

Subject card

Subject name and code	The Work Technique of a Sworn Translator and Certified Translation of Documents in Poland, PG_00211297						
Field of study	Russian Philology						
Date of commencement of studies	October 2026		Academic year of realisation of subject		2028/2029		
Education level	Bachelor's studies		Subject group		Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study		
Mode of study	full-time studies		Mode of delivery		at the university		
Year of study	3		Language of instruction		Polish		
Semester of study	5		ECTS credits		3.0		
Learning profile	academic		Assessment form		credit		
Conducting unit	Division of Russian Language and Translation Studies -> Institute of Russian and Eastern Studies -> Faculty of Languages -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Wanda Stec				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	20.0	0.0	0.0	0.0	20
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	20		2.0		53.0	75
Subject objectives	To familiarize students with the requirements and working conditions of a sworn translator in Poland. To provide an introductory overview of the specifics and principles of certified translation. To develop skills in researching and analyzing information. To raise awareness of the need to improve translation skills and linguistic and translation competencies. To raise awareness of the importance of professional ethics and responsibility in the profession of sworn translator.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[FROSL3_W03] The graduate has advanced knowledge and understanding of concepts and terminology used in linguistics, particularly applying to research on the Russian language.	At an advanced level, he/she understands the concepts and knows the terminology in the field of specialized translation, which enables him/her to prepare for the analysis and translation of texts (documents) in the Polish-Russian language pair.	[SW4] test/exam - oral or written [SW1] oral statement/ conversation/discussion
	[FROSL3_K04] The graduate is prepared to think and act in an entrepreneurial manner and to initiate activities in the public interest across various professional fields related to the use of the Russian language.	He is ready to take on the challenges faced by a sworn translator as a person of public trust, and also identifies problems related to the performance of certified translations in the Polish-Russian language pair.	[SK1] oral statement/conversation/ discussion [SK4] test/exam - oral or written [SK8] observation of student's independent or team work
	[FROSL3_W12] The graduate knows and understands the basic conditions (e.g. economic, legal, ethical or social) of professional activities requiring knowledge of the Russian language, including the basic principles of creating and developing various forms of entrepreneurship related to Russian-speaking territories.	Knows and understands the legal and economic aspects of the activities of sworn translators of the Russian language in Poland, including the specificity and manner of performing the profession depending on whether the translator runs a business or not.	[SW4] test/exam - oral or written [SW1] oral statement/ conversation/discussion
	[FROSL3_U04] The graduate can recognize various types of texts in Russian, as well as conduct their critical analysis and interpretation using linguistic methods, including advanced information and communication technologies.	Recognizes various types of texts in Russian and Polish, and is able to conduct preliminary analysis and linguistic interpretation of documents intended for certified translation, in terms of their form and content.	[SU1] oral statement/conversation/ discussion [SU3] text preparation/written work [SU4] test/exam - oral or written [SU8] observation of student's independent or team work
	[FROSL3_K05] The graduate is prepared to responsibly fulfill professional roles, including adhering to and promoting ethical principles, in various fields of activity related to the use of the Russian language.	He is convinced that a sworn translator of the Russian language must adhere to the standards of professional ethics and perform the tasks entrusted to him with particular care and impartiality, in accordance with the principles arising from legal provisions.	[SK1] oral statement/conversation/ discussion [SK4] test/exam - oral or written [SK8] observation of student's independent or team work
	[FROSL3_U01] The graduate is able to apply general linguistic and literary knowledge, as well as general knowledge from related disciplines, to solve tasks involving the study of specific issues, including those related to the Russian language and literature.	Is able to use linguistic and general knowledge to perform grammar and translation exercises, as well as to translate relatively simple documents in the Polish-Russian language pair, taking into account the principles of certified translation.	[SU1] oral statement/conversation/ discussion [SU3] text preparation/written work [SU4] test/exam - oral or written [SU8] observation of student's independent or team work
	[FROSL3_W09] The graduate knows and understands the basic concepts and principles of copyright law and ethics, including those applicable to research in the field of linguistics and literary studies of Russian studies and in the professional work.	Knows and understands the basic ethical principles applicable to sworn translators in Poland, and is aware of their professional and legal liability for failure to comply with obligations and breaches of professional rules.	[SW4] test/exam - oral or written [SW1] oral statement/ conversation/discussion
	[FROSL3_U11] The graduate is able to independently plan and implement their own lifelong learning in the field of Russian studies, the Russian language and a selected sphere of professional activity related to the use of the Russian language.	Is able to systematically and continuously independently update his/her knowledge of the Russian language and knowledge of the legal, social and cultural realities – of the source language country and the target language of the translation, as well as improve his/her translation skills, in accordance with Article 14, point 3 of the Act on the Sworn Translator Profession, according to which a sworn translator is obliged to improve his/her professional qualifications.	[SU1] oral statement/conversation/ discussion [SU3] text preparation/written work [SU4] test/exam - oral or written [SU8] observation of student's independent or team work
Subject contents	Legal basis and status of the sworn translator in Poland. Techniques and work organization in various types of translation activities. Ethics and responsibility in the profession of a sworn translator as a person of public trust. Principles of performing written certified translations. Text genres and types of documents subject to certified translation performed in Poland by sworn translators of Russian. Preliminary linguistic analysis and interpretation of texts intended for translation, in terms of their form and content. Written translation in the Polish-Russian language pair of selected documents or their fragments (from among judicial, legal, official, and other), taking into account the translation and formal legal principles of certified translation. Verification and assessment of translation accuracy, discussion of errors, and self-correction.		

