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**Federal State Autonomous Educational Institution of Higher Education
PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA NAMED AFTER PATRICE
LUMUMBA
RUDN University**

Law Institute

educational division (faculty/institute/academy) as higher education programme developer

FINAL STATE EXAMINATION SYLLABUS

Recommended by the Didactic Council for the Education Field of:

45.04.02 Linguistics

field of studies / speciality code and title

**The final state examination is implemented within the professional education
programme of higher education:**

MA in Translator and Interpreter for Public Services and Institutions

higher education programme profile/specialisation title

1. FINAL STATE EXAMINATION GOAL AND TASKS

The goal of the final state examination within the framework of the higher education programme implementation is to check the conformity of the students' training outcomes as the programme results with the relevant requirements of the Federal State Educational Standard of the Higher Education or the RUDN University Educational Standards.

The tasks of the final state examination include the following:

- checking the quality of teaching a person basic humanitarian knowledge, natural science laws and phenomena necessary for professional activities of a graduate;
- identifying the level of theoretical and practical readiness of a graduate to perform professional tasks in compliance with the qualification obtained;
- establishing the degree of a person's desire for self-development, improving his or her qualifications and skills;
- exploring the formation of a graduate's sustainable motivation for professional activities in compliance with the types of tasks of professional activities provided for by the Federal State Educational Standard of the Higher Education or the RUDN University Educational Standards;
- assessing the level of graduates' ability to find organisational and managerial solutions in non-standard situations and evaluating graduates' readiness to bear responsibility for them;
- ensuring the integration of education and scientific and technical activities, increasing the efficiency of scientific and technological achievements use, reforming the scientific sphere and stimulating innovation;
- ensuring the quality of specialists' training in compliance with the requirements of the Federal State Educational Standards of the Higher Education or the RUDN University Educational Standards.

2. REQUIREMENTS FOR HIGHER EDUCATION PROGRAMME COMPLETION AND LEARNING OUTCOMES

A student who does not have failed tests or exams and who has fully completed the curriculum or the individual curriculum of the higher education programme is allowed to the final state examination.

On the higher education programme completion, the graduate is expected to master the following **generic competences** (GC):

| Code and descriptor of the generic competences |
|--|
| GC-1 Can search, conduct critical analysis of problem situations through a systematic approach, and develop an action plan. |
| GC-2 Can manage a project at all stages of its life cycle. |
| GC -3 Can create and lead a team, designing a team strategy aimed at achieving the goals |
| GC-4 Can apply modern communication techniques using the official language of the Russian Federation and foreign language(s) in academic and professional interaction |
| GC -5 Can analyse and consider cultural diversity during cross cultural interaction. |
| GC-6 Can identify and implement the priorities of his/her own activities and ways to improve them on grounds of critical thinking and self-assessment skills and practice. |
| GC -7 Can find the necessary sources of information and data, comprehend, analyse, memorise information while using digital devices and algorithms; use various types of information from different sources in an effective way in problem-solving; assess the information, its authenticity, infer and deduct, and process the data in the relevant |

| Code and descriptor of the generic competences |
|---|
| information. |

On the higher education programme completion, the graduate is expected to master the following **general professional competences (GPC)**:

| Code and descriptor of the general professional competences |
|---|
| GPC-1 Masters the system of theoretical and empirical knowledge about the functioning of the system of the foreign language under study and its development trends; masters the system of values and perceptions of the communities of the countries whose languages are learnt |
| GPC-2 Knows the specifics of foreign scientific worldview and masters the academic discourse in Russian and foreign languages being learnt |
| GPC-3 Masters the general theory of teaching and the methodology of teaching specialised disciplines within the chosen field of the educational program (translation and interpreting), can use modern educational technologies in practice. |
| GPC-4 Can generate and understand speech in the foreign language under study in oral and written forms in relation to the official neutral and informal registers of communication. |
| GPC -5 Can carry out interlingual and intercultural interaction in accordance with the conventions of speech communication in a foreign language community, in line with the rules and traditions of intercultural professional communication with native speakers |
| GPC -6 Masters modern technologies to collect, process and interpret the obtained experimental data, methods to compile and format research documentation (dissertation, report, review, abstract). |
| GPC-7. Can work with the major search engines, expert systems, and other knowledge systems as well as systems of verbal information processing |
| GPC-8 Can use digital technologies and methods in professional activities to study and model objects of professional activities, data analysis, information presentation, etc. |

