



ReSPA

Regional School
of Public Administration

TRAINING IN TRANSLATION TECHNIQUES

14 – 16 October 2015

Danilovgrad, Montenegro

UPDATED PROVISIONAL PROGRAMME

Background

In line with its overall mission and its Programme of Work (POW) 2015, ReSPA aims to support the process of European integration in the Western Balkan region. Strengthening institutional capacities for quality translation and development of national versions of the *EU acquis* has been recognized as one of the key subtopics and priorities in this area for which further capacity building activities are required at a regional level. ReSPA is therefore organising a three-day training in translation techniques for civil servants working for ReSPA Members' institutions responsible for translation of the *EU acquis* or coordination of this process.

Objectives

The objective of this training course is to enhance participant's knowledge of translation techniques, their application to the speciality of legal translation and the particular procedure of translation as part of the transposition of the *acquis* into national law.

Content

The course will span over three days, each with a different focus. The first will concentrate on language and translation techniques in general. The second day will examine peculiarities of legal translation, especially in the EU context. The third day will focus on different types of revision in the context of translation of legal acts and will contain an overall wrap-up session of the training.

Target Group

The target audience are civil servants involved in the translation process in the public administration of ReSPA Members (Albania, Bosnia and Herzegovina, Macedonia, Montenegro and Serbia) and Kosovo* as a beneficiary of ReSPA's activities.

Participants are required to have hands-on experience in the translation of EU legislation and national documents for the purposes of European integration, as they will be required to engage in group discussions and information sharing on the topics covered in this seminar.

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This designation is without prejudice to positions on status, and is in line with UNSCR 1244 and ICJ Advisory opinion on the Kosovo Declaration of independence.

Workshop Trainers

Dr. Aleksandar Kavgic, trainer No 1, is a lecturer at the University of Novi Sad, with an excellent knowledge of the theory and practice of translation, its limits and appropriate application, as well as general linguistics, corpus linguistics, theoretical grammar and a range of CAT applications.

Dr. Aleksandra Cavoški, trainer No 2, is a lawyer who is well-versed in both civil and common law having worked in both legal environments, and whose career has been focused on EU law and its translation, teaching and training on the subject, and has taken a leading role in EU projects to translate the acquis.

Methodology

A 3-day workshop is planned in which the trainers will make a number of short presentations followed by case studies and exercises that activate participants and make use of their own skills. The exercises will be designed to expose legitimate differences of opinion and generate discussions that will allow the sharing of experience between participants, apart from allowing the trainers to impart their own expertise through practical examples.

DRAFT AGENDA

Day 1 – Wednesday, 14 October 2015

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| 09:30-10:00 | Introduction: overview of translation techniques and translation theories |
| 10:00-11:00 | Literal translation |
| 11:00-11:15 | Coffee break |
| 11:15-12:15 | Non-literal translation |
| 12:15-12:45 | Literal vs. non-literal translation |
| 12:45-13:00 | Wrap-up of the morning with a short QA session |
| 13:00-14:30 | Lunch |
| 14:30-15:00 | Word formation and neologisms |
| 15:00-15:30 | Paraphrasing and logical derivation |
| 15:30-15:45 | Coffee break |
| 15:45-16:15 | Translation intelligence: choosing the optimal technique for a particular text |
| 16:15-17:00 | Wrap-up, QA, assessment of the day |

Day 2 – Thursday, 15 October 2015

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| 09:30-9:40 | Brief introduction |
| 09:40-10:30 | Legal translation as a special type of translation |
| 10:30-10:45 | Coffee break |
| 10:45-11:45 | Interactive work with participants |
| 11:45-13:00 | Legal translation in the EU |
| 13:00-14:30 | Lunch |
| 14:30-15:00 | EU legal and expert terminology |
| 15:00-15:15 | Coffee break |
| 15:15-16:30 | Interactive work with participants |
| 16:30-17:00 | Wrap-up, QA, assessment of the day |

Day 3 – Friday, 16 October 2015

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| 9:30-10:30 | Standardisation of translation services: A must or an unnecessary cost? |
| 10:30-10:45 | Coffee break |
| 10:45-11:30 | Importance of revision for quality translation process |
| 11:30-12:30 | Expert revision, Legal revision, Language revision |
| 12:30-13:00 | Wrap-up, QA, assessment of the course |
| 13:00-14:30 | Lunch |