

## TRIP Certificate Translation Practical Exam

### **INSTRUCTIONS FOR STUDENTS:**

#### **Preparing for the Exam:**

Translation practical exams must receive a high grade, an A- or greater, because the Graduate Certificate in Translation is meant to demonstrate recipients' ability to translate at a professional level. TRIP encourages students to take advantage of practice opportunities well in advance of the exam date to prepare. *Ask the faculty member giving you your exam for practice materials and suggestions.*

#### **Arranging the Exam:**

Begin the process of scheduling the practical exam early in the semester (typically the Spring semester) by requesting a faculty member of your choice to serve as your examiner. In general, you should select a faculty member based on your shared first language (e.g. native speakers of Arabic would select a faculty member who is a native speaker of Arabic). Confirm the source text language with the faculty member and let them know whether the exam will be in a literary or non-literary text. *You may contact the TRIP Coordinator to request a list of faculty for your language pair.*

Next, inform the TRIP Coordinator of your examiner. The TRIP Coordinator will work with your faculty examiner to ensure your exam content is provided to the University Testing Center by the designated week for the exam (typically early April).

Exams will be proctored by the [University Testing Center](#). [Schedule your practical exam](#) during the designated week for a three-hour time block. The testing center requires a minimum of 48 hours advance notice to schedule the exam, so be sure to plan ahead. Once you open the link, for "Select Exam Type," choose "Translation Research and Instruction Program (TRIP)." Then, for "Choose an exam," select "TRIP Certificate in Translation Practical Exam."

#### **Taking the Exam:**

The literary or non-literary text to be translated, as chosen by your examiner, will be provided to you by the UTC at the time of the exam. You are expected to translate the piece provided by your examiner in its entirety at a high quality. The length will be appropriate for the three-hour exam period.

You are responsible for being able to type your translation on the University Testing Center computer. If you have not already learned how to type on an English language keyboard and will be translating into a language other than English, you must practice in the Testing Center in advance to prepare. No alternative arrangements may be made. This skill must be learned.

You have three hours (maximum) to complete the translation from source text into the target text. If you do not stop translating at the end of three hours and submit your translation, you will fail the exam.

Two dictionaries are permitted; however, only one of the two dictionaries may be an online dictionary. Online translation tools, such as Google Translate, may not be used. The Testing Center records online sources used during the exam.

**After the Exam:**

The University Testing Center returns completed exams to the TRIP Coordinator, who shares them with faculty examiners, along with a copy of the Translation Practical Exam Grade Sheet. Exams are generally graded within a two-week time frame.

To pass, translations must receive an A- or higher on the exam. Those who do not earn this score can retake the exam. The grade is calculated as follows: 80% for accuracy (faithfulness to the source text, precision) and 20% for fluency (readability; coherence; raising no questions for the reader). A single error of meaning will result in a failed exam.