On the higher education programme completion, the graduate is expected to master the following **professional competences (PC)**:

| Code and descriptor of the professional competences |
|---|
| PC-1 Can conduct pedagogical activities in the field of foreign language, translation, and interpreting training within the higher education with the use of contemporary information technologies and resources. |
| PC-2 Can conduct expert and analytical activities, linguistic and cultural mediation, and translation in the legal field |
| PC-3 Can conduct expert and analytical activities, linguistic and cultural mediation, and translation in the administrative field |
| PC-4 Can conduct expert and analytical activities, linguistic and cultural mediation, and translation in the business field |
| PC-5 Can conduct expert and analytical activities, linguistic and cultural mediation, and translation in the healthcare field |

3. FINAL STATE EXAMINATION PROCEDURE

The final state examination can be conducted both in in-person format (students and the state examination committee are at RUDN University during the examination), and

through the use of distance learning technologies (further DLT) available in the RUDN Electronic Information and Educational Environment.

The procedure for in-person or DLT-facilitated final state examination is regulated by the relevant local normative act of the RUDN University.

The final state examination within the framework of the higher education programme includes:

- state exam
- defence of the graduation qualifying paper (degree thesis).

4. STATE EXAM PROCEDURE

The total workload of the State Exam is three credits.

The state exam is held in one or more disciplines and (modules) of the higher education programme, whose mastery bears a decisive importance for graduates' occupational performance.

The state exam is held in two stages:

The first stage includes the assessment of the level of a graduate's theoretical training in the form of **computer testing** through the tools available in the RUDN Electronic Information and Educational Environment (EIEE).

The second stage focuses on the assessment of the graduate's practical preparation for future occupational activities in the form of **solving work-related situational problems (cases)**.

In order to prepare students for taking the state exam, the head of the educational programme (no later than one calendar month before the start of the final state examination) shall familiarise the graduate students with the final state examination syllabus, the comprehensive list of theoretical issues included in the state exam, examples of work-related (occupational) situational tasks (cases) that the students will have to solve in the process of taking the state exam, as well as with the procedure for each stage of the state exam and the grading system for evaluating its results (with assessment materials).

Before the state exam, students are offered consultations on issues and tasks included in the state exam (mandatory pre-exam consultation).

The state exam results evaluation is carried out in accordance with the methodology set forth in the assessment toolkit that is specified in the Appendix to this syllabus.

The procedure for computer testing within the State Exam is as follows:

1. Computer testing is an integral part of the State Examination focused on assessing the theoretical knowledge of a graduate in academic disciplines (modules) of the higher education programme included in the State Examination.

2. Test tasks development is supervised by the department head; test tasks are approved at a meeting of the Academic Council of the educational division no later than April 1 of the year of computer testing.

3. The test can contain from 20 to 50 tasks covering the content of academic disciplines (modules) that are part of the State Examination. The student is given at least 2 (two) minutes to answer each task in the test.

4. The test part of the State Examination is carried out under the approved schedule. The schedule is communicated to graduate students no later than one month before testing.

5. Each answer is accompanied by the information about its correctness\incorrectness. At the end of the test, the computer programme or examiner tells the student the points he/she has scored and the grade he/she received.

6. Computer testing is assessed on a 100-point scale.

The test part of the State Examination is considered successfully passed if the student scores 51 or more points based on the test results.

The successful completion of the test part of the State Examination by the student is his/her admission to the main part of the State Exam.

The students who have not passed the test part of the State Examination due to failure to attend the test for an unexcused reason or due to receiving 50 points or less as a result of the test are not allowed to take the main part of the State Examination and are expelled from the University under the established procedure (as having failed to fulfill their obligations to conscientiously study the higher educational programme and implement the curriculum).

7. To prepare for the test part of the State Examination and to familiarise students with computer testing technologies with the view of avoiding possible psychological difficulties when taking the test, the department head ensures the trial tests, usually 10-20 days before the date of the final test under the final state examination schedule.

The procedure for organising and conducting the second stage of the State Examination is as follows:

1. Students who have successfully completed the first stage of the State Examination are admitted to the second stage of the State Examination.

2. The second stage of the State Examination is carried out under the approved schedule. The schedule is communicated to graduate students no later than one month before the State Examination.

3. The second stage of the State Examination is carried out orally by means of exam cards.

4. The exam card includes three questions.

5. Students who attend the State Examination at the scheduled time get an examination card and take a place in the classroom indicated by the secretary of the examination board.

