

# **DEVA MATHA COLLEGE KURAVILANGAD**

**Affiliated to Mahatma Gandhi University, Kottayam**



## **SYLLABUS**

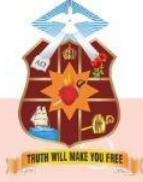
**OF**

**ADD-ON COURSE**

**IN**

**Hindi Translation & Documentation**

**Academic Year: 2022-23**



**DEVA MATHA COLLEGE KURAVILANGAD**

**DEPARTMENT OF HINDI**

***Add on Courses offered for Students : 2022-2023***

**Hindi Translation and Documentation  
DMCK/ HIN/AD 20/2022**



***Department Coordinator: Ms. 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

# DEVA MATHA COLLEGE KURAVILANGAD

## ADD-ON COURSE FOR THE AY 2022-23

### 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 Marks**

**Internal mark includes the assignment and attendance**

**Marks for assignment 5 + Marks for attendance 5 = 10 Marks**

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

### 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



*Principal*  
*Deva Matha College*  
*Kuravilangad - 686 633*