

Subject card

Subject name and code	Seminar I - RYTEL-WARZOCHA Anna , PG_00174506						
Field of study	Law in administration and economy						
Date of commencement of studies	October 2025	Academic year of realisation of subject				2026/2027	
Education level	Master's studies	Subject group					
Mode of study	part-time studies	Mode of delivery				at the university	
Year of study	2	Language of instruction				Polish	
Semester of study	4	ECTS credits				4.0	
Learning profile	academic	Assessment form				credit	
Conducting unit	Department of Constitutional Law and Political Institutions -> Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr hab. Anna Rytel-Warzocha				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	0.0	0.0	0.0	15.0	15
	E-learning hours included: 0.0						
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		85.0	100
Subject objectives	The primary objective of the course is to develop students ability to analyze significant administrative and economical issues related to constitutional law, which will subsequently serve as the research topic for their master thesis.						
Learning outcomes	Course outcome		Subject outcome			Method of verification	

Subject contents

Formal and Substantive Guidelines for Writing a Masters Thesis

- Structure of the thesis: introduction, theoretical part, research part, conclusions, and recommendations.
- Rules for drafting the thesis: logical consistency, linguistic correctness, proper citation of sources.
- Choosing the topic of the thesis in the context of current constitutional, administrative, and public issues.
- Formulating the research problem, research questions, and hypotheses.
- Academic style and scientific standards applicable at the Faculty of Law and Administration, University of Gdańsk.
- Formatting, bibliography, and footnote requirements according to faculty regulations and guidelines.

Rules for Collecting Materials for Research

- Identification of sources of knowledge: academic literature, legal acts, case law, official publications.
- Techniques for collecting empirical data: interviews, surveys, observations, document analysis.
- Assessment of the reliability and relevance of information sources.
- Organization of collected materials to enable their effective use in the thesis.
- Ethical and legal aspects of using sources and conducting research (personal data protection, copyright).
- Creating bibliographic databases and source materials for the research thesis.

Research Methodology in Administration

- Basic scientific research methods applied in public administration.
- Selection of research methods appropriate to the research problem (quantitative and qualitative methods).
- Data analysis and interpretation of results in the context of administrative issues.

Drafting and Presenting Results

- Ways of presenting research results in written and oral form.
- Preparation of outlines, plans, and drafts of the thesis.
- Guidelines for preparing the thesis defense: oral presentation, defense of hypotheses, answering questions.

Integration of Theoretical Knowledge with Administrative Practice

- Use of practical experience and case studies in developing the thesis topic.

	<ul style="list-style-type: none"> Formulating recommendations for public administration based on research results. 		
Prerequisites and co-requisites	none		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	written paper	51.0%	100.0%
Recommended reading	Basic literature	J. Kamień, Podręcznik autora, Gdańsk 2015. A. Pułło, Prace magisterskie i licencjackie. Wskazówki dla studentów, Warszawa 2007.	
	Supplementary literature	J. Boć Jak pisać prace magisterską, Wrocław 2009.	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

Document generated electronically. Does not require a seal or signature.