Universidad de Alcalá

TRABAJO FIN DE GRADO

Grado en Lenguas Modernas y Traducción
Universidad de Alcalá

Curso Académico 2019/2020
4º Curso – 2º Cuatrimestre

GUÍA DOCENTE

Nombre de la asignatura:	**TRABAJO FIN DE GRADO**
Código:	791010 / 440027
Titulación en la que se imparte:	**Grado en Lenguas Modernas y Traducción**
Departamento y Área de Conocimiento:	Departamento de Filología Moderna Áreas de Filología Alemana / Filología Francesa / Filología Inglesa / Traducción e Interpretación
Carácter:	**Obligatorio**
Créditos ECTS:	**14**
Curso y cuatrimestre:	**4º curso / 2º cuatrimestre**
Profesorado:	Coordinadora Alcalá: Carmen Pena Díaz Coordinadora Guadalajara: Mª Mar Sánchez Ramos Coordinadora 4º LMT Guadalajara: Carmen Valero Garcés Coordinador 4º LMT Alcalá: Alfredo Álvarez Álvarez
Horario de Tutoría:	**Por determinar por parte de cada tutor**
Idioma en el que se imparte:	Inglés, francés, alemán

1. PRESENTACIÓN / COURSE DESCRIPTION

Students are required to submit a dissertation at the end of the 4th year, in fulfillment of the degree program. Its aim is to demonstrate the acquisition of the main competences of the degree by producing an original and coherent project related to their degree of Modern Languages and Translation. The dissertation should provide evidence of the students' ability to independently carry out a piece of academic work. They are expected to demonstrate the abilities and skills acquired during the study program, and the level of scientific maturity achieved. Students can choose one of the general topics listed below or present a different one to the commission that will study it. The decision on the topic will be reached jointly by the students and their supervisors. The project can also be carried out under the supervision of two tutors: one from the English section and the other one from either French or German in some cases. Do check the published norm in the Faculty website ("Normativa sobre

Trabajos Fin de Grado") for complete information about details and procedures.

Prerequisites and Recommendations

Students are required to have a C1 level of English and, if applicable, in the other language used in their project (French or German) prior to the presentation of the dissertation.

Students will be required to present an official certificate of English/French/German at C1 level. Detailed information about the procedure will be sent in due course. For those who cannot certify a C1 level of English, the possibility of an internal exam will be offered at the end of the academic year.

2. COMPETENCIAS / OBJECTIVES

Competencias genéricas / Generic competences:

1. To carry out an original piece of academic work.
2. To identify goals and objectives.
3. To design and follow a certain methodology.
4. To work independently.
5. To use bibliography and to net-surf for academic purposes.
6. To find and critically review bibliography relevant to the area of their choice.
7. To present written information, analyze and reach conclusions in a convincing manner, using appropriate academic register and conventions, and supporting claims and statements by means of arguments grounded on analysis, bibliography or criticism.
8. To defend critical opinions at a C1 level of English.

Competencias específicas / Specific competences:

1. To transfer linguistic, literary, translational and cultural knowledge to different contexts.
2. To deepen the knowledge acquired in the different courses taken in the past four years.
3. To show a thorough understanding of a topic chosen by the student.
4. To construct solid arguments.
5. To write an essay coherently structured, which engages with the relevant bibliography.
6. To conduct critical and systematic analysis leading to evaluations that respect alternative perspectives.
7. To show tolerance, sensitivity and respect for cultural and lingual diversity.

3. CONTENIDOS / COURSE CONTENTS

The main areas proposed for the dissertation are as follow:

- English/Spanish translation
- German/Spanish translation
- French/Spanish translation
- Professional uses and tools in Translation
- Cultural aspects of English/German/French/Spanish

All teachers from the degree are eligible as tutors.

4. METODOLOGÍAS DE ENSEÑANZA-APRENDIZAJE.- ACTIVIDADES FORMATIVAS / METHODOLOGY AND ACTIVITIES

The dissertation must be written in English, French or German. A detailed summary of about 10 % of the final length should be included as annex. It should be written in a different language from the body of the dissertation (English, French or German). In addition, the paper will have a short abstract (about 150-200 words) in both English and Spanish and 5-10 keywords in both languages. The length of the dissertation should be approximately between 8,000 and 12,000 words (for the body of the text including the table of contents and bibliography, excluding any annex or summaries), and should consist at least of the following sections: introduction, theoretical framework, data sample and method, analysis, conclusions and references. A table of contents is recommended. Referencing should be systematic (MLA style or APA style are recommended). Each supervisor will hold tutorials with students for help with the particulars. There will be two workshops with general information. Both will be carried out in the Fall and are compulsory.

