

Subject card

Subject name and code	Translation of Administrative-Legal Texts I, PG_00209466						
Field of study	German Studies						
Date of commencement of studies	October 2026		Academic year of realisation of subject			2027/2028	
Education level	Bachelor's studies		Subject group			Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study	
Mode of study	part-time studies		Mode of delivery			at the university	
Year of study	2		Language of instruction			Polish	
Semester of study	4		ECTS credits			3.0	
Learning profile	academic		Assessment form			credit	
Conducting unit	Division of German Language and Translation Studies -> Institute of German Philology -> Faculty of Languages -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Marta Turska				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	20.0	0.0	0.0	0.0	20
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	20		2.0		53.0	75
Subject objectives	The aim of the course is to familiarise students with the specific characteristics of written translation in the field of administrative and legal texts. The course covers an analysis of the stylistic and lexical characteristics of these texts, raising awareness of the differences between the Polish and German legal systems, developing practical translation and technical skills, terminology discussions, student translations, and discussions of the translations and any differences in the translations and terminology.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[FGL3_K01] They are ready to critically evaluate the knowledge they have acquired during their studies in Germanic Philology and to what extent the content they have received corresponds to this knowledge	The student critically assesses their own knowledge of terminology and legal and administrative provisions, and is able to supplement their knowledge where necessary.	[SK1] oral statement/conversation/discussion [SK3] text preparation/written work
	[FGL3_U08] They possess basic skills in translating selected types of texts in the language pair Polish / German based on the principles of translation studies	He/she is able to translate standard and typical administrative and legal texts from German into Polish and vice versa.	[SU3] text preparation/written work [SU4] test/exam - oral or written [SU6] demonstration of practical skills
	[FGL3_U03] They can apply knowledge of humanities and social sciences useful in the work of a German philologist	The student is able to compare the definitions of Polish and German legal terms and use the appropriate terms in a translation.	[SU3] text preparation/written work [SU6] demonstration of practical skills
	[FGL3_K05] They are ready to responsibly perform professional roles in various areas of German Philology, including complying with professional ethics and intellectual property protection rules and requiring the same from others	He/she is prepared to adhere to the code of professional ethics applicable to the translation profession and is aware of a translator's responsibility for the quality of the translation.	[SK1] oral statement/conversation/discussion
Subject contents	As part of the course, texts most commonly encountered in a translator's practice are discussed and translated, namely: various types of consumer contracts, employment contracts, employment certificates and notices of termination. The course involves both independent work and group work by students. The lecturer assigns or provides students with materials for translation, endeavouring as far as possible to maintain a balance between Polish and German texts. Students develop their practical translation skills in both languages (German and Polish).		
Prerequisites and co-requisites	Selection of the subject "Translation of administrative and legal texts". Knowledge of German and Polish at a level which allows you to achieve the desired effects.		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Assessment colloquium	51.0%	50.0%
	preparing written questions/ translations of texts indicated by the teacher	51.0%	50.0%
Recommended reading	Basic literature	Schwierskott E., Niemiecki język prawniczy w 40 lekcjach, C.H. Beck, Warszawa 2009. Burda U., Dickel A., Olpińska M., Verwaltungssystem. Spracharbeitsbuch Band 3. C.H. Beck, Warszawa 2008.	

	Supplementary literature	Gliwiński T., Weigt Z., Fachdeutsch für Dolmetscher und Übersetzer, Energiea, Warszawa 1997. Seńko W. (red.), O poprawnym przekładaniu, wyd. Marek Derewiecki, Kęty 2006. Iluk J., Kubacki, A. D., Wzory polskich i niemieckich dokumentów do ćwiczeń translacyjnych / Muster polnischer und deutscher Dokumente für Translationsübungen, Wydawnictwo Gnome, Katowice 2003. Kubacki, A.D., Odpowiedzialność zawodowa tłumaczy przysięgłych, w: Język, Komunikacja, Informacja, P. Nowak, P. Nowakowski (red.), 3/2008: 149161. Nartowska, K. Ustawa o zawodzie tłumacza przysięgłego a tłumaczenie sądowe w Polsce. Rocznik Przekładoznawczy nr 13, 2018, 172193. Osiewicz-Maternowska, M., O klasyfikacji i tłumaczeniu wybranych polskich umów zobowiązaniowych na język niemiecki, RocznikPrzekładoznawczy nr 16, 2021, 139158. Pawęska M., Lexikon der juristischen Fachbegriffe, C.H. Beck, Warszawa 2008. Zieliński, L., Między normą (prawną) a racjonalnym działaniem. Wybrane dylematy pracy tłumacza przysięgłego na rzecz organów ścigania, Rocznik Przekładoznawczy nr 16, 2021, 257282. The literature will be kept up to date and updated by the class teacher.
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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