



CONFIDENTIAL

Book Translation Proposal Evaluation Agreement ()

- 1- Proposal No : /
2- Evaluation Period : **TWO WEEK** From Date Of Receipt.
3- Evaluation Incentive : **500 SR**
4- Name of Referee:

Last Name

First Name

Middle Name

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..... الاسم الكامل باللغة العربية (إن أمكن) :

5-Mail Address :

.....

Phone No:

E-Mail:

6 - ☐ I agree to evaluate within the given period

7 - ☐ I decline to evaluate within the given period, and would like to suggest

the following referee :

Kindly provide us with the following information so we can directly deposit the evaluation incentive & inform you when done.

Name:

Account No.:

Name & Address Of The Bank:

.....

Please send **This Page** as soon as possible if you agree or decline to evaluate the proposal to: Vice-Dean Of Deanship of Scientific Research , P.O. Box 80230
Jeddah 21589, Kingdom of Saudi Arabia .

Or Fax to : 966-2-6951217 Or Through our e-mail: dsr@kau.edu.sa

Signature :



Referee Specialization Form

(A) - The referee is kindly requested to provide the following :

General field of specialization :

Specific field of specialization :

Referee research activities and fields of interest :

Has the referee published any research in the field of the proposal work?

☐ Yes

☐ No

If yes, Please provide if possible some titles, place and date of publication(s).

1-

2-

3-

Referee name

.....

Signature

.....



(B) - The Referee is requested to set his grade for each of the following items by using (Excellent –Very Good – Good – Fair – Poor)

1- Estimate the Translator/Translators competency:

Does the experience of the translator/translators cover the field of translated book? Are the levels of their plan efforts sufficient to obtain efficient performance to fulfillment the project under proposed period as stated from translator/translators?

2- Estimate the justifications of choosing the proposed book for translation:

- Are the justifications of choosing the proposed book for translation clear?
- Are the translator/translators clarifying the new subject covered by the translated book?

In case that the referee knows that the proposed book has been previously translated, he has to give this reference to the Deanship of Scientific Research.

3- Estimate the proposed book translation objectives:

Objectives for the proposed book translation are considered as the main elements to support the project, so they should be clear. Explain how the translated book contributed in educational process for university students or knowledge for the society and also for researchers in the field of the translated book.

4- Estimate the work plan and time schedule:

The work plan in the proposed book must explain the performance of translator/translators in the project and the scientific job role for each translator to fulfill the project successfully. Also the time schedule must provide the period for each step separately. Is the proposed time schedule is enough to carry out the proposed project or over estimated and the project dose not need all this time?

5- Estimate the translator numbers:

Is the number of translators enough to carry out the proposed book or over estimated?

6- Estimate the proposed budget:

Are the items stated in the proposed budget suitable to achieve the translated book or they need to be reformulated or they are unsuitable at all?

7- Estimate the proposed budget justifications:

The justifications of the proposed budget should be clear. To what extent these justifications are convenient or inconvenient?



Evaluation Form of Book Translation Proposal

Proposal No (____ / ____)

Category	Please, Remark Appropriate Area				
	Excellent	Very Good	Good	Fair	Poor
1- Competency of translator/ translators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2- Justifications of choosing the proposed book for translation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3- Objectives for the proposed book translation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4- Work plan and time schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5- Number of translators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6- Proposed budget	<input type="checkbox"/> Appropriate		<input type="checkbox"/> Needs modification		<input type="checkbox"/> Not appropriate
7- Justifications of the proposed budget	<input type="checkbox"/> Very convenient		<input type="checkbox"/> Convenient		<input type="checkbox"/> Inconvenient
8- Is there any previous translation for the proposed book?	<input type="checkbox"/> Yes			<input type="checkbox"/> No	

The explanation to the given scores is essential to support your evaluation. Please use the next page for your justification.

Referee Name:	Signature:	Date:
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**Please use this sheet (or additional sheets) to justify your score
(Typing is appreciated).**