



COURSE SYLLABUS

1. Information about the program

1.1 Higher Education Institution	Babeș-Bolyai University Cluj-Napoca
1.2 Faculty	European Studies
1.3 Department	European Studies and Governance
1.4 Field of study	International Relations and European Studies
1.5 Study level	Bachelor
1.6 Programme of study/ Qualification	International Relations and European Studies (in English)

2. Information about the discipline

2.1 Module	Guidelines for Writing Scientific Papers						
2.2 Course holder							
2.3 Seminar holder	Dr. Ludușan Adrian, Teaching Assistant						
2.4 Year of study	3	2.5 Semester	5	2.6. Type of assessment ¹	C	2.7 Type of module ²	OB

3. Total estimated time (teaching hours per semester)

3.1 No. of hours per week	2	3.1 of which for course		3.3 of which for seminar	2
3.4 Total no. of hours in the curriculum	28	3.5 of which for course		3.6 of which for seminar	28
Time distribution:					Hours
Study by using handbook, reader, bibliography and course notes					20
Additional library/specialised online research, field research					15
Preparation of seminars/laboratories, homework, projects, portfolios and essays					21
Tutoring					2
Examinations					5
Other activities:					
3.7 Total no. of hours for individual study	63				
3.8 Total no. of hours per semester	91				
3.9 No. of ETCS credit points	3				

4. Prerequisites (where applicable)

4.1 of curriculum	•
4.2 of competencies	•

¹ E - exam, ME - multi-term examinations, C - collocutional examination/assessment test

² OB - core module, OP - elective module, F - extracurricular module


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5. Conditions (where applicable)

5.1 For the development of the course	•
5.2 For the development of the seminar/laboratory	•

6. Specific skills acquired

Professional skills	• C3.To use analytical methodologies in the area of international relations and European affairs.
Interdisciplinary skills	• CT3. To objectively perform a self-assessment of the need for professional training aimed at insertion and adaptability to the requirements of the labour market.

7. Course objectives (based on list of acquired skills)

7.1 General objective	• To develop the core skills for designing a scientific paper
7.2 Specific objectives	• Develop analytic reading and research skills • Develop scientific arguments • Recognise argumentative fallacies • Conceive and plan a scientific paper • Write a scientific paper respecting the academic standards of citation, deontology, and documentation

8. Contents

8.1 Seminar / Laboratory	Teaching methods	Observations
1. Introduction. Overview of the topic.	Interactive teaching, lecturing.	
2. How to analyze texts in social sciences.	Brainstorming, interactive teaching, lecturing.	Coffin, Caroline <i>et al.</i>, <i>Teaching Academic Writing</i>, London & New York: Routledge, 2003. Fisher, Alec, <i>The logic of real arguments</i>, Second Edition, Cambridge:Cambridge University Press, 2005. Fisher, Alec, <i>Critical Thinking: An Introduction</i>, Second Edition, Cambridge:Cambridge University Press, 2011. Walton, Douglas. <i>Fundamentals of Critical Argumentation</i>, Cambridge, U.K.: Cambridge University Press, 2006.
3. How to structure arguments.	Interactive teaching, lecturing	Fisher, Alec, <i>The logic of real arguments</i>, Second Edition, Cambridge:Cambridge University Press, 2005. Nolt, John; Varzi, Achille; Rohatyn, Dennis, <i>Schaum's</i>

