



## SYLLABUS

### *Practical seminar - researching and writing the dissertation*

Academic year 2025-2026

#### 1. Information about the study program

1.1. University	Babeș-Bolyai University
1.2. Faculty	The Faculty of Letters
1.3. Department	English Language and Literature
1.4. Field of study	Language and literature
1.5. Study cycle (BA/MA)	MA
1.6. Study programme/Qualification	British Cultural Studies / Master in Philology
1.7. Enrolment frequency	Full time

#### 2. Information about the subject

2.1. Course title		Practical seminar - researching and writing the dissertation (taught in English)				Course code		LME2215			
2.2. Course tutor					—						
2.3. Seminar / practical course (laboratory) tutor					Dissertation supervisor						
2.4. Year of study		2	2.5. Semester		2	2.6. Type of assessment		VP	2.7. Course status	Contents	DC
										Mandatory	DO

#### 3. Total estimated time (teaching hours per semester)

3.1. Number of hours per week	3	of which: 3.2 course	0	3.3. seminar/laboratory	3
3.4. Total number of hours in the curriculum	36	of which: 3.5 course	0	3.6. seminar/laboratory	36
<b>Allotted time for individual study (ID) and self-study activities (SA)</b>					<b>hours</b>
Study based on textbook, course manual, recommended bibliography, personal notes (SA)					36
Additional research (in the library, online scientific databases/platforms, or field documentation)					36
Preparation for seminars / laboratory classes/ essays/ projects/ homework/ portfolios and reports					36
Tutoring					27
Assessment (examinations)					4
Other activities:					
3.7. Total hours for individual study					139
3.8. Total hours per semester					175
3.9. Number of credits					7

#### 4. Prerequisites (if necessary)

4.1. curriculum	—
4.2. skills	<ul style="list-style-type: none"> <li>Fundamental notions of academic research, documentation in libraries and archives (Master's Degree Level).</li> <li>Basic knowledge of writing an academic paper.</li> </ul>

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## 5. Conditions (if necessary)

5.1. for delivering lectures	<ul style="list-style-type: none"> <li>room with smart board, laptop and projector</li> </ul>
5.2. for teaching seminars/laboratory classes	<ul style="list-style-type: none"> <li>room with smart board, laptop and projector</li> <li>final assessment is dependent upon fulfilment of requirements (writing and presenting the mandatory papers / practical tasks)</li> </ul>

## 6. Acquired specific skills

Professional/essential skills	<ul style="list-style-type: none"> <li>C1 Appropriate use of fundamental concepts in the study of general linguistics, theory of literature and comparative literature;</li> <li>C2 Efficient written and oral communication in English;</li> <li>C3 Description of the phonetic, lexical and grammatical system of the English language and its use in the production and translation of texts and in verbal interaction;</li> <li>C4 Analysis and presentation of literary phenomena in the context of the reference culture;</li> <li>C5 Description of the phonetic, lexical and grammatical system of the second language and its use in the production and translation of texts and in verbal interaction;</li> <li>C6 Analysis and presentation of literary phenomena in the context of the reference culture B.</li> </ul>
Transversal skills	<ul style="list-style-type: none"> <li>CT1 Using the instruments of linguistics and literary studies in accordance to professional ethics;</li> <li>CT3 Setting up an individual project for lifelong training; achieving training by accumulating information, participating in team projects and in institutional and personal development programs.</li> </ul>

## 7. Course objectives (derived from the acquired specific skills)

7.1. General objective of course	<ul style="list-style-type: none"> <li>This module offers an applied approach to the principles of academic ethics and the norms and methods of writing a scientific paper / dissertation.</li> </ul>
7.2. Specific objectives	<ul style="list-style-type: none"> <li>Concepts of research ethics (plagiarism, copyright, role and use of references, authenticity/intellectual theft, etc.); the good practices of research ethics.</li> <li>Explanation of a number of key-concepts in the process of writing a dissertation.</li> <li>The use of different perspectives in dealing the problems specific to writing a dissertation.</li> <li>The quantitative and qualitative analysis of information.</li> <li>Archiving, referencing and the critical assessment of specialist bibliography.</li> <li>Constructing a complex, rich and precise oral / written discourse.</li> </ul>

## 8. Contents

8.1. Course	Teaching methods	Remarks
–	–	This module consists exclusively of a practical course.

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<b>8.2. Seminar / practical course (laboratory class)</b>	<b>Teaching methods</b>	<b>Remarks</b>
1. RESEARCH ETHICS MODULE (1) What is academic ethics? Introductory notions.  Key-words: ethics, deontology, research, epistemology, authenticity.	Heuristic conversation, exemplification, exercises.	
2. RESEARCH ETHICS MODULE (2) Types of sources and how to treat them.  Key-words: sources, research, quantitative analysis, qualitative analysis, archiving.	Heuristic conversation, exemplification, exercises.	
3. RESEARCH ETHICS MODULE (3) Plagiarism: definition, examples and ways to prevent it.  Key-words: plagiarism, cloning, copying, adapting, aggregating.	Heuristic conversation, exemplification, exercises.	
4. RESEARCH ETHICS MODULE (4) Integrating references: citing, paraphrasing, summarising, etc.  Key-words: references, citing, paraphrase, notes, summary.	Heuristic conversation, exemplification, exercises.	
5. DISSERTATION DOCUMENTATION MODULE (1) Working with electronic information databases. Conducting research in the library, devising an adequate critical bibliography.  Key-words: research, qualitative analysis, bibliography, references, citing	Heuristic conversation, exemplification, exercises.	
6. DISSERTATION DOCUMENTATION MODULE (2) Devising reading notes. Strategies and instruments.  Key-words: documentation, qualitative analysis, notes, reading notes, archiving.	Heuristic conversation, exemplification, exercises.	
7. DISSERTATION DOCUMENTATION MODULE (3) Corroborating bibliographical resources.  Key-words: corroboration, bibliography, references, notes, authenticity.	Heuristic conversation, exemplification, exercises.	
8. DISSERTATION WRITING MODULE (1) Devising the plan of the dissertation.  Key-words: plan, contents, indexing, structuring, formatting.	Heuristic conversation, exemplification, exercises.	
9. DISSERTATION WRITING MODULE (2) The Introduction: content and argumentation.  Key-words: abstract, introduction, rationale, motivation, argumentation.	Heuristic conversation, exemplification, exercises.	

