



## SYLLABUS

### Information and Communication Technology (2)

Academic year 2025-2026

#### 1. Information about the study program

1.1. University	Babeș-Bolyai University
1.2. Faculty	The Faculty of Letters
1.3. Department	Applied Modern Languages
1.4. Field of study	Philology
1.5. Study cycle (BA/MA)	University, Master's level
1.6. Study programme/Qualification	European Master's Degree in Translationology-Terminology/ Master's Degree
1.7. Enrolment frequency	Full time

#### 2. Information about the subject

2.1. Course title			Information and Communication Technology (2)					Course code		LMT1204	
2.2. Course tutor					Cristina Varga, Ph.D. Lecturer						
2.3. Seminar / practical course (laboratory) tutor					Cristina Varga, Ph.D. Lecturer						
2.4 Year of study	1	2.5 Semester	2	2.6. Type of assessment	V	2.7. Course status	Contents		DA		
							Mandatory				

#### 3. Total estimated time (teaching hours per semester)

3.1. Number of hours per week	3	of which: 3.2 course		3.3 seminar / practical course (laboratory)	3
3.4. Total number of hours in the curriculum	42	of which: 3.5 course		3.6 seminar / practical course (laboratory)	42
<b>Allotted time for individual study (ID) and self-study activities (SA)</b>					<b>hours</b>
Study based on textbook, course manual, recommended bibliography, personal notes (SA)					20
Additional research (in the library, online scientific databases/platforms, or field documentation)					20
Preparation for seminars / laboratory classes/ essays/ projects/ homework/ portfolios and reports					7
Tutoring					6
Assessment (examinations)					3
Other activities:					-
3.7. Total hours for individual study (ID) and self-study activities (SA)	4 X 14 = 56				
3.8. Total hours per semester	7 X 14 = 98				
3.9. Number of credits	5				

#### 4. Prerequisites (if necessary)

4.1. curriculum	Not applicable
4.2. skills	Not applicable

#### 5. Conditions (if necessary)



5.1. for delivering lectures	
5.2. for teaching seminars / practical courses (laboratory classes)	Computer lab, projector, laptop, internet connection

## 6. Acquired specific skills

<b>Professional skills</b>	<ul style="list-style-type: none"> <li>• C1 Knowledge and application of specialised translation techniques/methods/tools for complex fields (depending on options studied: scientific, technical, economic, legal) for language combination A, B, C;</li> <li>• C4 Knowledge and use of IT tools for carrying out computer-assisted specialised translations;</li> <li>• C5 Knowledge and application of marketing and management techniques/methods/tools specific to professional specialised translation;</li> </ul>
<b>Transversal skills</b>	<ul style="list-style-type: none"> <li>• CT1. Optimal management of professional tasks and ability to meet the deadlines in a rigorous, effective, and responsible manner. Knowledge acquisition relating to the Code of ethics and compliance with the rules of ethics specific to the field (e.g. fairness, confidentiality)</li> <li>• CT3. Learning to use computer applications to assist translators and terminologists.</li> </ul>

## 7. Course objectives (derived from the acquired specific skills)

<b>7.1 General objective of course</b>	<ul style="list-style-type: none"> <li>• to familiarise students with specific applications used in terminology, terminography and translation, both in the context of scientific research and in the professional context of the labour market.</li> <li>• knowledge and correct use of these applications.</li> </ul>
<b>7.2 Specific objectives</b>	<ul style="list-style-type: none"> <li>• to know all the steps involved in terminology research/production of a terminology product;</li> <li>• choose relevant sources of terminological information and documentation;</li> <li>• know the standards (ISO) on which terminology research is based.</li> </ul>

## 8. Contents

8.2 Seminar / practical course (laboratory class)	Teaching methods	Remarks
Course - week 1 Topics: MsWord, MsExcel and Google docs - terminology applications; Students' assignment: translation and terminology research.	<ul style="list-style-type: none"> <li>• the use of an interactive lecture-based course;</li> <li>• in-class discussion/examination based on film examples/sequences;</li> <li>• presentation of papers in practical classes;</li> <li>• debate on given topics.</li> </ul>	
Course - week 2 Electronic tools in terminology research. Corpus creation and exploration. SketchEngine. Students' assignment: to carry out exercises using SketchEngine.		
Course - week 3		



Electronic tools in terminology research. Exploration and corpus analysis. AntConc. Students' assignment: carry out exercises with AntConc.		
Course - week 4 Electronic tools in terminology research. Creating conceptual schemes. MindMeister. Students' assignment: to carry out exercises to create a conceptual scheme.		
Course - week 5 Electronic tools in terminology research. Terminology extraction: One click terms. Students' assignment: carry out terminology extraction exercises with One click terms.		
Course - week 6 Electronic tools in terminology research. Terminology extraction: Lexicool ( <a href="https://www.lexicool.com">https://www.lexicool.com</a> ). Students' assignment: carry out exercises to create a terminology record.		
Curs - week 7 Tematica: Tematică: Instrumente electronice în cercetarea terminologică. Extracția terminologică: AntConc; Obligația studenților: efectuarea de exerciții de extracție terminologică.		
Course - week 8 Topic: strategies for identifying and documenting online terms: advanced search operators Google Search. Students' assignment: conduct terminology search exercises using advanced search operators.		
Course - week 9 Topic: online terminology databases: Terminologue ( <a href="https://www.terminologue.org/">https://www.terminologue.org/</a> ). Students' assignment: to carry out exercises in the use of online terminology databases.		
Course - week 10 Topic: online terminology databases: Termbases ( <a href="https://www.termbases.eu/">https://www.termbases.eu/</a> ). Students' assignment: to carry out exercises in the use of online terminology databases.		
Course - week 11 Topic: sources of terminological documentation: glossaries and specialised online dictionaries: TermCoord ( <a href="https://termcoord.eu/terminology-websites/">https://termcoord.eu/terminology-websites/</a> ). Students' assignment: to carry out terminology documentation exercises.		
Course - week 12 Topic: Creating terminological records - Ms Word. Students' assignment: to carry out exercises to create a corpus.		



