

SPAN 4392: Spanish Translation and Interpreting Internship

Spring 2021

Faculty Supervisor Information

Faculty supervisor

Dr. Mónica de la Fuente Iglesias

Office Number

316 Hammond Hall

Email Address

monica.delafuente@uta.edu

Faculty Profile

[Mentis Profile](#)

Office Hours

TuTh, 11:00-12:00 PM (in Teams), and by appointment

Course Information

Section Information

001

Description of Course Content

This course is a combination of field-related experience in the business or service sector with an academic component. Coursework may include journal writing in Spanish, outside readings, and formal presentations. Prerequisite: Two Spanish 3000 level courses and permission of the instructor.

Student Learning Outcomes

Upon successful completion of the course, the student will be able to:

- demonstrate ability to identify text communicative functions and conventions, and follow translation assignments;
- demonstrate the ability to analyze original texts for translation and examine the conventions of the text and genre;
- demonstrate the ability to compare and use parallel texts and reference works (dictionaries, data bases, grammars, internet, thesaurus...);
- become familiar with the mission and goals of Human Rights Initiative of North Texas (HRI);
- gain experience in immigration and international human rights issues;
- gain professional experience as a translator;
- enhance their awareness about immigrants' issues in the DFW area; and
- develop intercultural competence and communication.

Required Textbooks and Other Course Materials

There is not a required textbook for this class.

Descriptions of major assignments and examinations

Internship at HRI

- Students will collaborate with Human Rights Initiative of North Texas (HRI) to provide translation support in each of the non-profit organization's programs. In particular, they will:

- assist legal department with translations of legal documents including affidavits;
 - assist with translation of client-facing materials including representation agreements, brochures, and online information;
 - work with clients and assist with preparation of cases; and
 - complete various projects which would assist HRI.
- This is an unpaid position for which, upon successful completion of the requirements, students receive academic credit.
 - Students need to complete a minimum of 85 hours of translation work with HRI throughout the semester (January 19-May 4).
 - The faculty supervisor and HRI' staff will supervise students' overall performance.
 - HRI supervisor: Layne Faulkner (lfaulkner@hrionline.org)
 - UTA supervisor: Mónica de la Fuente Iglesias (monica.delafuente@uta.edu)

Reflective essay

- At the end of the semester, students will submit a reflective essay about their experience collaborating with HRI. Full details of this assignment are posted on Canvas.

Technology Requirements

Computer proficiency using Microsoft Word and Outlook, and/or demonstrate ability to learn computer applications.

Other Requirements

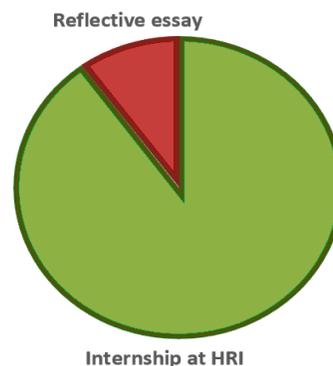
Permission of instructor to enroll in the class.

Grading Information

Grading

The final grade for the course will be calculated according to the following:

Internship at HRI	90%
Reflective essay	10%



Students are expected to keep track of their performance throughout the semester which Canvas facilitates, and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see “Student Support Services,” below.

Grading scale: A = 90% - 100%; B = 80% - 89%; C = 70% - 79%; D = 60% - 69%; F = < 60%. No incomplete grade will be given unless prior arrangements are made and in extraordinary circumstances (e.g., hospitalizations, major illnesses, serious car accidents).

Grade Grievances

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog.

Institutional Information

UTA students are encouraged to review the below institutional policies and informational sections and reach out to the specific office with any questions. To view this institutional information, please visit the [Institutional Information](https://resources.uta.edu/provost/course-related-info/institutional-policies.php) page (<https://resources.uta.edu/provost/course-related-info/institutional-policies.php>) which includes the following policies among others:

- Drop Policy
- Disability Accommodations

- Title IX Policy
- Academic Integrity
- Student Feedback Survey
- Final Exam Schedule

Additional Information

Mandatory Face Covering Policy

All students and instructional staff are required to wear facial coverings while they are on campus, inside buildings and classrooms. Students that fail to comply with the facial covering requirement will be asked to leave the class session. If students need masks, they may obtain them at the Central Library, the E.H. Hereford University Center's front desk or in their department. Students who refuse to wear a facial covering in class will be asked to leave the session by the instructor, and, if the student refuses to leave, they may be reported to UTA's Office of Student Conduct.

Attendance

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator of student success. Each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report must the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Canvas. This date is reported to the Department of Education for federal financial aid recipients.

Academic Success Center

The Academic Success Center (ASC) includes a variety of resources and services to help you maximize your learning and succeed as a student at the University of Texas at Arlington. ASC services include supplemental instruction, peer-led team learning, tutoring, mentoring and TRIO SSS. Academic Success Center services are provided at no additional cost to UTA students. For additional information visit: [Academic Success Center](#). To request disability accommodations for tutoring, please complete this [form](#).

The IDEAS Center (<https://www.uta.edu/ideas/>) (2nd Floor of Central Library) offers **FREE tutoring** and **mentoring** to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

The Spanish Writing Center

The mission of the Spanish Writing Center is to provide support to Spanish students in editing and correcting the texts they write in their courses. The Center also provides tutoring services to Spanish majors and minors, as well as outreach, in the form of design and technical support, in the UTA community and beyond. To make an appointment visit: <https://www.facebook.com/UTASWC>.

Librarian to Contact

Each academic unit has access to [Librarians by Academic Subject](#) that can assist students with research projects, tutorials on plagiarism and citation references as well as support with databases and course reserves.

Emergency Phone Numbers

In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381.