



Course syllabus

Academic year 2023-2024

1. Information about the program

1.1 Higher Education Institution	Babeș-Bolyai University
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

2. Information about the discipline

2.1 Title	Guidelines for Writing Scientific Papers						
2.2 Course holder	Lecturer Dr. Ludușan Adrian						
2.3 Seminar holder	Lecturer Dr. Ludușan Adrian						
2.4 Year of study	3	2.5 Semester	5	2.6. Type of assessment ¹	E	2.7 Type of module ²	OB

3. Total estimated time (teaching hours per semester)

3.1 No. of hours per week	3	3.2 of which for course	1	3.3 of which for seminar	2
3.4 Total no. of hours in the curriculum	42	3.5 of which for course	14	3.6 of which for seminar	28
Time distribution:					Hours
Study by using handbook, reader, bibliography and course notes					17
Additional library/specialised online research, field research					11
Preparation of seminars/laboratories, homework, projects, portfolios and essays					15
Tutoring					13
Examinations					2
Other activities:					
3.7 Total no. of hours for individual study			58		
3.8 Total no. of hours per semester			100		
3.9 No. of ETCS credit points			4		

4. Prerequisites (where applicable)

4.1 of curriculum	❖ -
4.2 of competencies	❖ -

5. Conditions (where applicable)

5.1 For the development of the course	❖ Access to computers that have a valid license of Microsoft Word, and Microsoft Excel
5.2 For the development of the seminar/laboratory	❖ Access to computers that have a valid license of Microsoft Word, and Microsoft Excel

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

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



6. Specific skills acquired

Professional skills	❖ C3
Interdisciplinary skills	❖ CT3

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	<ul style="list-style-type: none"> ❖ to conceive and plan scientific papers (with an emphasis on the methodological and research design aspects) ❖ to elaborate scientific papers respecting the academic standards of citation, research ethics, and documentation.

8. Contents

8.1 Course	Teaching methods	Observations
1. The essentials of notes and bibliography style of citation.	Lecturing	<i>The Chicago Manual of Style</i> (17th ed.), Chicago: University of Chicago Press, 2017.
2. The essentials of author-date style of citation.	Lecturing	<i>The Chicago Manual of Style</i> (17th ed.), Chicago: University of Chicago Press, 2017.
3. Notes and bibliography style using Microsoft word/TeXworks.	Lecturing	<i>The Chicago Manual of Style</i> (17th ed.), Chicago: University of Chicago Press, 2017.
4. Author-date style using Microsoft word/TeXworks.	Interactive teaching using Microsoft Word/TeXworks	Vermaat, Misty E., <i>Microsoft Word 2013: Complete</i> , Boston, MA: Cengage Learning, 2013. Delmotte, Alain; Stefan Löffler, et al., <i>A short manual for TEXworks</i> , available at http://ex.osaka-kyoiku.ac.jp/~fujii/EX/Te



		Xworks-manual-en.pdf .
5. Overview of research designs used in social sciences.	Interactive teaching using Microsoft word/TeXworks.	Curini, Luigi & Franzese, Robert, <i>The SAGE Handbook of Research Methods in Political Science and International Relations</i> , London: Sage Publications, 2020.
6. Overview of research methods used in social sciences.	Interactive teaching using Microsoft word/TeXworks	Lamont, Cristopher, <i>Research Methods in International Relations</i> , Los Angeles: SAGE Publications, 2015.
7. Review of the topic.	Lecturing	

Bibliography:

1. Curini, Luigi & Franzese, Robert, *The SAGE Handbook of Research Methods in Political Science and International Relations*, London: Sage Publications, 2020.
2. Day, Robert A., *How to write and publish a scientific paper*, Fifth Edition, Phoenix, AZ: ORYX Press, 1998.
3. Delmotte, Alain; Stefan Löffler, et al., *A short manual for TEXworks*, available at <http://ex.osaka-kyoiku.ac.jp/~fujii/EX/TeXworks-manual-en.pdf>.
4. Lamont, Cristopher, *Research Methods in International Relations*, Los Angeles: SAGE Publications, 2015.
5. University of Chicago, *The Chicago Manual of Style (17th ed.)*, Chicago: University of Chicago Press, 2017.
6. Vermaat, Misty E., *Microsoft Word 2013: Complete*, Boston, MA: Cengage Learning, 2013.

