

Subject card

Subject name and code	Methodology and Sources of Scientific Information. Preparation of Bachelor Thesis, PG_00169768						
Field of study	Economics						
Date of commencement of studies	October 2025		Academic year of realisation of subject		2026/2027		
Education level	Bachelor's studies		Subject group		Obligatory subject group in the field of study Humanistic-social subject group		
Mode of study	part-time studies		Mode of delivery		e-learning		
Year of study	2		Language of instruction		Polish		
Semester of study	4		ECTS credits		1.0		
Learning profile	academic		Assessment form				
Conducting unit	Faculty of Economics -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		mgr Katarzyna Krasowska				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	15.0	0.0	0.0	0.0	0.0	15
	E-learning hours included: 15.0						
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	15		5.0		5.0	25
Subject objectives	The course objectives include acquainting students with: - The guidelines for composing a bachelor's thesis, - Techniques for sourcing literature essential for a diploma thesis, - The methodology for generating bibliographic footnotes, - Protocols for submitting personal scientific works, - The application of bibliometric indicators, - The procedures for compiling a bibliography: • Utilizing ENDNOTE, • Developing an appended bibliography.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[EKONL3_W06] have an advanced knowledge of selected methods and tools, including statistical and econometric techniques, for describing economic agents and structures as well as social institutions and the processes taking place in them	The student has an in-depth knowledge of selected methods and tools for describing economic phenomena, including data acquisition techniques that allow to describe and analyze economic entities and structures, as well as the processes and phenomena occurring in them.	[SW4] test/exam - oral or written
	[EKONL3_U10] has the ability to prepare oral presentations, in Polish and in a foreign language, on economic and social issues, using specialist terminology, theoretical approaches, principles of collecting various sources of data, their description and interpretation, and making inferences from scientific literature, and is able to take an active part in a debate	The student is able to prepare oral presentations in Polish and a foreign language on economic and social issues using various data sources. Can take an active part in the debate.	[SU4] test/exam - oral or written
	[EKONL3_U09] is able to prepare written work, in Polish and in a foreign language, on specific economic and social issues, using specialist terminology, theoretical and methodological approaches, principles of collecting data from various sources, their description and interpretation, making inferences based on scientific literature and factual data, and making international comparisons	The student is able to prepare written assignments in Polish and foreign language on issues related to economics. Can search, analyse and evaluate information using a variety of sources, as well as make international comparisons.	[SU4] test/exam - oral or written
	[EKONL3_W10] knows and understands the basic concepts and principles of industrial property, intellectual property and copyright law	The student knows and understands the principles of copyright, industrial and intellectual property protection.	[SW4] test/exam - oral or written

Subject contents	1. Bachelor's Thesis Writing Guidelines: - nature of the thesis, - format of the thesis, - structure of the thesis, - plagiarism prevention, 2. Utilizing Traditional Resources: - varieties, - research methods, - application. 3. Leveraging Electronic Resources - access via HAN system. 4. Compilation of a Bibliography: - principles of compilation, - description styles, - UG staff publication listing, - bibliometric analysis. 5. Formulation of Footnotes: - creation guidelines, - footnote categories. 6. A few words about BUG. Doubts about the rules for writing a bachelors thesis will be resolved also during consultations.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	test	51.0%	100.0%
Recommended reading	Basic literature	1. Dudziak A., Żejmo A., <i>Redagowanie prac dyplomowych</i>, Centrum Doradztwa i Informacji Difin, Warszawa 2008. 2. Wojcik K., <i>Piszę akademicką pracę promocyjną - licencjacką, magisterską, doktorską</i>, Wyd. 9 zm. i uzupeł., Wolters Kluwer, Warszawa 2015. 3. Sowińska B., <i>Przypisy, powołania, bibliografia załącznikowa. Poradnik</i>, Wydawnictwo Uczelniane Wyższej Szkoły Gospodarki, Bydgoszcz 2013. 4. Węglińska M. <i>Jak pisać pracę magisterską? Poradnik dla studentów</i>, Oficyna wydawnicza Impuls, Kraków 2016.	

	Supplementary literature	1. Antczak M., Nowacka A., <i>Przypisy, powołania, bibliografia załącznikowa: jak tworzyć i stosować: podręcznik</i>, Wyd.2 popr., Wydawnictwo Stowarzyszenia Bibliotekarzy Polskich, Warszawa 2009. 2. Piotrek P., Zieleniecka B., <i>Technika pisania prac dyplomowych</i>, Wyd. 3 zm. i uzup., Wydawnictwo Wyższej Szkoły Bankowej, Poznań 2004.
	eResources addresses	
Example issues/ example questions/ tasks being completed	1. Does the bachelor's thesis have to include a bibliography? 2. How many chapters does a bachelor's thesis consist of? 3. Are diploma theses at the Faculty of Economics checked with an anti-plagiarism program? 4. What is the maximum number of books that a student of the last year of studies can borrow? 5. What bibliometric indicators are used in the UG Knowledge Base? 6. What is a bibliography?	
Work placement	Not applicable	

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