4.1. Distribución de créditos (especificar en horas) / Student workload

Contact hours	16 group and individual tutorials, library and research workshops
Student autonomous work	344 hours independent work.

Total hours: 350	**350**

5. EVALUACIÓN: Procedimientos, criterios de evaluación y de calificación / ASSESSMENT: Assessment and grading criteria and procedures

Criterios de evaluación / Assessment criteria

Students should demonstrate they have acquired the main concepts and competences related to this subject. Students are expected to have completed the written dissertation on the basis of original topic, quality of content, adequate methodology and bibliographic resources, and sufficient critical analysis of the results. Plagiarism will not be allowed. Students should also demonstrate a C1 level of English in all four skills (reading, writing, speaking and listening).

Taking all this into consideration, students will be graded as follows:

Criterios de calificación / Grading criteria

SOBRESALIENTE (A)
> The student shows high degree of originality and depth of knowledge, clear and coherent objectives, an excellent quality in the development of the process, and excellent use of bibliographic resources. The student demonstrates a high degree of independent work, ability to present findings in a clear and systematic form and the capacity to argue effectively and coherently with the appropriate register, showing sensitivity to alternative perspectives. The student shows proficiency and scientific maturity in academic writing in English/French/German (and Spanish when applicable.

NOTABLE (B)
> The student shows a good degree of originality and knowledge, clear and coherent objectives and an adequate planning and methodology. Use of bibliography is effective and correct. The student shows ability to work individually, and presents findings in a systematic and coherent manner. The argument is correct, acknowledging alternative perspectives. The student shows an advanced level of academic writing in English/French/German (and Spanish when applicable).

APROBADO (C)
> The dissertation presents some problems with the definition of objectives, structure and methodology and is not very original, tending toward generalizations. Conclusions are not directly linked to the data and analysis presented, and a limited use of bibliographic resources is made. The student shows a sufficient level of academic writing in English/French/German (and Spanish when applicable).

SUSPENSO (F)
> The student's research presents serious problems with the definition of objectives, structure and methodology. The student does not show the ability to critically present conclusions directly linked to the data and analysis presented and he/she makes a limited and/or incorrect use of bibliographic resources. The student shows persistent problems in English/French/German (and Spanish when applicable) with evident grammatical inaccuracy and inappropriate vocabulary and register.

Suggested percentages

ASSESSMENT	PERCENTAGE	ASSESSMENT CRITERIA
Planning	40%	- Originality of the project - Definition of its objectives - Planning and structure - Methodology - Appropriate documentation and information retrieval related to the dissertation topic - Attendance to the different tutorials with the supervisor(s) and workshops. - Degree of compliance with the draft deadlines as agreed with the supervisor(s) and the regulations and guidelines
Execution	60%	- Ability to present findings in a clear and systematic form - Ability to argue in an elegant and coherent manner. - Contribution and relevance of the results - Ability to write in the foreign language according to C1 level. - Correct and coherent referencing - Use of resources and bibliography - Format and style

Procedimientos de evaluación / Assessment procedures

Students will be assessed once their supervisor has approved the dissertation and it has been submitted to the Department, together with the required documentation. Assessment will be based on the written dissertation and the record discussions and actions agreed with the supervisor(s). The submission can only take place once students have successfully completed all their credits, compulsory seminars and certified a C1 level of English in all four skills (either by providing an external certificate or if necessary by an internal exam carried out by the Department at the end of the academic year), an essential component and, therefore, a pre-requisite prior to the completion of the dissertation. There will be three time periods for submission: June, September and February. See published norms on the Faculty website for more details.

6.- BIBLIOGRAFÍA / BIBLIOGRAFÍA

The following websites provide useful information about the writing of an academic dissertation and different referencing systems. Tutors will also recommend relevant bibliography according to the subject chosen by the student.

http://biblioteca.uah.es/aprendizaje/apoyo-aprendizaje.asp
http://www3.uah.es/bibliotecaformacion/BMED/AlfaBuah/index.html
http://biblioteca.uah.es/aprendizaje/como-citar.asp
http://innoled.weebly.com/