8.2 Seminar/Laboratory	Teaching methods	Observations
1. Introduction. Overview of the topic.	Interactive teaching, lecturing.	
2. How to cite using notes and bibliography style I.		<i>The Chicago Manual of Style (17th ed.)</i> , Chicago: University of Chicago Press, 2017.
3. How to cite using notes and bibliography style II.	Interactive teaching, lecturing	<i>The Chicago Manual of Style (17th ed.)</i> , Chicago: University of Chicago Press, 2017.
4. How to cite using author-date style I.	Lecturing, interactive teaching.	<i>The Chicago Manual of Style (17th ed.)</i> , Chicago: University of Chicago Press, 2017.



5. How to cite using author-date style II.	Lecturing, interactive teaching.	<i>The Chicago Manual of Style</i> (17th ed.), Chicago: University of Chicago Press, 2017.
6. How to set up a scientific paper using Microsoft word/ TeXworks.	Lecturing.	Vermaat, Misty E., <i>Microsoft Word 2013: Complete</i> , Boston, MA: Cengage Learning, 2013. Delmotte, Alain; Stefan Löffler, et al., <i>A short manual for TEXworks</i> , available at http://ex.osaka-kyoiku.ac.jp/~fujii/EX/TeXworks-manual-en.pdf .
7. How to cite using Microsoft word/TeXworks – notes and bibliography style.	Lecturing.	Vermaat, Misty E., <i>Microsoft Word 2013: Complete</i> , Boston, MA: Cengage Learning, 2013. Delmotte, Alain; Stefan Löffler, et al., <i>A short manual for TEXworks</i> , available at http://ex.osaka-kyoiku.ac.jp/~fujii/EX/TeXworks-manual-en.pdf .
8. How to cite using Microsoft word/TeXworks – author-date style.	Lecturing, interactive teaching.	Vermaat, Misty E., <i>Microsoft Word 2013: Complete</i> , Boston, MA: Cengage Learning, 2013. Delmotte, Alain; Stefan Löffler, et al., <i>A short manual for TEXworks</i> , available at http://ex.osaka-kyoiku.ac.jp/~fujii/EX/TeXworks-manual-en.pdf .
9. How to write a scientific paper: academic language, technical terms, style, tone, and grammar.	Lecturing, interactive teaching.	Day, Robert A., <i>How to write and publish a scientific paper</i> , Fifth Edition, Phoenix, AZ: ORYX Press, 1998.
10. Research designs in international relations.	Lecturing, interactive teaching.	Curini, Luigi & Franzese, Robert, <i>The SAGE Handbook of Research Methods in Political Science and International Relations</i> , London: Sage Publications, 2020.
11. Research methods in international relations: quantitative and formal methods.	Lecturing	Lamont, Cristopher, <i>Research Methods in International Relations</i> , Los Angeles: SAGE Publications, 2015.



12. Research methods in international relations: qualitative methods.	Lecturing	Lamont, Cristopher, <i>Research Methods in International Relations</i> , Los Angeles: SAGE Publications, 2015.
13. 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.
14. 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.

Bibliography:

1. Curini, Luigi & Franzese, Robert, *The SAGE Handbook of Research Methods in Political Science and International Relations*, London: Sage Publications, 2020.
2. Day, Robert A., *How to write and publish a scientific paper*, Fifth Edition, Phoenix, AZ: ORYX Press, 1998.
3. Lamont, Cristopher, *Research Methods in International Relations*, Los Angeles: SAGE Publications, 2015.
4. University of Chicago, *The Chicago Manual of Style (17th ed.)*, Chicago: University of Chicago Press, 2017.
5. Vermaat, Misty E., *Microsoft Word 2013: Complete*, Boston, MA: Cengage Learning, 2013.

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 Course	Writing a scientific paper	Evaluation of the paper	60
10.5 Seminar/ Laboratory	Seminar Activity	Evaluation of assignments	30
			<i>Ex officio</i> : 1 point
10.6 Minimum standard of performance			



<p>For grade 5: fulfil the seminar assignments + obtain 1 point at the written examination or obtain 4 points at the written examination.</p>	<p>For grade 10: fulfil seminar assignments + obtain 6 points at the examination.</p>
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Date

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Date of departmental approval

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Course holder signature

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Seminar holder signature

Head of department signature

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