**《金融口译》课程教学大纲**

1. 课程基本信息

课程代码：18090302

课程名称：金融口译

英文名称: Finance Interpreting

课程类别：专业基础课

学　　时：32

学 分：2

适用对象：翻译专业

考核方式：考查

先修课程：无

1. 课程简介

金融口译是一门专业要求很高的职业。要成为一名优秀的译员，就必须有扎实的两种语言的功底，语言功底包括对原语和译语的熟练掌握，即对双语既能被动理解又能主动表达；既掌握双语的基本知识，又具有灵活运用双语的能力；既了解双语背后的文化，又具有跨文化沟通的斡旋能力。本课程教学内容共涉及“结清账户”、“资本需求”、“开立账户”、“外汇市场”、“国际间接投资”、“外汇”等专题。

Finance interpreting is a highly demanding profession. To be a good interpreter, we must have a solid foundation in at least two languages. A good language foundation includes the mastery of source language and target language in terms of both language comprehension and language production. We also need to have a good knowledge of the two languages, the ability to use them flexibly, a good understanding of different cultures and the ability to mediate intercultural communication. The course contents include but not limited to **CLOSING AN ACCOUNT, CAPITAL DEMAND, OPENING AN ACCOUNT, FOREIGN EXCHANGE MARKET, INTERNATIONAL INDIRECT INVESTMENT, FOREIGN EXCHANGE.**

三、课程性质与教学目的

**金融口译教学应主动融入学校课程思政教学体系，增加学生在社会、文化等多领域的知识储备，拓宽国际视野，提升综合文化素养。**

《金融口译》课程在课堂上进行简明的技巧与理论讲解和以口头输出为主、翻译金融题材的各种实践，使学生通过课堂训练，增加主动性商务表达，明显提高口语交际流利程度，掌握口译记忆、口译笔记、口头陈述、应变处理等基本技能，形成通用金融题材的基本传译能力，并对汉英的文化差异和因之形成的语言差异有所认识，**提高自主学习和商务交际的得体性和效率。**

四、教学内容及要求

Topic 1 INTRODUCING INTERPRETING

（一）目的与要求（Course Objectives & Requirements）

1.Know the professionalism of interpreting

2.Know the coping tactics of interpreting

3.Know the role of interpreting

（二）教学内容 (Teaching Contents)

Part 1

Introduction of the professionalism of interpreting

Part 2

Introduction of the coping tactics of interpreting

Part 3

Introduction of the role of interpreting

（三）思考与实践（Theory and Practice）

课后复习所学内容。

**增加学生在社会、文化等多领域的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

多媒体语音室

Topic 2 CLOSING AN ACCOUNT结清账户&CAPITAL DEMAND资本需求

（一）目的与要求（Course Objectives & Requirements）

##### Establish the glossary bank related to CLOSING AN ACCOUNT& CAPITAL DEMAND

##### Master the basic sentence patterns related to CLOSING AN ACCOUNT& CAPITAL DEMAND

##### Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for CLOSING AN ACCOUNTCLOSING AN ACCOUNT& CAPITAL DEMAND

Part 2

##### Dialogue interpreting related to CLOSING AN ACCOUNT& CAPITAL DEMAND

Part 3

Passage interpreting related to CLOSING AN ACCOUNT& CAPITAL DEMAND

（三）思考与实践（Theory and Practice）

背诵相关词汇。

**增加学生与CLOSING AN ACCOUNT结清账户、CAPITAL DEMAND资本需求相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 3 OPENING AN ACCOUNT开立账户&FOREIGN EXCHANGE MARKET外汇市场

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to OPENING AN ACCOUNT&FOREIGN EXCHANGE MARKET
2. Master the basic sentence patterns related to OPENING AN ACCOUNT&FOREIGN EXCHANGE MARKET
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for OPENING AN ACCOUNT & FOREIGN EXCHANGE MARKET

Part 2

##### Dialogue interpreting related to OPENING AN ACCOUNT & FOREIGN EXCHANGE MARKET

Part 3

##### Passage interpreting related to OPENING AN ACCOUNT & FOREIGN EXCHANGE MARKET

（三）思考与实践（Theory and Practice）

课后复习所学内容。

**增加学生与OPENING AN ACCOUNT开立账户、FOREIGN EXCHANGE MARKET外汇市场相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 4 INTERNATIONAL INDIRECT INVESTMENT国际间接投资&FOREIGN EXCHANGE外汇

（一）目的与要求（Course Objectives & Requirements）

##### Establish the glossary bank related to INTERNATIONAL INDIRECT INVESTMENT & FOREIGN EXCHANGE

##### Master the basic sentence patterns related to INTERNATIONAL INDIRECT INVESTMENT & FOREIGN EXCHANGE

##### Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

Glossary bank for INTERNATIONAL INDIRECT INVESTMENT &FOREIGN EXCHANGE

Part 2

Dialogue interpreting related to INTERNATIONAL INDIRECT INVESTMENT &FOREIGN EXCHANGE

