

**Editing and revision of texts (A - Spanish)**

Code: 101431  
ECTS Credits: 6

Degree	Type	Year	Semester
2500249 Translation and Interpreting	OT	4	0

The proposed teaching and assessment methodology that appear in the guide may be subject to changes as a result of the restrictions to face-to-face class attendance imposed by the health authorities.

### Contact

Name: Maria Paz Ortuño Ortin  
Email: Paz.Ortuno@uab.cat

### Use of Languages

Principal working language: spanish (spa)  
Some groups entirely in English: No  
Some groups entirely in Catalan: No  
Some groups entirely in Spanish: Yes

### Prerequisites

- To take this subject, students must be able to read and understand academic texts in Spanish.
- This subject requires a native or near-native level of Spanish to apply revision criteria with total reliability.

### Objectives and Contextualisation

The purpose of this subject is to ensure that the student has a satisfactory knowledge of language A in order to work competently in the editorial world.

On successfully completing this subject, students will be able to apply lexicon, morphosyntactic, textual, rhetorical knowledge and linguistic variation in the revision and editing of written texts for publication.

### Competences

- Producing written texts in language A in order to translate.
- Understanding written texts in language A in order to translate.
- Using documentation resources in order to translate.

### Learning Outcomes

1. Applying lexical, morphosyntactic, textual, rhetorical and linguistic variation related knowledge: Applying graphical, lexical, morphosyntactic, textual, rhetorical and linguistic variation related knowledge.
2. Applying the documentation resources in order to solve translation problems: Applying the documentation resources in order to solve translation problems of non-specialised texts.
3. Applying the documentation resources in order to solve translation problems: Applying the documentation resources in order to solve translation problems.
4. Comprehending the communicative purpose and sense of written texts of several fields: Comprehending the communicative purpose and sense of written texts of several fields.

5. Implementing strategies in order to understand written texts from different fields: Implementing strategies in order to understand written texts from different fields.
6. Producing written texts from different fields and with specific communicative purposes: Producing written texts from different fields and with specific communicative purposes.
7. Producing written texts that are appropriate to their context and possess linguistic correctness: Producing a diverse typology of non-specialised written texts that are appropriate to their context and possess linguistic correctness.
8. Producing written texts that are appropriate to their context and possess linguistic correctness: Producing written texts that are appropriate to their context and possess linguistic correctness.

## Content

The work students carry out mainly consists of:

- Tasks related to the revision and editing of editorial texts
- Application of lexicon, morphosyntactic, textual, rhetorical knowledge and linguistic variation in the revision and editing of written texts for publication
- Specific strategies used in the editorial world in the process of text editing.
- Application of documentation resources when solving given problems regarding the revision and editing of editorial texts

## Methodology

Learning activities are organised into three categories based on the degree of student autonomy involved:

- Directed activities: carried out according to a set timetable and in the presence of a lecturer.
- Supervised activities: carried out under the supervision of a lecturer or tutor.
- Autonomous activities: carried out by students without supervision, requiring them to organise their own time and work (either in groups or individually).
- Theoretical explanations: exposition of linguistic, stylistic and orthotypographical problems.

Annotation: Within the schedule set by the centre or degree programme, 15 minutes of one class will be reserved for students to evaluate their lecturers and their courses or modules through questionnaires.

## Activities

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Exercises in class	44	1.76	1, 2, 3, 5, 4, 8, 6
Type: Supervised			
Individual realization of an editing work	25	1	1, 2, 3, 5, 4, 8, 7, 6
Preparation of the evaluation test	19	0.76	1, 2, 3, 5, 4, 8, 7, 6
Type: Autonomous			
Preparation of directed and supervised activities	50	2	1, 2, 3, 5, 4, 8, 7, 6

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## Assessment

Assessment is continuous. Students must provide evidence of their progress by completing 4 tasks and tests. Tasks and tests deadlines will be indicated in the course schedule on the first day of class. The information on assessment activities and their weighting is a guide. The subject's lecturer will provide full information when teaching begins.

### Review

When publishing final marks prior to recording them on students' transcripts, the lecturer will provide written notification of a date and time for reviewing assessment activities. Students must arrange reviews in agreement with the lecturer.

### Missed/failed assessment activities

Students may retake assessment activities they have failed or compensate for any they have missed, provided that those they have actually performed account for a minimum of 66.6% (two thirds) of the subject's final mark and that they have a weighted average mark of at least 3.5.

The lecturer will inform students of the procedure involved, in writing, when publishing final marks prior to recording them on transcripts. The lecturer may set one assignment per failed or missed assessment activity or a single assignment to cover a number of such activities. Under no circumstances may an assessment activity worth 100% of the final mark be retaken or compensated for.

### Classification as "not assessable"

In the event of the assessment activities a student has performed accounting for just 25% or less of the subject's final mark, their work will be classified as "not assessable" on their transcript.

### Misconduct in assessment activities

Students who engage in misconduct (plagiarism, copying, personation, etc.) in an assessment activity will receive a mark of "0" for the activity in question. In the case of misconduct in more than one assessment activity, the student involved will be given a final mark of "0" for the subject. Assessment activities in which irregularities have occurred (e.g. plagiarism, copying, impersonation) are excluded from recovery.

## Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Exam	20%	3	0.12	1, 2, 3, 5, 4, 8, 7, 6
Individual assignment (text editing)	40%	4	0.16	1, 2, 3, 5, 4, 8, 7, 6
Practical exercise editing text	20%	2	0.08	1, 5, 4, 8, 7, 6
Practical exercises done in the revision texts	20%	3	0.12	1, 2, 3, 5, 4, 8, 7, 6

## Bibliography

Gómez Torrego, *Ortografía de uso del español actual*, SM., Madrid, 2003

*Hablar y escribir correctamente. Gramática normativa del español*, 2 vols., Arco/Libros, Madrid, 2006.

Martínez de Sousa, José, *Ortografía y ortotipografía del español actual*, Trea, Gijón, 2004.

Paredes García, Florentino, *Guía práctica del español correcto*, Guías prácticas del Instituto Cervantes, Instituto Cervantes-Espasa, Madrid, 2009.

Real Academia Española, *Diccionario panhispánico de dudas*, Santillana, Madrid, 2005.

– *Ortografía de la lengua española*, RAE, Madrid, 2010. Gómez Torrego, *Ortografía de uso del español actual*, SM., Madrid, 2003

*Hablar y escribir correctamente. Gramática normativa del español*, 2 vols., Arco/Libros, Madrid, 2006.

## **Software**

No specific software used.