Course - Sept.13 Topic: Correction/Revision in Terminology. Students' assignment: carry out revision and proofreading exercises on terminology projects.		
Course - week14 Topics: Other proofreading/revision tools in terminology. Online spell checkers. Students' assignment: to carry out revision and proofreading exercises on terminology projects. Publishing glossaries in an online database. Adding terms in the database.		
<p><b>Bibliography</b>  Geoffrey Samuelsson-Brown (2010): A Practical Guide for Translators, Bristol: Channel View Publications / Multilingual Matters.  Didier Bourigault, Christian Jacquemin, Marie-Claude L'Homme (2001): Recent advances in computational terminology, Amsterdam: Benjamins.  Sue Ellen Wright, Gerhard Budin (2001): Handbook of terminology management: Application-oriented terminology management, Amsterdam: Benjamins.  Guzmán, R. (2011): 'Translation Memory Maintenance: Playing Hide and Seek', Translation Journal, vol. 16, No. 3. (to be published in July 2011)  Guzmán, R. (2009): 'Uncontrolled Terminology and MT: The Importance of Making Good Comparisons', Translation Journal, vol. 13, No. 2.  Guzmán, R. (2008): 'Advanced automatic MT post-editing', Multilingual, #95, vol. 19, issue 3, pp. 52-57.  Guzmán, R. 2007, 'Manual MT Post-editing: "if it's not broken, don't fix it!"', Translation Journal, vol. 11, No. 4.  Ciobanu, Georgeta; Varga, Cristina (2010): Les compétences du terminologue rapportées au Web 2.0, Realiter, URL: <a href="http://realiter.net/spip.php?article2011">http://realiter.net/spip.php?article2011</a>;  Varga, Cristina (2006): „Instrumente Informatice Implicate în Cercetarea Terminologică” in Uniterm, Timisoara, URL: <a href="http://ubbcluj.academia.edu/CristinaVarga/Papers/701296/Instrumente_Informatice_Implicate_in_Cercetarea_Terminologica">http://ubbcluj.academia.edu/CristinaVarga/Papers/701296/Instrumente_Informatice_Implicate_in_Cercetarea_Terminologica</a>  Dennett, Gerald Translation Memory: Concept, products, impact and prospects. Project Report School of Electrical, Electronic and Information Engineering, 1995. <a href="http://www.tradulex.org/Bibliography/Dennett.pdf">http://www.tradulex.org/Bibliography/Dennett.pdf</a>  Webb, Lynn E. (1992): Advantages And Disadvantages Of Translation Memory: A Cost/Benefit Analysis. [<a href="http://www.webbsnet.com/translation/thesis.html">http://www.webbsnet.com/translation/thesis.html</a>]  *** Documentația TRADOS</p>		

## 9. Validating course contents based on the expectations of epistemic communities, professional associations and of potential employers related to the field of study.

- Our academic objectives are correlated with and permanently checked against the directions of the epistemic community and the expectations of employers recruiting graduates of Applied Modern Languages programs, such as chambers of commerce and industry, European institutions, national and international bodies and companies, diplomacy structures, media, translation and tourism agencies, economic factors, and public establishments, to name a few. The Department of Applied Modern Languages collaborates on an ongoing basis with a number of socio-economic and professional stakeholders, namely with Viking, WeLocalize, Alstom, EXL, XTENSOS, in compliance with the standards issued by the Romanian Agency for Quality Assurance in Higher Education (ARACIS).

## 10. Assessment (examination)

Type of activity	10.1 Assessment criteria	10.2 Assessment methods	10.3 Weight in the final grade
------------------	--------------------------	-------------------------	--------------------------------



10.5 Seminar/ practical course (laboratory class)	Assessment will be done both during the semester and during the final check	Attendance, course work, homework and the semester project form part of the final grade and are the on-going verification. The arithmetic mean of each element is taken separately. The final grade is the arithmetic mean of the attendance, coursework, homework, term project and mid-term check.	25% - final check 75% - homework (25%), attendance and coursework (25%), project (25%).
10.6 Basic performance standard			

## 11. Labels ODD (Sustainable Development Goals)

	Eticheta generală pentru Dezvoltare durabilă

Date:

05.02.2025

Course tutor's name and signature,

Cristina Varga, Ph.D. Lecturer

Seminar tutor's name and signature  
/

Practical course tutor's (Laboratory tutor's) name and signature,

Cristina Varga, Ph.D. Lecturer



UNIVERSITATEA BABEȘ-BOLYAI  
BABEȘ-BOLYAI TUDOMÁNYEGYETEM  
BABEȘ-BOLYAI UNIVERSITÄT  
BABEȘ-BOLYAI UNIVERSITY  
TRADITIO ET EXCELLENTIA



Facultatea de Litere  
Str. Horea nr. 31  
400202, Cluj-Napoca  
<https://lett.ubbcluj.ro>

Date of approval:

14.02.2025

Head of Department's name and signature,

Renata Georgescu, Ph.D. Associate Professor