Part 3

Passage interpreting related to INTERNATIONAL INDIRECT INVESTMENT &FOREIGN EXCHANGE

（三）思考与实践（Theory and Practice）

复习所学内容，预习下节课词汇。

**增加学生与INTERNATIONAL INDIRECT INVESTMENT国际间接投资、FOREIGN EXCHANGE外汇相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 5 TRANSFERRING BETWEEN DIFFERENT ACCOUNTS转账&INTERNATIONAL DIRECT INVESTMENT国际直接投资&TELEGRAPHIC TRANSFER电汇

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to TRANSFERRING BETWEEN DIFFERENT ACCOUNTS & INTERNATIONAL DIRECT INVESTMENT & TELEGRAPHIC TRANSFER
2. Master the basic sentence patterns related to TRANSFERRING BETWEEN DIFFERENT ACCOUNTS & INTERNATIONAL DIRECT INVESTMENT & TELEGRAPHIC TRANSFER
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for TRANSFERRING BETWEEN DIFFERENT ACCOUNTS & INTERNATIONAL DIRECT INVESTMENT & TELEGRAPHIC TRANSFER

Part 2

##### Dialogue interpreting related to TRANSFERRING BETWEEN DIFFERENT ACCOUNTS & INTERNATIONAL DIRECT INVESTMENT & TELEGRAPHIC TRANSFER

Part 3

##### Passage interpreting related to TRANSFERRING BETWEEN DIFFERENT ACCOUNTS & INTERNATIONAL DIRECT INVESTMENT & TELEGRAPHIC TRANSFER

（三）思考与实践（Theory and Practice）

结合理论知识进行相关专题的口译练习。

**增加学生与TRANSFERRING BETWEEN DIFFERENT ACCOUNTS转账、INTERNATIONAL DIRECT INVESTMENT国际直接投资、TELEGRAPHIC TRANSFER电汇相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 6 FOREIGN EXCHANGE RESERVE外汇储备

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to FOREIGN EXCHANGE RESERVE
2. Master the basic sentence patterns related to FOREIGN EXCHANGE RESERVE
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for FOREIGN EXCHANGE RESERVE

Part 2

##### Dialogue interpreting related to FOREIGN EXCHANGE RESERVE

Part 3

##### Passage interpreting related to FOREIGN EXCHANGE RESERVE

（三）思考与实践（Theory and Practice）

相关专题口译练习。

**增加学生与FOREIGN EXCHANGE RESERVE外汇储备相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 7 STOCK MARKET股票交易市场

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to STOCK MARKET
2. Master the basic sentence patterns related to STOCK MARKET
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for STOCK MARKET

Part 2

##### Dialogue interpreting related to STOCK MARKET

Part 3

##### Passage interpreting related to STOCK MARKET

（三）思考与实践（Theory and Practice）

准备课前讨论和口译；结合理论知识进行相关专题的口译练习。

**增加学生与STOCK MARKET股票交易市场相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 8 HOW TO WRITE OUT A CHECK开具支票&OPENING A LETTER OF CREDIT开立信用证

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to HOW TO WRITE OUT A CHECK & OPENING A LETTER OF CREDIT
2. Master the basic sentence patterns related to HOW TO WRITE OUT A CHECK & OPENING A LETTER OF CREDIT
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for HOW TO WRITE OUT A CHECK & OPENING A LETTER OF CREDIT

Part 2

##### Dialogue interpreting related to HOW TO WRITE OUT A CHECK & OPENING A LETTER OF CREDIT

Part 3

##### Passage interpreting related to HOW TO WRITE OUT A CHECK & OPENING A LETTER OF CREDIT

（三）思考与实践（Theory and Practice）

相关专题口译练习。

**增加学生与HOW TO WRITE OUT A CHECK开具支票、OPENING A LETTER OF CREDIT开立信用证相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 9 BUYING TRAVELER’S CHECK购买旅行支票&DISCOUNTING A BILL OF EXCHANGE贴现票据

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to BUYING TRAVELER’S CHECK & DISCOUNTING A BILL OF EXCHANGE
2. Master the basic sentence patterns related to BUYING TRAVELER’S CHECK & DISCOUNTING A BILL OF EXCHANGE
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for BUYING TRAVELER’S CHECK & DISCOUNTING A BILL OF EXCHANGE

