

DEVA MATHA COLLEGE, KURAVILANGAD

Affiliated to Mahatma Gandhi University, Kottayam



SYLLABUS

**Add-on Course
in**

Hindi Translation & Documentation

Academic Year: 2021-22



DEVA MATHA COLLEGE KURAVILANGAD

DEPARTMENT OF HINDI

Add on Courses offered for Students:2021-2022

Hindi Translation and Documentation

- for II DC Students

DMCK/ HIN/AD 41/2021

Department Coordinator : Dr. Anju. B

Title: Hindi Translation & Documentation

Instructional Hours:30 hrs

Duration: 3months

Mode of Instruction: 20 hrs online + 10 hrs offline

Intake Capacity: 40

Eligibility: +2

Objectives

1. Understand and define the concepts, types, required skills and tools of translation.
2. Translate literary works/documents of different fields (banking, railway, administrative , legal etc...)
3. Enable the students in Hindi documentation (Hindi typing).
4. Understand the scope of Hindi, Hindi translation & documentation as a career.

Module 1 (8 Hours)

अनुवाद :परिभाषा ,स्वरूप और विशेषताएँ
अनुवाद :शिल्प ,कला एवं विज्ञान
अनुवाद की प्रक्रिया

अनुवाद के प्रकार
साहित्य से अनुवाद की समस्याएँ
वैज्ञानिक साहित्य का अनुवाद

Module 2 (6 Hours)

कार्यालयी अनुवाद

अनुवाद – सार्थकता एवं प्रासंगिकता

रोज़गार के रूप में अनुवाद

पारिभाषिक शब्दवाली

Module 3 (8 Hours)

Translation of sentences & passages from English to Hindi

Translation of sentences & passages from Hindi to English

Module 4 (8 Hours)

Hindi typing basics

Practice of Hindi keyboard (letter and number keys)

References

1. अनुवाद विज्ञान – भोलानाथ तिवारी
2. अनुवाद विज्ञान की भूमिका – कृष्ण कुमार गोस्वामी
3. अनुवाद सिद्धांत और प्रयोग – शंकरलाल पुरोहित
4. स्नेह टाईपिंग बुक (ई- बुक)- रत्नेश कुमार
5. अनुवाद एवं संचार – डॉ पूरनचन्द टंडन
6. अनुवाद सिद्धांत एवं प्रयोग – डॉ श्रावणी भट्टाचार्य

Assessment Procedure

A written test is conducted to assess the theory part and a practical test is conducted to assess the typing skill. The students are also assigned with an assignment. Attendance percentage is calculated for the internal assessment along with the assignment mark.

External marks : 90 Internal : 10 Total : 90+10=100 Marks

External mark includes the written test and practical test

Marks for the Written exam 60+ Marks for the practical test 30=90

Internal mark includes the assignment and attendance

Marks for assignment 5 + Marks for attendance 5 = 10

Total marks= external + internal 90+10=100

Grading

Percentage of marks	Grade
90 and above	A+
80-89	A
70-79	B+
60-69	B
50-59	C+
40-49	C
Below 40	Failure

COURSE OUTCOME

- Understand & define the concept of translation and types of translation.
- Understand the scope of Hindi translation as a career
- Translate texts/ documents from one language into another
- Understand and use tools of translation
- Introduce Hindi keyboard
- Hindi text documentation



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