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10. DISSERTATION WRITING MODULE (3) The chapters: structure, linking, developing the main ideas.  Key-words: paragraph, section, chapter, coherence, cohesiveness.	Heuristic conversation, exemplification, exercises.	
11. DISSERTATION WRITING MODULE (4) Formulating the conclusions; Devising the bibliography and the additional elements (appendices, lists of terms and figures, etc.).  Key-words: conclusions, bibliography, appendix, glossary, notes.	Heuristic conversation, exemplification, exercises.	
12. DISSERTATION WRITING MODULE (5) The final formatting of the text. Proof-reading.  Key-words: pagination, structuring, editing, proof-reading, reviewing.	Heuristic conversation, exemplification, exercises.	
Bibliography  "Code of Ethics in Academic Research." <i>European University Institute</i> , <a href="https://www.eui.eu/Documents/ServicesAdmin/DeanOfStudies/CodeofEthicsinAcademicResearch.pdf">https://www.eui.eu/Documents/ServicesAdmin/DeanOfStudies/CodeofEthicsinAcademicResearch.pdf</a> . Harris, Robert. "Anti-Plagiarism Strategies for Research Papers." <i>VirtualSalt</i> , 31 Oct 2020, <a href="https://www.virtualsalt.com/antiplag.htm">https://www.virtualsalt.com/antiplag.htm</a> . Russell, Tony, et al. "MLA Formatting and Style Guide." <i>The Purdue OWL</i> , Purdue U Writing Lab, 2 Aug. 2016. <i>The Chicago Manual of Style</i> , available online at <a href="http://www.chicagomanualofstyle.org/home.html">http://www.chicagomanualofstyle.org/home.html</a> . <i>The MLA Handbook</i> , available online at <a href="https://owl.purdue.edu/owl/research_and_citation/mla_style/index.html">https://owl.purdue.edu/owl/research_and_citation/mla_style/index.html</a> . "The Plagiarism Spectrum: Tagging 10 Types of Unoriginal Work." <i>Turnitin</i> . <a href="https://www.turnitin.com/static/plagiarism-spectrum/">https://www.turnitin.com/static/plagiarism-spectrum/</a> Walliman, Nicholas. <i>Research Methods. The Basics</i> . Routledge, 2011.		

**9. Validating course contents based on the expectations of epistemic communities, professional associations and of potential employers related to the field of study.**

<ul style="list-style-type: none"> <li>The content of the subject is reflected in the study programmes in pre-university and university institutions (which represent the principal prospective employers of the graduates of our line of studies).</li> <li>The syllabus is supported by specialised literature.</li> <li>The content of the seminar is in accordance with the national and international norms and laws regarding research ethics.</li> </ul>
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**10. Assessment (examination)**

Type of activity	10.1. Assessment criteria	10.2. Assessment methods	10.3 Weight in the final grade
10.4. Lecture	–	–	–



10.5. Seminar/practical course (laboratory class)	<ul style="list-style-type: none"> <li>Knowing the criteria of academic ethics and the norms of devising an extensive scientific paper.</li> </ul>	Colloquium (drafting at least 40 pages of the dissertation)	70%
		Continuous assessment	30%
10.6. Basic performance standard			
<ul style="list-style-type: none"> <li>Knowing and applying adequately the fundamental principles of research ethics in the field of Humanities / Philology.</li> <li>Proper use of specialised vocabulary / terminology.</li> <li>Preparing the dissertation in line with the applicable norms and standards</li> </ul>			
Organizational details, exceptional situation management:			
<ul style="list-style-type: none"> <li>Final assessment is not pre-conditioned by a minimum number of attendances of practical activities.</li> <li>Any fraudulent practices will result in refusal of assessment and a commensurate grade on the paper (1 "one").</li> <li>Using AI tools for generating ideas or discourse is allowed only with the tutor's permission and with explicit acknowledgement. This applies to both class discussions or assessment tasks and examinations. Unauthorized use of AI amounts to plagiarism. According to UBB regulations, plagiarism of any type triggers expulsion from university studies.</li> </ul>			

#### 11. Labels ODD (Sustainable Development Goals)

	General label for Sustainable Development
	Quality Education

Date:  
19.01.2025

Course tutor's name and signature

Lect. dr. Octavian More

Seminar tutor's name and signature /  
Practical course tutor's (Laboratory tutor's)  
name and signature,

Lect. dr. Octavian More

Date of approval:  
14.02.2025

Head of Department's name and signature,

Dr. Petronia Popa-Petrar

Date of approval  
Name and signature of Dean



UNIVERSITATEA BABEȘ-BOLYAI  
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