Part 2

##### Dialogue interpreting related to BUYING TRAVELER’S CHECK & DISCOUNTING A BILL OF EXCHANGE

Part 3

##### Passage interpreting related to BUYING TRAVELER’S CHECK & DISCOUNTING A BILL OF EXCHANGE

（三）思考与实践（Theory and Practice）

准备课前讨论和口译；结合理论知识进行相关专题的口译练习。

**增加学生与BUYING TRAVELER’S CHECK购买旅行支票、DISCOUNTING A BILL OF EXCHANGE贴现票据相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 10 HANDLING WITHDRAWS办理取款&EXCHANGE RATE汇率&REVALUATION货币升值

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to HANDLING WITHDRAWS & EXCHANGE RATE & REVALUATION
2. Master the basic sentence patterns related to HANDLING WITHDRAWS & EXCHANGE RATE & REVALUATION
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for HANDLING WITHDRAWS & EXCHANGE RATE & REVALUATION

Part 2

##### Dialogue interpreting related to HANDLING WITHDRAWS & EXCHANGE RATE & REVALUATION

Part 3

##### Passage interpreting related to HANDLING WITHDRAWS & EXCHANGE RATE & REVALUATION

（三）思考与实践（Theory and Practice）

相关专题口译练习。

**增加学生与HANDLING WITHDRAWS办理取款、EXCHANGE RATE汇率、REVALUATION货币升值相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 11 MAKING A COLLECTION办理托收&CREDIT INQUIRY资信调查&HANDLING DEPOSITS办理存款

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to MAKING A COLLECTION & CREDIT INQUIRY & HANDLING DEPOSITS
2. Master the basic sentence patterns related to MAKING A COLLECTION & CREDIT INQUIRY & HANDLING DEPOSITS
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for MAKING A COLLECTION & CREDIT INQUIRY & HANDLING DEPOSITS

Part 2

##### Dialogue interpreting related to MAKING A COLLECTION & CREDIT INQUIRY & HANDLING DEPOSITS

Part 3

##### Passage interpreting related to MAKING A COLLECTION & CREDIT INQUIRY & HANDLING DEPOSITS

（三）思考与实践（Theory and Practice）

相关专题口译练习。

**增加学生与MAKING A COLLECTION办理托收、CREDIT INQUIRY资信调查、HANDLING DEPOSITS办理存款相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 12 EXTENDING LOAN贷款&INTERNATIONAL FINANCE MARKET国际金融市场&MONEY货币

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to EXTENDING LOAN & INTERNATIONAL FINANCE MARKET & MONEY
2. Master the basic sentence patterns related to EXTENDING LOAN & INTERNATIONAL FINANCE MARKET & MONEY
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for EXTENDING LOAN & INTERNATIONAL FINANCE MARKET & MONEY

Part 2

##### Dialogue interpreting related to EXTENDING LOAN & INTERNATIONAL FINANCE MARKET & MONEY

Part 3

##### Passage interpreting related to EXTENDING LOAN & INTERNATIONAL FINANCE MARKET & MONEY

（三）思考与实践（Theory and Practice）

准备课前讨论和口译；结合理论知识进行相关专题的口译练习。

**增加学生与EXTENDING LOAN贷款、INTERNATIONAL FINANCE MARKET国际金融市场、MONEY货币相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 13 MONEY EXCHANGE货币兑换&DEVALUATION贬值&INTEREST利息

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to MONEY EXCHANGE & DEVALUATION & INTEREST
2. Master the basic sentence patterns related to MONEY EXCHANGE & DEVALUATION & INTEREST
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for MONEY EXCHANGE & DEVALUATION & INTEREST

Part 2

##### Dialogue interpreting related to MONEY EXCHANGE & DEVALUATION & INTEREST

Part 3

##### Passage interpreting related to MONEY EXCHANGE & DEVALUATION & INTEREST

（三）思考与实践（Theory and Practice）

相关专题口译练习。

**增加学生与MONEY EXCHANGE货币兑换、DEVALUATION贬值、INTEREST利息相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 14 MAIL TRANSFER信汇&SECURITY EXCHANGE证券&INTERNATIONAL MONETARY SYSTEM AND BALANCE OF PAYMENTS国际货币体系和国际收支

（一）目的与要求（Course Objectives & Requirements）

1. Establish the glossary bank related to MAIL TRANSFER & SECURITY EXCHANGE & INTERNATIONAL MONETARY SYSTEM AND BALANCE OF PAYMENTS
2. Master the basic sentence patterns related to MAIL TRANSFER & SECURITY EXCHANGE & INTERNATIONAL MONETARY SYSTEM AND BALANCE OF PAYMENTS
3. Improve the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Glossary bank for MAIL TRANSFER & SECURITY EXCHANGE & INTERNATIONAL MONETARY SYSTEM AND BALANCE OF PAYMENTS

Part 2

##### Dialogue interpreting related to MAIL TRANSFER & SECURITY EXCHANGE & INTERNATIONAL MONETARY SYSTEM AND BALANCE OF PAYMENTS

