

## COURSE FACT SHEET

# PSP60816 – Advanced Diploma of Translating (English to Mandarin)

**For domestic students and non-student temporary visa holders with full study right**

### Global Business College of Australia:

We are a vocational education and training provider committed to improving students' practical application abilities and skills, by providing students with high quality international education services to better prepare them for the workforce.

**GBCA Values:** Innovative Minds, Caring Hearts, Global Skills

### Course Description:

This course is designed for students who are planning to work as a translator (English → Mandarin) typically in the community and business domains in personal documents, government, legal, health, technology, business, community, education, tourism, finance, consumer affairs, insurance, culture, science and commerce and economics. Candidates studying this program have Mandarin as their strongest language.

The Advanced Diploma of Translating prepares translators to translate texts where there may be significant equivalence problems between source and target text, the subject of the text has its own specific terminology, or there is need to undertake extensive research and translate complex language and concepts. Specific audiences may be found in commerce and marketing, government and international relations – including immigration, both regular and humanitarian – the media, and sectors generally considered to be professional, such as law, health and medicine, technology and science. Assignments may deal with material which requires significant quality assurance processes as the consequences of mistranslation can be far reaching.

### Industry endorsement

***This program is endorsed by the National Accreditation Authority for Translators and Interpreters (NAATI). Students who successfully graduate from this qualification will be eligible to sit certification test for the: NAATI Certified Translator.***



**Course duration:** Delivery will occur over 52 weeks (including 12 weeks catch up class, reassessment and course breaks).

**Schedule:** 12 contact hours per week

**Delivery mode:** Face -to-face and virtual classroom delivery via Zoom (during lock down)

**Campus location and delivery site:** 337-339 La Trobe Street, Melbourne 3000

**Entry requirements:** Applicants must satisfy all requirements as below:

- Students must demonstrate that they have sufficient language, literacy and numeracy skills to undertake the course, plus
- Successful completion of a Mandarin reading and writing test. Applicant may be interviewed if further information is required.

Domestic applicants will undertake the language, literacy and numeracy test and the digital skill test as part of the Pre-Training Review.

**Material requirement:**

Students are required to bring their own laptop with Microsoft Office 2007 or a later version installed for face to face classes.

**Course Structure:**

Unit of Competency
PSPTIS100 Apply codes and standards to professional judgement
PSPTIS002 Build glossaries for translating and interpreting assignments
PSPTIS101 Negotiate translating and interpreting assignments
PSPTIS066 Apply theories to translating and interpreting work practices
PSPTIS070 Prepare translated transcripts
PSPTIS071 Translate multimedia source material
PSPTIS021 Translate and certify non-narrative text
CUAWRT401 Edit texts
PSPTIS060 Analyse text types for translation of special purpose texts (LOTE-English)
PSPTIS067 Demonstrate complex written LOTE proficiency in different subjects and cultural context
PSPTIS064 Read and analyse special purpose English texts to be translated
PSPTIS062 Translate special purpose texts from English to LOTE
PSPTIS061 Quality assure translations

**Assessment methods:**

A variety of assessment methods will be used throughout the course, including: Product based methods, Portfolio, questioning...

**Tuition and Non-Tuition fees:** Please refer to the Fee Schedule.

**Compliant statement:**

GBCA is responsible for providing compliant training and assessment, and issuing of the AQF certification documentation for qualifications detailed in its scope of registration on the National Training Register ([training.gov.au](http://training.gov.au)).

**Government funding:**

This course is delivered with Victorian and Commonwealth Government funding under the Skills First Program. Individuals with disabilities are encouraged to apply for training subsidised through the Skills First Program.

**Course enquiries:**

Tel: 9041 3050

Email: [enquiry@gbca.edu.au](mailto:enquiry@gbca.edu.au)

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