6. The student has 90 minutes to prepare for an oral response.

7. During the exam, the student is prohibited from:

- talking, standing up or moving around in the classroom without the permission of the secretary of the examination board;
- using a mobile phone and other means of remote communication, electronic notebooks, computer equipment, as well as any other technical and electronic means of storing information, reference books and materials of any kind.

In case of violation of these rules, the student, by decision of the examination board may be removed from the examination, which is recorded in the protocol, in this case the student gets an unsatisfactory mark.

8. During the exam, the student can use reference and other materials provided by the examination board.

9. After the answer of the last student, the examination board commences a discussion of results in a closed meeting.

The exam results are announced publicly immediately after the completion of the discussion by the examination board, and on the same day they are published on the information stand of the educational department or educational division.

The assessment of the exam results is carried out under the methodology set forth in the assessment toolkit that is specified in the Appendix to this syllabus.

10. Before the main part of the State Examination (no more than 3 days before the State Examination) students are given a consultation on issues included in the exam cards and the procedure of the State Examination.

5. REQUIREMENTS FOR GRADUATION QUALIFYING PAPER (DEGREE THESIS) AND PROCEDURE FOR ITS DEFENCE

The degree thesis is a graduation qualifying paper that the student (several students in a team) prepare to demonstrate his/her/their level of competence, occupational capacity and readiness.

The list of degree theses themes offered to students for further work is approved by the order of the head of the educational division (faculty/institute/academy) that runs the higher education programme, the respective information is delivered to the students by the programme head no later than six months before the date of the final state examination start.

The students are allowed to suggest their own themes for the theses, under the set procedure.

The student who has passed the state exam is admitted to defend the graduation degree thesis.

The student (students) is/are allowed to defend his/ her/their thesis only if this fully completed degree paper is signed by the respective graduate (s), the supervisor, the consultant (if any), the heads of the educational department and educational division; the thesis is also subject to the external review procedure (mandatory for master's and specialist's programmes) and the plagiarism check (in the "Antiplagiarism" system). The review of the graduation qualifying paper supervisor shall be attached as well, with a specific emphasis laid on the graduate's activities in the course of the degree thesis drafting.

No later than 14 days before the date of the thesis defence a rehearsal of the procedure is held at the presence of the degree thesis supervisor and other academic staff of the educational department, in order to timely identify and eliminate shortcomings in the structure, content and design of the degree thesis.

The degree theses are introduced to the State Examination Board members at the public defence procedure. It includes the students' oral reports with mandatory multimedia (graphic) presentations that introduce the thesis main content.

At the end of the reports, the students reply orally to the State Examination Board members' questions regarding the subject, structure, content of the paper and the profile/specialisation of the higher education programme. The reports and / or answers to the Board members' questions are delivered in a foreign language.

The stages of the graduation qualifying paper preparation, the requirements for its structure, volume, contents, and design, as well as the list of mandatory and recommended documents submitted for defence are specified in the relevant guidelines.

The evaluation of the degree thesis defence results is carried out in accordance with the methodology set forth in the assessment toolkit that is specified in the Appendix to the syllabus.

6. REQUIREMENTS FOR EQUIPMENT AND TECHNOLOGY SUPPORT FOR FINAL STAE EXAMINATION

The infrastructure and technical support necessary for the examination implementation include classrooms equipped with... (computers, specialised software, other devices, if any, etc.).

| Type of academic activities | Classroom equipment | Specialised educational / laboratory equipment, software, and materials for course study (if necessary) |
|-----------------------------|--|---|
| Seminar | A classroom for conducting seminars, group and individual consultations, current and mid-term assessment; equipped with a set of specialised furniture and technical means for multimedia presentations. | Computer, screen, projector, internet access |
| Computer Lab | A classroom for conducting classes, group and individual consultations, current and mid-term assessment, equipped with personal computers (in the amount of 15 pcs), a board (screen) and technical means of multimedia presentations. | personal computers, internet access |

7. RESOURCES RECOMMENDED FOR FINAL STATE EXAMINATION

Main readings to prepare for the state exam and/or degree thesis defence:

Attig, R. (2023). A call for community-informed translation: Respecting Queer self-determination across linguistic lines. *Translation and Interpreting Studies*, 18(1), 70-90.

