ∗ How might it be beneficial in the future, both for you and for others?

- **Glossary** (if applicable).
- **References** (see Citation Format below)

2. Research-Based Projects

Content of the Project

Ours being a department not just of Translation but also of Translation and Interpreting Studies, students are free to dedicate their project to a piece of research related to translation or interpreting. Possible types of research include the following:

- An extended research paper on a topic, issue or problem within the realm of Translation, Interpreting or Intercultural Communication Studies,
- An extensive and systematic criticism of a translation or group of translations,
- A bibliography, supplemented by a commentary on the process of developing this bibliography,
- A biography of a significant translator or interpreter,

- A study of individual or multiple translators, interpreters, publishers, readers, or users of interpretation, based on research methods such as questionnaires, surveys, interviews or focus groups,
- A case study of an institution such as a translation agency, a translators' or interpreters' organisation, an online forum, etc.
- An extensive bilingual or multilingual glossary or other terminological source, supplemented by project-sections in which the student reports on the steps taken in constructing this document, discusses the challenges faced when searching for and selecting terms and justifies the choices he or she has made.

Length of the Project

The project should be the usual length of a published article or chapter, i.e. around 8,000 words, including footnotes and references but excluding appendices. In the case of glossaries, bibliographies and similar projects, the total number of words may be less, but the student is still expected to produce a substantial introduction, commentary and conclusion.

The Project Process

TR 427 (Translation Project Design)

In the first term, in conjunction with their advisor the student should determine the purpose and primary sources of their study, frame research questions, choose relevant methodologies and begin reading the sources they have selected for their working bibliography

In order to pass the course, the student has to meet with the advisor <u>at least twice</u> during the semester and to <u>submit a text of no less than three A4 pages, written in Times New Roman font size 12, double-spaced, with 2.5cm borders</u>. The text will normally be a report explaining what the student has done in the project so far. The deadline should be no later than the last day of the final examination period for the term in question.

TR 428 (Translation Project)

In this phase of the project, under the supervision of the advisor the student will complete his/her research and reading and write the required sections of the final project.

In order to pass the course, the student has to meet with the advisor <u>at least four times</u> during the semester and to <u>submit a project with the components outlined below</u>. The deadline should be no later than the last day of the final examination period for the term in question.

<u>Components of the Project</u>

Since research-based projects are likely to come in many different forms, depending on the subject matter, materials studied and research methods used, it is difficult to lay down universal guidelines for the organisation of such projects. However, such projects should consist of at least of the following:

- **Title page** (see example below)
- **Acknowledgments**
- **Table of contents** (see example below)
- **Introduction** (numbering of the pages using Arabic numerals starts from here)
- **Development Sections** (to be determined in conjunction with the advisor)
- **Conclusion**
- **References** (see Citation Format below)

General Issues

All students should prepare and submit two CD copies of their projects in PDF format, one to the research assistants and the other to the advisor. Some advisors, however, may request that their students also submit a printed and bound copy. In such cases, students should pay attention to the following details:

- **Cover:** The cover should be navy blue with lettering in gold (example below)

<div style="border:1px solid black; text-align:center;">

TRANSLATION PROJECT

AYŞE BOYACI

BOĞAZİÇİ UNIVERSITY
ISTANBUL

JUNE 2017

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- **Wording along the spine**, written from top to bottom.
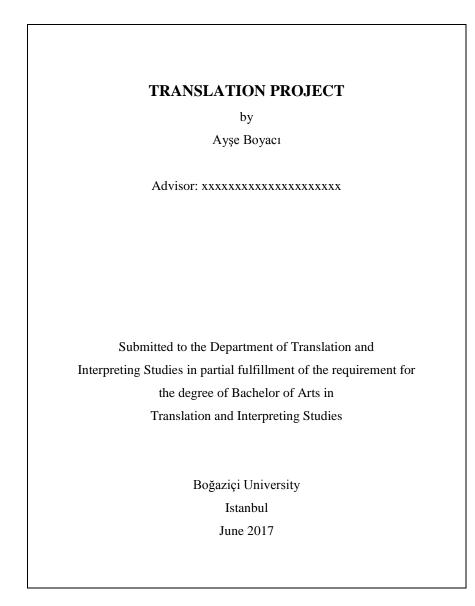
AYŞE BOYACI	TRANSLATION PROJECT	2017

Page Format

- Font: Times New Roman size 12
- Spacing: Double
- Margins: 'Normal' (all sides=2.5cm; if a hard copy is to be submitted, the left margin should be 4cm, to leave room for the binding)

Certain pages should be formatted in a particular way, whether or not the project is bound:

- **Title page**

TRANSLATION PROJECT

by

Ayşe Boyacı

Advisor: xxxxxxxxxxxxxxxxxxxx

Submitted to the Department of Translation and

Interpreting Studies in partial fulfillment of the requirement for

the degree of Bachelor of Arts in

Translation and Interpreting Studies

Boğaziçi University

Istanbul

June 2017

- **Contents page** (for a translation-based project)

TABLE OF CONTENTS

Language

In both types of project, the main language used in all sections should be English. English translations of quotations from Turkish (or any another language) should be provided within the text (if the translation itself is being discussed) or in footnotes (when the translation is not the subject under discussion).

Students should take care to use an appropriately formal style, avoiding excessively colloquial and informal usages (except where the translation demands this!). Advisors may request students to adhere to specific stylistic usages in the writing of the project.

Citation Format

When referring to and listing sources cited in the project, students should use the American Psychological Association's citation system in its 6th edition (see www.sbe.boun.edu.tr/en/thesis/style-guide). This system, which is followed by authors of MA and PhD theses at Boğaziçi, is quite similar to the Author-Date format favoured in journals, books and websites in the fields of Translation and Interpreting Studies. Most importantly, when indicating the sources of words or ideas that are incorporated into the project, the writer should give these references in parentheses, not in footnotes.

Additional Issues Concerning the Project

Any other issues concerning the content, format or process of the project should be negotiated by the student with the advisor. In certain cases, the advisor may refer the issue for discussion at a departmental board meeting.

October 2017