		<i>Outline of Logic</i> , New York: McGraw-Hill, 1998.
4. How to evaluate arguments.	Lecturing, interactive teaching.	LePore, Ernest, <i>Meaning and Argument</i> , Oxford: Blackwell, 2000. Barwise, Jon; John Etchemendy, <i>Language, Proof and Logic</i> , New York; Londra: Seven Bridges Press, 1999. Forbes, Graeme, <i>Modern Logic</i> , New York: Oxford University Press, 1994.
5. How to recognize and avoid logical fallacies.	Lecturing, interactive teaching.	Walton, Douglas, <i>A Pragmatic Theory of Fallacy</i> , Tuscaloosa: The University of Alabama Press, 1995. Walton, Douglas, <i>Arguments from Ignorance</i> , University Park, Pa.: The Pennsylvania State University Press, 1996. Walton, Douglas, <i>Begging the Question. Circular Reasoning as a Tactic in Argumentation</i> , New York; Westport; London: Greenwood Press, 1992. Walton, Douglas. <i>Fundamentals of Critical Argumentation</i> , Cambridge, U.K.: Cambridge University Press, 2006.
6. Synthesis in academic writing.	Lecturing.	Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Graff, Gerald; Birkenstein, Cathy; Durst, Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
7. How to cite. Styles and standards.	Lecturing.	University of Chicago, <i>The Chicago Manual of Style</i> , Sixteenth Edition, Chicago: University of Chicago Press. Graff, Gerald; Birkenstein, Cathy; Durst, Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
8. How to write a scientific paper: academic language, and technical terms.	Lecturing, interactive teaching.	Coffin, Caroline <i>et al.</i> , <i>Teaching Academic Writing</i> , London & New York: Routledge, 2003. Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Graff, Gerald; Birkenstein, Cathy; Durst, Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
9. How to write a scientific paper: style, tone, and grammar.	Lecturing, interactive teaching.	Coffin, Caroline <i>et al.</i> , <i>Teaching Academic Writing</i> , London & New York: Routledge, 2003. Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Graff, Gerald; Birkenstein, Cathy; Durst, Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
10. Overview of research designs	Lecturing	Burnham, Peter <i>et al.</i> , <i>Research methods in politics</i> , Houndmills, Basingstoke, Hampshire; New York: Palgrave Macmillan, 2004. McNabb, David E., <i>Research methods for political science</i> , Second Edition, London, New York:

		Routledge, 2015.
11. Overview of social science research methods.	Lecturing	McNabb, David E., <i>Research methods for political science</i> , Second Edition, London, New York: Routledge, 2015. Bruter, Michael; Lodge, Michael, <i>Political science research methods in action</i> , Houndmills, Basingstoke, Hampshire; New York: Palgrave Macmillan, 2013.
12. Plagiarism, ethics, copyrights and permissions.	Lecturing	Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Graff, Gerald; Birkenstein, Cathy; Durst, Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
13. Preparing a slide/power point poster presentation.	Lecturing, interactive teaching.	Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998.
14. Conclusion: The role of academic writing.	Lecturing, interactive teaching.	

Bibliography:

Barwise, Jon; John Etchemendy, *Language, Proof and Logic*, New York; Londra: Seven Bridges Press, 1999.

Bruter, Michael; Lodge, Michael, *Political science research methods in action*, Houndmills, Basingstoke, Hampshire; New York: Palgrave Macmillan, 2013.

Burnham, Peter *et al.*, *Research methods in politics*, Houndmills, Basingstoke, Hampshire; New York: Palgrave Macmillan, 2004.

Coffin, Caroline *et al.*, *Teaching Academic Writing*, London & New York: Routledge, 2003.

Day, Robert A., *How to write and publish a scientific paper*, Fifth Edition, Phoenix, AZ: ORYX Press, 1998.

Fisher, Alec, *Critical Thinking: An Introduction*, Second Edition, Cambridge: Cambridge University Press, 2011.

Fisher, Alec, *The logic of real arguments*, Second Edition, Cambridge: Cambridge University Press, 2005.

Forbes, Graeme, *Modern Logic*, New York: Oxford University Press, 1994.

Freely, Austin, *Argumentation and Debate. Critical Thinking for Reasoned Decision*, Boston: Wadsworth Publishing Company, 1992.

Graff, Gerald; Birkenstein, Cathy; Durst, Russell, *They Say/I Say: The Moves That Matter in Academic Writing with Readings*. New York: W. W. Norton & Company, 2009

LePore, Ernest, *Meaning and Argument*, Oxford: Blackwell, 2000.

McNabb, David E., *Research methods for political science*, Second Edition, London, New York: Routledge, 2015.

Nolt, John; Varzi, Achille; Rohatyn, Dennis, *Schaum's Outline of Logic*, New York: McGraw-Hill, 1998.

Stillar, Glenn F., *Analyzing Everyday Texts: Discourse, Rhetoric, and Social Perspectives*, Sage, 1988.

University of Chicago, *The Chicago Manual of Style*, Sixteenth Edition, Chicago: University of Chicago Press.