Gavioli, L., & Wadensjö, C. (Eds.). (2023). *The Routledge Handbook of Public Service Interpreting* (1st ed.). Routledge. <https://doi.org/10.4324/9780429298202>

Lambert, J. (2023). *Translation Ethics* (1st ed.). Routledge. <https://doi.org/10.4324/9781003148265>

Malmkjaer, K. (Ed.). (2018). *The Routledge handbook of translation studies and linguistics*. London and New York: Routledge.

Additional readings to prepare for the state exam and/or degree thesis defence:

Baker, M. (2019). Corpus Linguistics and Translation Studies*: Implications and applications. In *Researching Translation in the Age of Technology and Global Conflict* (pp. 9-24). Routledge.

Gutiérrez, R. L. (2021). Remote (telephone) interpreting in healthcare settings. In *The Routledge handbook of translation and health* (pp. 216-231). Routledge.

Nurutdinova, A.R. Master's Degree: education and research: tutorial : учебное пособие : в 2 ч. / A.R. Nurutdinova ; The Ministry of Education and Science of the Russian Federation, Kazan National Research Technological University. - Kazan : KNRTU Press, 2017. - Ч. 1. - 160 с. : табл. - Библиогр. в кн. - ISBN 978-5-7882-2186-1. - ISBN 978-5-7882-2187-8 (ч. 1) ; То же [Электронный ресурс]. - URL: <http://biblioclub.ru/index.php?page=book&id=560996>

Shindo, R. (2021). Translators as mediators of citizenship: rethinking community in relational translation. *Citizenship Studies*, 25(6), 843-859.

Van Doorslaer, L. (2020). Translation studies: what's in a name?. *Asia Pacific Translation and Intercultural Studies*, 7(2), 139-150.

Valero-Garcés, C., & Cayron, S. (2022). The impact of the COVID-19 pandemic on Public Service Interpreting and Translation (PSIT) and its future developments. *FITISPos International Journal*, 1(9).

Vitalaru, B. (2022). Public service interpreting and translation: employability, skills, and perspectives on the labour market in Spain. *The Interpreter and Translator Trainer*, 16(2), 247-269.

Xiao, K., & Martín, R. M. (2020). Cognitive Translation Studies: Models and methods at the cutting edge. *Linguistica Antverpiensia, New Series–Themes in Translation Studies*, 19.

Wallace, M., & Monzo, N. E. (2019). Legal translation and interpreting in public services: defining key issues, re-examining policies, and locating the public in public service interpreting and translation. *Revista de Llengua i Dret, Journal of Language and Law*, 71, 1-12.

Internet sources

1. Electronic libraries (EL) of RUDN University and other institutions, to which university students have access on the basis of concluded agreements:

- RUDN Electronic Library System (RUDN ELS) <http://lib.rudn.ru/MegaPro/Web>
- EL "University Library Online" <http://www.biblioclub.ru>
- EL "Yurayt" <http://www.biblio-online.ru>
- EL "Student Consultant" www.studentlibrary.ru
- EL "Lan" <http://e.lanbook.com/>
- EL "Trinity Bridge"

2. Databases and search engines:

- electronic foundation of legal and normative-technical documentation <http://docs.cntd.ru/>
- Yandex search engine [https:// www .yandex.ru/](https://www.yandex.ru/)
- Google search engine <https://www.google.ru/>
- Scopus abstract database <http://www.elsevierscience.ru/products/scopus/>

The training toolkit and guidelines for student's self-studies to prepare for the state exam and /or to draft the degree thesis and defend it:*

1. The guidelines for drafting and formatting the degree thesis within the higher education programme.
2. The procedure for the degree thesis check in the "Anti plagiarism" system.
3. The procedure for conducting the final state examination under the higher education programme through the use of DLT and proctoring system.

*The training toolkit and guidelines for the student's self-studies are placed on the final state examination page in the university telecommunication training and information system under the set procedure.

8. ASSESSMENT TOOLKIT AND GRADING SYSTEM* FOR EVALUATION OF GRADUATES' COMPETENCES LEVEL

The assessment materials and the grading system* to evaluate the graduate's level of competences (competences in part) formation as the results of the higher education programme completion are specified in the Appendix to this syllabus.

* The assessment materials and the grading system are formed on the basis of the requirements of the relevant local normative act of RUDN University (regulations / order).

HEAD OF EDUCATIONAL DEPARTMENT:

Law Institute department of
Foreign Languages

educational department

Anastasia Atabekova

signature

name and surname

**HEAD
OF HIGHER EDUCATION PROGRAMME:**

Law Institute department of
Foreign Languages

position, department

Anastasia Atabekova

signature

name and surname