University of Gdańsk

Subject card

Subject name and code	Methodology and Sources of Scientific Information. Preparation of Thesis, PG_00199731		
Field of study	Business and Environmental Technology		
Date of commencement of studies	October 2026	Academic year of realisation of subject	2026/2027
Education level	Master's studies	Subject group	Obligatory subject group in the field of study Humanistic-social subject group Subject group related to scientific research in the field of study
Mode of study	full-time studies	Mode of delivery	e-learning
Year of study	1	Language of instruction	Polish
Semester of study	2	ECTS credits	1.0
Learning profile	academic	Assessment form	credit
Conducting unit	Faculty of Economics -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	mgr Katarzyna Krasowska	
	Teachers	mgr Katarzyna Krasowska	

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	0.0	10.0	25

Subject objectives

The course objectives include acquainting students with:

- The guidelines for composing a master'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,

- The importance of books in culture.

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[BiTEMU2_U08] searches, selects and analyzes the literature on environmental sciences, including scientific journals and databases, reading and understanding scientific texts in the native language and English	The student has the ability to use scientific sources of information, including electronic sources. He reads and understands texts in Polish and English.	[SU4] test/exam - oral or written
	[BiTEMU2_W07] lists and describes the concepts and principles of protection of industrial property and copyright, the need to manage intellectual property resources and the principles of using patent information resources	The student knows and understands the principles of copyright and industrial property law, understands the need to comply with them. Can use patent resources	[SW4] test/exam - oral or written
	[BiTEMU2_U05] is able to give a presentation and independently prepare various specialized written works appropriate for the field studied or in the area on the border of various scientific disciplines, using theoretical approaches, collecting various sources of data, their description and interpretation, and drawing conclusions based on scientific literature and the results of own research work	The student has the ability to prepare and deliver presentations and prepare specialized written works, searching for information in various data sources.	[SU4] test/exam - oral or written

Subject contents	1. Master'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. Bibliology and reading culture. 7. A few words about BUG.
Prerequisites and co-requisites	No requirements

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., *Redagowanie prac dyplomowych*, Centrum Doradztwa i Informacji Difin, Warszawa 2008. 2. Wojcik K., *Piszę akademicką pracę promocyjną - licencjacką, magisterską, doktorską*, Wyd. 9 zm. i uzup., Wolters Kluwer, Warszawa 2015. 3. Sowińska B., *Przypisy, powołania, bibliografia załącznikowa. Poradnik*, Wydawnictwo Uczelniane Wyższej Szkoły Gospodarki, Bydgoszcz 2013. 4. Węglińska M. *Jak pisać pracę magisterską? Poradnik dla studentów,* Oficyna wydawnicza Impuls, Kraków 2016.
	Supplementary literature	1. Antczak M., Nowacka A., *Przypisy, powołania, bibliografia załącznikowa: jak tworzyć i stosować: podręcznik,* Wyd.2 popr., Wydawnictwo Stowarzyszenia Bibliotekarzy Polskich, Warszawa 2009. 2. Pioterek P., Zieleniecka B., *Technika pisania prac dyplomowych,* Wyd. 3 zm. i uzup., Wydawnictwo Wyższej Szkoły Bankowej, Poznań 2004. 3. Gwadera M., *Źródła do badań kultury czytelniczej - trwanie, zmiana, konwergencja [w:] Bibliotheca Nostra*. Śląski Kwartalnik Naukowy, 2019, nr 1 (55), s. 55-77. 4. Dymel A., Kotuła S. D., Znajomski A., *Kultura czytelnicza i informacyjna - teoria i praktyka: wybrane zagadnienia*, Wydawnictwo Uniwersytetu Marii Curie-Skłodowskiej, Lublin, 2015.
	eResources addresses	
Example issues/ example questions/ tasks being completed	1. Does the master's thesis have to include a bibliography? 2. How many chapters does a master'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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