Walton, Douglas, *A Pragmatic Theory of Fallacy*, Tuscaloosa: The University of Alabama Press, 1995.

Walton, Douglas, *Arguments from Ignorance*, University Park, Pa.: The Pennsylvania State University Press, 1996.

Walton, Douglas, *Begging the Question. Circular Reasoning as a Tactic in Argumentation*, New York; Westport; London: Greenwood Press, 1992.

Walton, Douglas. *Fundamentals of Critical Argumentation*, Cambridge, U.K.: Cambridge University Press, 2006.

9. The correspondence between the content of the course and the expectations of the academic community, professional associations and representative employers in the field:



- This special seminar aims to develop the essential abilities for designing a scientific paper. More precisely, the students will acquire the core skills involved in planning and writing a scientific paper.

10. Assessment

Type of activity	10.1 Assessment criteria	10.2 Assessment methods	10.3 Percentage of the final grade
10.4 Seminar/Laboratory	Seminar activity	Continuous evaluation	30%
10.5 Written Exam	Writing a scientific paper	Analysis of the paper	70%
10.6 Minimum standard of performance			
• active attendance of 75% of seminars • elaborate a scientific paper in accordance with the academic standards presented (argument rigour, citation correctness, research design and methods employed, style, tone and grammar)			

Date
15 September 2015

Course holder signature

Seminar holder signature

Date of departmental approval

Head of department signature

15.09.2015

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ROMÂNIA
UNIVERSITATEA BABEȘ-BOLYAI CLUJ-NAPOCA
FACULTATEA DE STUDII EUROPENE
DEPARTAMENTUL STUDII EUROPENE ȘI GUVERNANȚĂ

FIȘA DISCIPLINEI

1. Date despre program

1.1. Instituția de învățământ superior	Universitatea Babeș-Bolyai Cluj-Napoca
1.2. Facultatea	Facultatea de Studii Europene
1.3. Departamentul	Studii Europene și Guvernare
1.4. Domeniul de studii	Relații internaționale și studii europene
1.5. Ciclul de studii	Licență
1.6. Programul de studii/ Calificarea	Relații internaționale și studii europene

2. Date despre disciplină

2.1. Denumirea disciplinei	Tehnica elaborării lucrărilor științifice (seminar special)						
2.2. Titularul activităților de curs	-						
2.3. Titularul activităților de seminar	Asist Univ. Dr. Adrian Ludașan						
2.4. Anul de studiu	3	2.5. Semestrul	5	2.6. Tipul de evaluare ¹	C	2.7. Regimul disciplinei ²	OB

3. Timpul total estimat (ore pe semestru al activităților didactice)

3.1. Nr. de ore pe săptămână	2	Din care 3.2. curs	--	Din care 3.3. seminar/ laborator	2
3.4. Total ore din planul de învățământ	28	Din care 3.5. curs	--	Din care 3.6. seminar/ laborator	28
Distribuția fondului de timp ore convenționale: 3*25= 75					Ore
Studiul după manual, suport de curs, bibliografie și notițe					20
Documentare suplimentară în bibliotecă, pe platformele electronice de specialitate și pe teren					15
Pregătire seminarii/ laboratoare, teme, referate, portofolii și eseuri					21
Tutoriat					2
Examinări					5
Alte activități:.....					
3.7. Total ore studiu individual		63			
3.8. Total ore pe semestru		91			
3.9. Numărul de credite		3			

4. Precondiții (acolo unde este cazul)

4.1. de curriculum	• -
4.2. de competențe	• -

5. Condiții (acolo unde este cazul)

5.1. de desfășurare a cursului	• --
5.2. de desfășurare a seminarului/ laboratorului	• ----

¹ Tipul de evaluare: E – examen, VP – verificare pe parcurs, C – colocviu.

² Regimul disciplinei: OB - obligatorie, OP - opțională, F- facultativă.

