

COURSE DESCRIPTION

1. information about the program

1.1 Name of the university	Babeş-Bolyai University, Cluj-Napoca
1.2 Faculty	Faculty of Political, Administrative and Communication Sciences
1.3 Department	Political Science Department
1.4 Field of study	Political Science
1.5 Level of study	Master of Arts
1.6 Study program / Qualification	Research design and Data Analysis

2. Information about the discipline

2.1 Discipline title	Academic writing						
2.2 Course lecturer	-						
2.3 Seminar assistant	Zoltán Pálffy						
2.4 Year of study	1	1. Semester	1	2.6. Evaluation type	E	2.7 Discipline type	COMPULSORY

3. Total estimated time (hours of didactic activities per semester)

3.1 Number of hours per week	2	of which:		seminar/laboratory	2
3.4 3.4 Total hours in the study plan	28	of which:		seminar/laboratory	28
Time distribution: Face to face study: 3 hrs. Individual study: 1,5 hrs					hrs
Studying the manual, course reader, bibliography and notes:					1x14
Supplementary documentation in the library, on electronic platforms and in the field:					1x14
Preparing seminars/laboratories, homework, syntheses, portfolios and essays:					1x14
Tutorials					
Examinations					
Other activities:					
3.7 Total hours of individual study	42				
3.8 Total hours per semester	80				
3.9 Number of credits					

4. Prerequisites (where applicable)

4.1 based on the curriculum	It is not the case
4.2 based on competences	It is not the case

5. Conditions (where applicable)

5.1 for the course	
5.2 for the seminar/laboratory	Seminar attendance is compulsory according to University rules to at least 75% of the classes. You have to attend 10 classes out of 14 in order to pass the class. The seminar activity is taken into account during retake examination. If you do not have any seminar activity your maximum grade is 6. Students have to active in seminar classes and critically review the readings.

6. Accumulated specific competencies

Professional competencies	Develop and manage scientific topics, project plans, written documents, assessing special literature and formulating a hypothesis, unfold an argument and reach proper conclusions Building, supporting and promoting a project, plan, program or social-political action
Transversal competencies	Step by step acquiring of the abilities to create a scientific text in the political science domain. Learning how to make a written presentation of a detailed scientific argument. Learning how to read and write critically, according to scientific standards

7. Discipline objectives (from the accumulated competencies grid)

7.1 General objective	This course is compulsory for first year students and it aims to familiarize students with the international standards related to academic writing.
7.2 Specific objectives	Develop efficient strategies to turn a research idea into a scientific essay through both a theoretical framework and a meaningful database, both as a project and as a real-time practice.

8. Contents

8.1 Seminar	Teaching methods	Observations
8.2 Seminar / laboratory	Teaching methods	Observations
1. Introduction to the course	Presentation of the seminar objectives	Discussion
2. The discipline of political science among social sciences	Presentation of the seminar objectives Interactive discussions	We discuss about the specificity of political science among other social sciences, regarding general rules of academic writing.
3. Scientific standards. From description through interpretation to evaluation. Objectivity	Interactive discussion, experiential learning	We discuss about the specificity of political science among other social sciences, regarding general rules of academic writing.
4. Before writing: reading critically. Taking notes from a research reading	Presentation and interactive discussions.	Students have to read the article assigned for this class.
5. Reading for research purposes: How to select a bibliography.	Learning through feedback and simulation	Students receive individual feedback from the lecturer
6. Formulating a topic. The research question and the title. Hypotheses. Research proposal	Presentation and interactive discussions.	Students receive individual feedback from the lecturer

7. Key concepts/words, key sentences, paragraphs. Writing a summary	Presentation and exercises	Students learn the American Political Science Association type of reference making.
8. Parts of a scientific paper 1. Abstract, table of contents, introduction	Presentation and interactive discussions. Individual work	Students will have to read a passage of an article take notes and paraphrase the ideas from it.
9. Parts of the paper: The argument unfolding through chapters. Conclusion	Presentation and learning through simulation	In this course there will be exercises to identify arguments from a text and present the steps to write a position paper.
10. Citation and/or paraphrasing. Organizing the bibliographical apparatus. Avoiding plagiarism	Presentation and learning through simulation	Students learn the American Political Science Association type of reference making. Techniques to avoid plagiarism and paraphrasing
11. Parts of the paper 3. Theoretical background	Presentation and learning through simulation	Methods of research are presented.
12. Creating a database	Presentation and interactive discussions.	Methods of research are presented.
13. How to Organize your Research. Managing resources	Presentation and discussion	Methods of research are presented.
14. Summary in reverse: What not to do?	Interactive discussions	Students have to read the assigned reading materials throughout the seminar and give feedback on it

Bibliography

Babbie, E. (2010). *The practice of social research*, 12th edition. Wadsworth Cengage Learning, pp. 506-528.

Diane E. Smith. (2005) *Writing in political Science. A Practical Guide*. California State University, Chicago

Bailey, S. (2003) *Academic Writing. A practical guide for students*. London: Routledge Falmer,

Baglione, L. A. (2015) *Writing a research paper in political science. A practical guide to inquiry, structure and methods*, 3rd edition, LA: CQ Press

Neville, C. (2010) *The complete guide to referencing and avoiding plagiarism*, 2nd edition, Berkshire: Open University Press.

Procter, Margaret. *Taking Notes from a Research Reading*.
[\[http://www.writing.utoronto.ca/images/stories/Documents/notes-from-research.pdf\]](http://www.writing.utoronto.ca/images/stories/Documents/notes-from-research.pdf)

Scott Gregory M. and Garrison Stephen M. (1998) *The Political Science Student Writer's Manual*. Prentice Hall New Jersey

Zemach, D. E. & Rumisek, L. A. (2005) *Academic writing. From paragraph to essay*. London: MacMillan,

9. The corroboration of discipline contents with the expectations of epistemic community representatives, professional associations and representative employers in the study program's corresponding field

This seminar is required for all the political science courses because it presents the methods and writing techniques of specialized works. The syllabus took into account the recommendations of professors and their course requirements.

10. Evaluation

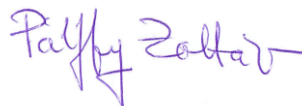
Type of activity	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Weight in final mark
10.4 Course			
10.5 Seminar/laboratory	Writing a critical review to a scientific article.	Reading the position paper, assessing the arguments and originality of the criticisms	50%
	Write four homeworks: three hypotheses, writing an essay, writing a bibliography, attempted database.	Respecting the deadline and avoid plagiarism	50%

10.6 Minimum performance standard

Seminar attendance is compulsory according to University rules to at least 75% of the classes. Students have to accomplish the homeworks and the critical review. Students have to respect the following rules:
 Those that will plagiarize or will engage in academic fraud will get 1 and will be reported to the department with a recommendation to be expelled.
 Please guide yourself according to the following criteria:
 Team work that is not approved by the course lecturer is academic fraud.
 The presentation of a paper written by someone else or a paper presented at the same time to another course constitutes plagiarism.
 Using materials or unauthorized sources during exams constitutes cheating.
 Seminar attendance is mandatory for 75% of the classes. You have to attend 10 out of 14 seminars in order to be accepted to submit the final paper.

Date
10. 09. 2023

Seminar assistant signature
Zoltán Pálffy, Phd.



Date of approval in the Department

Head of department's signature

15. 09. 2023