Part 3

##### Passage interpreting related to MAIL TRANSFER & SECURITY EXCHANGE & INTERNATIONAL MONETARY SYSTEM AND BALANCE OF PAYMENTS

（三）思考与实践（Theory and Practice）

准备课前讨论和口译；结合理论知识进行相关专题的口译练习。

相关专题口译练习。

**增加学生与MAIL TRANSFER信汇、SECURITY EXCHANGE证券、INTERNATIONAL MONETARY SYSTEM AND BALANCE OF PAYMENTS国际货币体系和国际收支相关的知识储备，拓宽国际视野，提升综合文化素养。**

（四）教学方法与手段（Teaching Methods & Approaches）

课堂讲授、模拟练习、讨论、学生成果展示、教学视频

Topic 15 Review

（一）目的与要求（Course Objectives & Requirements）

##### 1. Review the glossary bank

##### 2. Review the basic sentence patterns

##### 3. Review the interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Go through the glossary bank related to finance interpreting

Part 2

##### Go through the basic sentence patterns related to finance interpreting

Part 3

##### Go through the interpreting skills related to finance interpreting

（三）思考与实践（Theory and Practice）

（四）教学方法与手段（Teaching Methods & Approaches）

多媒体语音室，课堂 复习，课堂小测

Topic 16 Review&Final Test

（一）目的与要求（Course Objectives & Requirements）

##### 1. Review the glossary bank

##### 2. Review more basic sentence patterns

##### 3. Review more interpreting skills

（二）教学内容 (Teaching Contents)

Part 1

##### Go through the glossary bank related to finance interpreting

Part 2

##### Go through more basic sentence patterns related to finance interpreting

Part 3

##### Go through more interpreting skills related to finance interpreting

（三）思考与实践（Theory and Practice）

（四）教学方法与手段（Teaching Methods & Approaches）

多媒体语音，课堂 复习，课堂小测

1. 各教学环节学时分配

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 讲课 | 习题课 | 讨论课 | 实验 | 其他教学环节 | 小计 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Topic 1 | 1.1 | 0.2 | 0.5 |  | 0.2 | 2 |
| Topic 2 | 1.1 | 0.2 | 0.5 |  | 0.2 | 2 |
| Topic 3 | 1.1 | 0.2 | 0.4 |  | 0.3 | 2 |
| Topic 4 | 1.1 | 0.2 | 0.4 |  | 0.3 | 2 |
| Topic 5 | 1.1 | 0.2 | 0.4 |  | 0.3 | 2 |
| Topic 6 | 1.1 | 0.2 | 0.4 |  | 0.3 | 2 |
| Topic 7 | 1.1 | 0.2 | 0.4 |  | 0.3 | 2 |
| Topic 8 | 1.1 | 0.2 | 0.4 |  | 0.3 | 2 |
| Topic 9 | 1.2 | 0.2 | 0.3 |  | 0.3 | 2 |
| Topic 10 | 1.2 | 0.2 | 0.3 |  | 0.3 | 2 |
| Topic 11 | 1.2 | 0.2 | 0.3 |  | 0.3 | 2 |
| Topic 12 | 1.2 | 0.2 | 0.3 |  | 0.3 | 2 |
| Topic 13 | 1.2 | 0.3 | 0.2 |  | 0.3 | 2 |
| Topic 14 | 1.2 | 0.3 | 0.2 |  | 0.3 | 2 |
| Topic 15 |  |  |  |  | 2 | 2 |
| Topic 16 |  |  |  |  | 2 | 2 |
| 总计 | 16 | 3 | 5 |  | 8 | 32 |

六、推荐教材和教学参考资源

（一）推荐教材：

陈倩.《金融英语对话（第二版）》. 北京：对外经济贸易大学出版社，2010.

邓轶，刘莹.《口译基础（第二版）》. 上海：上海外语教育出版社，2016.

（二）教学参考资源：

1. 宁洪. 《英语初级口译教程》. 天津：南开大学出版社，2012.

2. 李芳琴 .《新世纪口译——理论、技巧与实践》. 成都：四川人民出版，2002.

3. 吴钟明.《英语口译笔记法实战指导》. 武汉: 武汉大学出版社，2017.

4. 刘和平.《口译技巧——思维科学与口译推理教学法》.北京：中国对外翻译出版公司，2001.

5. 刘和平.《口译理论与实践》.北京：中国对外翻译出版公司，2005.

6. 鲍刚.《口译理论概述》. 北京：旅游教育出版社，1998.

China Daily

七、其他说明

授课老师可以根据各章节有侧重点进行授课，可根据实际情况调整授课学时分配。

大纲修订人：葛 丽 修订日期: 2022年8月

大纲审定者：陈 如 审定日期: 2022年8月