UNIVERSITY OF ECONOMICS - VARNA

FACULTY OF FINANCE AND ACCOUNTING

DEPARTMENT OF FINANCE

Adopted by the FC (record №/ date): 2/06.03.2020

Adopted by the DC (record №/ date): 6/24.02.2020

ACCEPTED BY:

Dean:

(Assoc. Prof. Hr. Blagoycheva, PhD)

SYLLABUS

SUBJECT: ACADEMIC RESEARCH;

DEGREE PROGRAMME: "International Business", "Business and Management" and "Accounting" ; BACHELOR`S DEGREE

YEAR OF STUDY: 1; SEMESTER: 2;

TOTAL STUDENT WORKLOAD: 90 hours; incl. curricular 30 hours

CREDITS: 3

DISTRIBUTION OF WORKLOAD ACCORDING TO THE CURRICULUM

TYPE OF STUDY HOURS	**WORKLOAD, hours**	**TEACHING HOURS PER WEEK, hours**
CURRICULAR: incl.		
• LECTURES	15	1
• SEMINARS / LAB. EXERCISES	15	1
EXTRACURRICULAR	60	-

Prepared by:

1. **……..**
   (Prof. Stefan Vachkov, PhD)
2. **……**
   (Prof. Dancho Danchev, PhD)
3. **……**
   (Prof. Vladimir Salov, PhD)
4. **……**
   (Prof. Stoyan Marinov, PhD)

Head of department: ……..
„Finance" (Prof. Stefan Vachkov, PhD)

I. ANNOTATION

*The aim of the course is to impart **knowledge** to the students about scientific reading and writing.*

*The course forms **skills** for preparation and presentation of scientific text.*

The knowledge and skills in the course "Academic Research" form students' competences for successful performance in the rest of the course in the curriculum.

The students should know and/or be able to:

- have a general knowledge of economics, law, statistics, information technology;

- understand the basic terms and concepts in economics;

- analyze information and generate ideas for working in a market environment.

Upon finishing the course the students:

1. will know

- what is scientific work and what is the difference between science, pseudoscience and false science;

- the rules for writing a scientific text;

- what are scientific integrity and copyright ethics;

- what is an empirical study.

2. will be able to

- read effectively a scientific text;

- work with information sources;

- structure the scientific text and prepare a reference list;

- cite properly the used sources;

- prepare a summary and exposition of a scientific text;

- format and present a scientific text.

II. THEMATIC CONTENT

№	TITLE OF UNIT AND SUBTOPICS	NUMBER OF HOURS		
		L	S	L.E.
THEME 1. MEANING OF SCIENTIFIC WORK		**1**	**1**	
1.1	Definition of scientific work			
1.2	Characteristics of scientific work			
THEME 2. SCIENTIFIC READING		**1**	**1**	
2.1	Methods of reading a scientific text			
2.2	Methods of expanding personal view			
THEME 3. SCIENTIFIC WRITING		**1**	**1**	
3.1	Rules for writing a scientific text			
3.2	Scientific argumentation			
THEME 4. USE OF INFORMATION SOURCES		**2**	**2**	
4.1	Definition of information sources			
4.2	Cataloguing information sources			
THEME 5. STRUCTURE OF A SCIENTIFIC TEXT AND REFERENCES		**1**	**1**	
5.1	Ways of structuring a scientific text			
5.2	Preparation of a reference list			
THEME 6. CITING		**2**	**2**	
6.1	Basic rules for citing sources			
6.2	Citation formats			
THEME 7. INTRODUCTION TO EMPIRICAL STUDY		**2**	**2**	
7.1	Process definition			

7.2	Qualitative and quantitative study			
THEME 8. SUMMARY AND EXPOSITION OF A SCIENTIFIC TEXT		**1**	**1**	
8.1	Preparation of a scientific summary			
8.2	Preparation of scientific exposition			
THEME 9. FORMATTING AND PRESENTATION OF A SCIENTIFIC TEXT		**2**	**2**	
9.1	Formatting a scientific text			
9.2	Substantive and formal criteria for quality presentation			
THEME 10. SPECIFICS OF SPECIALIZED SCIENTIFIC WORK		**2**	**2**	
10.1	Research object and subject			
10.2	Cases of academic research			
	Total:	**15**	**15**	

III. FORMS OF CONTROL:

№	TYPE AND FORM OF CONTROL	Number	extra-curricular, hours
1.	**Midterm control**		
1.1.	Case studies	**2**	**20**
1.2.	Presentation on a predefined topic	**1**	**40**
	Total midterm control:	**3**	**60**
2.	**Final term control**		
2.1.	Examination (test)	**0**	**0**
	Total final term control:	**0**	**0**
	Total for all types of control:	**4**	**60**

IV. LITERATURE

REQUIRED (BASIC) LITERATURE:

1. Eco, Umberto. (2015). *How to Write a Thesis*, The MIT Press (US).

RECOMMENDED (ADDITIONAL) LITERATURE:

1. Илиева, С., С. Салтирова – Радкова, Ж. Жечев (2018). *Наръчник по академично писане за студенти и докторанти*, Шумен: Университетско издателство "Епископ Константин Преславски".
2. Мавродиева, И., Й. Тишева (2016). *От реферата до магистърската теза*. Академично писане за студенти + електронни ресурси, София: Сиела Норма.
3. Цветкова, М. (2013). *Наука със стил: писане на дипломен проект*. София: Enthusiast Libris.
4. Humpert, N. *Einführung in wissenschaftliches Arbeiten*. // *www.hf.uni-koeln.de › data › eso24 › File*
5. Sesink, W. (2012). *Einführung in das wissenschaftliche Arbeiten: Inklusive E-Learning,* Web-Recherche, Digitale Präsentation U.A. (Deutsch) Taschenbuch – 5. September 2012.
6. Utrecht University (2015). *A guide for scientific writing. Bachelor Earth Sciences,* April, *students.uu.nl › sites › default › files*.