6. Competențele specifice acumulate

Competențe profesionale	C3
Competențe Transversale	CT3

7. Obiectivele disciplinei (reieșind din grila competențelor specifice acumulate)

7.1 Obiectivul general al disciplinei	Să dezvolte abilitățile esențiale pentru elaborarea lucrărilor științifice
7.2 Obiective specifice	- Să dezvolte abilitățile de citire și documentare - Să elaboreze argument științifice - Să recunoască argument falacioase - Să conceapă și planifice o lucrare științifică - Să scrie o lucrare științifică în conformitate cu normele academice de citare, deontologice și documentare

8. Conținuturi

8. Seminar special	Metode de predare	Observații
1. Introducere. Considerații generale asupra disciplinei.	Dialog, prelegere.	---
2. Cum să analizăm texte în științele sociale.	Brainstorm, dialog, prelegere	Coffin, Caroline <i>et al.</i>, <i>Teaching Academic Writing</i>, London & New York: Routledge, 2003. Fisher, Alec, <i>The logic of real arguments</i>, Second Edition, Cambridge: Cambridge University Press, 2005. Fisher, Alec, <i>Critical Thinking: An Introduction</i>, Second Edition, Cambridge: Cambridge University Press, 2011. Walton, Douglas. <i>Fundamentals of Critical Argumentation</i>, Cambridge, U.K.: Cambridge University Press, 2006.
3. Cum să structurăm argumente.	Dialog, prelegere	Fisher, Alec, <i>The logic of real arguments</i>, Second Edition, Cambridge: Cambridge University Press, 2005. Nolt, John; Varzi, Achille; Rohatyn, Dennis, <i>Schaum's Outline of Logic</i>, New York: McGraw-Hill, 1998.
4. Cum să evaluăm argumentele.	Dialog, prelegere	LePore, Ernest, <i>Meaning and Argument</i> ,

		Oxford: Blackwell, 2000. Barwise, Jon; John Etchemendy, <i>Language, Proof and Logic</i> , New York; Londra: Seven Bridges Press, 1999. Forbes, Graeme, <i>Modern Logic</i> , New York: Oxford University Press, 1994.
5. Cum să recunoaștem și evităm sofismele.	Dialog, prelegere	Walton, Douglas, <i>A Pragmatic Theory of Fallacy</i> , Tuscaloosa: The University of Alabama Press, 1995. Walton, Douglas, <i>Arguments from Ignorance</i> , University Park, Pa.: The Pennsylvania State University Press, 1996. Walton, Douglas, <i>Begging the Question. Circular Reasoning as a Tactic in Argumentation</i> , New York; Westport; London: Greenwood Press, 1992. Walton, Douglas. <i>Fundamentals of Critical Argumentation</i> , Cambridge, U.K.: Cambridge University Press, 2006.
6. Cum realizăm sinteze în lucrările științifice.	Prelegere	Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Graff, Gerald; Birkenstein, Cathy; Durst, Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009
7. Cum se citează. Stiluri și standarde.	Prelegere	University of Chicago, <i>The Chicago Manual of Style</i> , Sixteenth Edition, Chicago: University of Chicago Press. Graff, Gerald; Birkenstein, Cathy; Durst, Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
8. Cum scriem o lucrare științifică: limbaj academic și termeni tehnici.	Dialog, prelegere	Coffin, Caroline et al., <i>Teaching Academic Writing</i> , London & New York: Routledge, 2003. Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Graff, Gerald; Birkenstein, Cathy; Durst, Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
9. Cum scriem o lucrare științifică: stil, ton și gramatică.	Dialog, prelegere	Coffin, Caroline et al., <i>Teaching Academic Writing</i> , London & New York: Routledge, 2003. Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Graff, Gerald; Birkenstein, Cathy;