Prerequisites and co-requisites	Selection of the specialization in which the subject is to be taught. Knowledge of Polish and Russian sufficient to master the subject content. Basic knowledge of translation studies.		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	written test	51.0%	30.0%
	assignments f	51.0%	30.0%
	written translation	51.0%	40.0%
Recommended reading	Basic literature	Kubacki A.D., <i>Certified translation. Status, education, workshop and responsibility of a sworn translator</i> , Warszawa 2012. Kubacki A.D., <i>Critical error in certified translations</i> , "Lingua Legis", no. 22, 2014. Stec W., <i>Modal expressions as means of persuasion based on the example of Polish and Russian legal texts</i> [in:] <i>Linguistic persuasion in various discourses</i> , vol. 8, ed. Ż. Śladkiewicz, A. Klimkiewicz, Gdańsk 2025, pp. 4453. Kusik P., <i>The model of a diligent legal translator in contractual relations in the light of the specificity of legal translation</i> , "Roczniki Administracji i Prawa", 2025, XXV, no. 2: pp. 361-375.	
	Supplementary literature	Koźbiał D., <i>The legal status of the profession of a sworn translator</i> , Warszawa 2024. Stec W., <i>Interference in Translation as a Result of Language Interactions (Based on the Example of Translations of Legal Texts in the Polish-Russian Language Pair)</i> , "Studia z Filologii Polskiej i Słowiańskiej" 2020, vol. 55, pp. 116. Stec W., <i>Legal Collocations as a Source of Translation Problems (Based on the Example of Polish and Russian Parallel Texts in the Field of Criminal Procedural Law)</i> [in:] "Word from the Perspective of a Linguist and a Translator 7: Phraseology from the Perspective of a Linguist and a Translator", eds. A. Pstyga, T. Kananowicz, M. Buchowska, Gdańsk 2018, pp. 266274.	
	eResources addresses	Basic https://isap.sejm.gov.pl/isap.nsf/DocDetails.xsp?id=wdu20042732702 - Polish Act of 25 November 2004 on the profession of sworn translator (Journal of Laws of 2004, No. 273, item 2702, as amended), together with amendments and implementing regulations Supplementary https://www.gov.pl/web/sprawiedliwosc/zasady-wykonywania-zawodu-tlumacza-przysieglego - Professional code of a sworn translator	
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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