



Course Information

A: Division: Instructional Division

Date:

10 October 1996

B: Department: Child, Family and Community Studies

New Course:

Program: Program of Sign Language Interpretation

Revision of Course Information form:

13 May 1996

C: INTR 310 D: Professional & Business Practices E: 3
 Subject & Course No. Descriptive Title Semester Credit

F: Calendar Description: This course will give students additional opportunities to explore the roles and responsibilities of the interpreter as a professional. Focus will be on employment preparation and business skills for the freelance interpreter.

Summary of Revisions: (Enter date & section) Eg: Section C,E,F
 2 February 1995: Sections A, B, C
 5 October 1995: Section R
 13 May 1996: Sections C, E, G
 10 October 1996: Section H

G: Type of Instruction: Hours per Semester
 Lecture\Practice: 45 Hrs.
 Laboratory: Hrs.
 Seminar: Hrs.
 Clinical Experience: Hrs.
 Field Experience: Hrs.
 Practicum: Hrs.
 Shop: Hrs.
 Studio: Hrs.
 Student Directed: 15 Hrs.
 Learning: Hrs.
 Other: Hrs.
 Total: 60 Hrs.

H: Course Prerequisites:
 INTR 145 AND INTR 225 AND ASLS 275

I: Course Corequisites:
 Nil

J: Course for which this Course is a Prerequisite:
 Nil

K: Maximum Class Size:
 16

L: College Credit Transfer
 College Credit Non-Transfer

M: Transfer Credit: Requested:
 Granted:

Specify Course Equivalents or Unassigned Credit as appropriate:

U.B.C. *
 S.F.U. *
 U. Vic. *
 Other: *

Non-Credit

(Jan Humphrey) Course Designer

 Director

Vice President Instruction

 Registrar

N: Textbooks and materials to be purchased by students
(Use Bibliographic Form):

T.B.A.

Sections O, P, R

Major Concepts: *global ideas that guide the design and delivery of the course*

1. An interpreter in professional practice is expected to be familiar with the interpreting market place. These characteristics will be applied when the interpreter determines and articulates appropriate working conditions, fee scales, and the benefits of working as an agency interpreter and/or as a contract interpreter.
2. Professional practitioners are called upon to demonstrate the ability to apply higher level reasoning to a variety of situations, enhancing their ability to resolve conflict resolution, make an appropriate choice in an ethical dilemma, mediate cultural differences, and work effectively with others.
3. In addition to technical skill, professionalism and attitudinal appropriateness, interpreters are expected to develop identifiable business skills in order to function effectively as an agency or private practice business person. This includes a knowledge of networking with other professionals, record keeping, billing, collections, and governmental reporting practices.
4. Professional interpreters are required to demonstrate the ability to negotiate working conditions and fees when accepting a job, and to demonstrate effective organizational, time and stress management skills.
5. An interpreter in private practice is expected to be able to design effective and appropriate business cards, advertisements, and a field-appropriate resume/portfolio.
6. Commitment to professional excellence by becoming a certified practitioner is the goal of competent interpreters.

Section R

Evaluation: This course shall be graded on a Mastery/Non-Mastery Basis

Selection of evaluation and assessment tools for this course will be based on:

1. Adherence to college evaluation policy regarding number and weighting of evaluations, i.e. a course of three credits or more should include at least five separate evaluations.
2. A combination of evaluation instruments that includes opportunities for students to demonstrate different ways of knowing, i.e. oral, individual, group, narrative, research.
3. A developmental approach to evaluation that is sequenced and progressive.
4. Evaluation being used as a teaching and learning tool for both students and instructors.
5. Commitment to student participation in evaluation through such processes as self and peer evaluation, participation in instrument design and program/instructor evaluation.