		Durst,Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
10. Prezentare generală a designurilor de cercetare.	Prelegere	Burnham, Peter <i>et al.</i> , <i>Research methods in politics</i> , Houndmills, Basingstoke, Hampshire; New York: Palgrave Macmillan, 2004. McNabb, David E., <i>Research methods for political science</i> , Second Edition, London, New York: Routledge, 2015.
11. Prezentare generală a metodelor de cercetare din științele sociale.	Prelegere	McNabb, David E., <i>Research methods for political science</i> , Second Edition, London, New York: Routledge, 2015. Bruter, Michael; Lodge, Michael, <i>Political science research methods in action</i> , Houndmills, Basingstoke, Hampshire; New York: Palgrave Macmillan, 2013.
12. Plagiat, drepturi de autor, etică.	Dialog, prelegere	Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Graff, Gerald; Birkenstein, Cathy; Durst,Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i> . New York: W. W. Norton & Company, 2009.
13. Elaborarea unei prezentări PowerPoint.	Dialog, prelegere	Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998.
14. Concluzie: Rolul tehnicilor de elaborare a lucrărilor științifice.	Dialog, prelegere	-----
Barwise, Jon; John Etchemendy, <i>Language, Proof and Logic</i>, New York; Londra: Seven Bridges Press, 1999. Bruter, Michael; Lodge, Michael, <i>Political science research methods in action</i>, Houndmills, Basingstoke, Hampshire; New York: Palgrave Macmillan, 2013. Burnham, Peter <i>et al.</i>, <i>Research methods in politics</i>, Houndmills, Basingstoke, Hampshire; New York: Palgrave Macmillan, 2004. Coffin, Caroline <i>et al.</i>, <i>Teaching Academic Writing</i>, London & New York: Routledge, 2003. Day, Robert A., <i>How to write and publish a scientific paper</i>, Fifth Edition, Phoenix, AZ: ORYX Press, 1998. Fisher, Alec, <i>Critical Thinking: An Introduction</i>, Second Edition, Cambridge:Cambridge University Press, 2011. Fisher, Alec, <i>The logic of real arguments</i>, Second Edition, Cambridge:Cambridge University Press, 2005. Forbes, Graeme, <i>Modern Logic</i>, New York: Oxford Univesity Press, 1994. Freely, Austin, <i>Argumentation and Debate. Critical Thinking for Reasoned Decision</i>, Boston: Wadsworth Publishing Company, 1992. Graff, Gerald; Birkenstein, Cathy; Durst,Russell, <i>They Say/I Say: The Moves That Matter in Academic Writing with Readings</i>. New York: W. W. Norton & Company, 2009 LePore, Ernest, <i>Meaning and Argument</i>, Oxford: Blackwell, 2000. McNabb, David E., <i>Research methods for political science</i>, Second Edition, London, New York: Routledge, 2015. Nolt, John; Varzi, Achille; Rohatyn, Dennis,<i>Schaum's Outline of Logic</i>, New York: McGraw-Hill, 1998.		

Stillar, Glenn F., *Analyzing Everyday Texts: Discourse, Rhetoric, and Social Perspectives*, Sage, 1988.
 University of Chicago, *The Chicago Manual of Style*, Sixteenth Edition, Chicago: University of Chicago Press.
 Walton, Douglas, *A Pragmatic Theory of Fallacy*, Tuscaloosa: The University of Alabama Press, 1995.
 Walton, Douglas, *Arguments from Ignorance*, University Park, Pa.: The Pennsylvania State University Press, 1996.
 Walton, Douglas, *Begging the Question. Circular Reasoning as a Tactic in Argumentation*, New York; Westport; London: Greenwood Press, 1992.
 Walton, Douglas. *Fundamentals of Critical Argumentation*, Cambridge, U.K.: Cambridge University Press, 2006.

9. Coroborarea conținuturilor disciplinei cu așteptările reprezentanților comunității epistemice, asociațiilor profesionale și angajatorilor reprezentativi din domeniul aferent programului

Seminarul urmărește să dezvolte abilitățile esențiale pentru elaborarea unei lucrări științifice. Mai precis, studenții vor deprinde aptitudini de planificare și scriere a lucrărilor științifice.

10. Evaluare

Tip de activitate	10.1. Criterii de evaluare	10.2. Metode de evaluare	10.3. Pondere din nota finală
10.4. Seminar	Activitate la seminar	Evaluare continuă	30%
10.5 Examen scris	Elaborarea și scrierea unei lucrări științifice.	Analiza lucrării științifice	70%
10.6. Standard minim de performanță			
- participarea la 75% din seminarii - elaborarea unei lucrări științifice în conformitate cu normele academice prezentate (rigoare argumentativă, citare corectă, designul cercetării și metodele folosite, stil, ton, gramatică).			

Data completării:
15 septembrie 2015

Semnătura titularului de curs:
.....

Semnătura titularului de seminar:
.....

Data avizării în catedră

15.09.2015

Semnătura Șefului de departament/ catedră

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