

FINAL PROJECT

IE University

Professor: **ANTONELLA FAZIO**

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Academic year: 23-24 Degree course: FOURTH Semester: 2°

Category: COMPULSORY

Number of credits: 12.0

Language: English

PREREQUISITES

Being enrolled in the final year (4th).

SUBJECT DESCRIPTION

This course will support the student in their research process for writing and presenting their final thesis. By doing so, this course aims at developing transferable skills related to formulating, conducting, writing, and presenting research. For this reason, we will review how to: i) select a research topic, ii) define a research question and propose an academic contribution, iii) conduct a literature review, iv) define your theoretical argument, v) choose the method best suited for your research in line with your hypothesis and theoretical argument vi) conduct ethical research, viii) write and present a thesis. It should be noted that in the process, you will work together with your supervisor -that you will need to choose as soon as possible-.

OBJECTIVES

In this course, you will learn to write your final thesis, using the following steps:

- 1) Conduct independent research work,
- 2) Understand different research methods
- 3) Comprehend the difference between a theoretical/conceptual framework and a literature review.
- 4) Design and write an academic research project
- 5) Present your research
- 6) Understand the relevance of ethics in research

FINAL PROJECT SUPERVISOR

Each student is responsible for finding a supervisor for the final project. The program will provide a list of potential supervisors. Usually, the supervisor will be a full-time or part-time member of the IE faculty. Exceptionally, an external supervisor who is not a member of the IE faculty may be

chosen, subject to the coordinator's approval. In cases where the student cannot find a supervisor, she/he needs to contact the BIE Coordinator at the latest on the 10th of December (IMPORTANT: it is student responsibility to initiate the contact).

The supervisor and student will establish a work plan considering the deadline of the ordinary call. Students must be in permanent contact with their supervisors to discuss their progress according to the agreed calendar and procedures. The supervisor will make the best endeavors to help the student to meet the deadline with a thesis of the highest possible quality, but ultimately it is the student's responsibility to do so. The supervisor is not expected to give lectures or edit the student's work for grammar and syntax. The supervisor's permission is required to present the final project in the first call. Supervisors may refuse to grant such permission should they consider that the project does not meet the minimum standards or if the student's behavior is unprofessional (not respecting mutually agreed deadlines, no-shows for meetings, etc.). Should that be the case, the student will miss the first call, with a grade of 0 appearing in the transcript. In subsequent calls, the student may present even if the supervisor deems otherwise. If the student fails both the first and second calls, it will be possible to change the topic and/or supervisor by petitioning for the program.

FINAL PROJECT PROPOSAL

The student shall submit a two-page proposal containing sample bibliography to the supervisor and to the BIE Coordinator by December 21, 2023.

Late proposals will be penalized with a 1 point deduction from the final grade. The proposal should be drafted after consulting with the supervisor, who may ask for revisions. Students have until the start of the spring semester to obtain their supervisor's final approval for the proposal. If there are ethical concerns, further approval from the department may also be necessary. Once a proposal has been approved, it will be possible to modify the topic only with the permission of the thesis coordinator and the supervisor. A radical change of topic will require a new proposal. While elaborating the final project, some elements may change compared to the original proposal; this does not imply a change in topic and is up to mutual agreement between the student and the supervisor.

The **Research Proposal** is the initial part of conducting research—as it is the plan of how you intend to conduct your research. You are supposed to explain your topic, how it relates to your field of study, and why it is relevant. Research proposals are usually two pages long, and they contain the following information:

-Introduction:

Research Topic (what-question)

Context Overview

Academic relevance (how- question).

Research question: Briefly state the question you would like to address with your research.

Remember that the question needs to relate closely to your academic field and relevant literature.

-Literature Review

Discussion with the prominent authors and findings in your area of study. Show how your potential topic is related or dialogues with these theories (why- question). By doing this, you will find your academic contribution.

You can also state the main concepts relevant to your research in this part.

-Proposed Methods and research design

Mention how you plan to conduct your research and what methods and possible sources you would use to answer your questions.

-Conclusion

Briefly summarise your expected results and re-state the purpose of your research.

-Timeline

Monthly (or weekly) timeline containing what you are thinking to do in every step of your research.

-References/bibliography

You can cite the references you used while writing your proposal, and if you want, you can include a section of future readings you expect to complete.

This plan can change throughout the semester, but it is the initial step for conducting research.

FINAL PROJECT SUBMISSION AND ORAL DEFENSE

The written output will be due on May 6, 2024; it must be submitted electronically to check for plagiarism. Late papers will be penalized for every day past the deadline. If the supervisor and the coordinator deem that the project meets the established criteria, an oral defense date will be set in the second half of May. Defenses may take place online. For the oral defense, students deliver a 20-minute presentation of their work and then respond to questions and comments for another 20 minutes before a jury consisting of the supervisor and another faculty member assigned by the department. After the end of the Q&A, the jury will ask the student to leave the room and consult about the final grade. The student will then be invited back into the room and informed whether the grade is passing or not. The exact grades will be published after all students have defended in that call and subject to approval by the coordinator. Failure to appear before the jury on the defense date without proper justification will result in a failing grade for that call.

FINAL PROJECT FORMAT

The recommended length of the project is 40 pages (12-point font, one-and-a-half spacing, mirrored margins, approximately 10,000 words, including the bibliography).

The recommended citation system is APA style (parenthetical or footnote).

Every thesis should include the following:

- a) A cover page with the title, student's and supervisors' names, degree program and date
- b) A declaration stating that the thesis is the student's own work, and it contains not material previously published or written by another person except where properly cited
- c) Table of contents
- d) Executive summary or abstract (200-300 words)
- e) Introduction

- f) Literature Review
- g) Theoretical Framework
- h) Data Sources and Methods
- i) Data Analysis and Results.
- j) Discussion of your results and limitations
- k) Conclusions
- l) Reference list
- m) Appendixes

A declaration stating that the thesis is the student's own work, and it contains not material previously published or written by another person except where properly cited:

"I hereby declare that I understand and abide by IE University's policy concerning plagiarism; and that this thesis contains no material previously published, or written by another person or AI software, except where properly cited." No need to add your signature; your electronic submission will count as proof of your signature.

METHODOLOGY

The sessions will combine lectures and activities to enable the students to conduct their research. Therefore, it encourages active participation and peer support to achieve the objectives mentioned earlier. It is expected that each student will prepare the readings and proposed activities before the class. It should be noted that students must come to the sessions with the work done, and you will need to send the work progress to your coordinator before the session. The deadline will be announced in advance by the professor during the sessions.

Teaching methodology	Weighting	Estimated time a student should dedicate to prepare for and participate in
Lectures	3.8%	11 hours
Discussions	1,6%	5 hours
Exercises	0%	0 hours
Group work	0%	0 hours
Other individual studying	94.6%	284 hours
TOTAL	100%	300 hours

PROGRAM

SESSION 1-2 (JANUARY) (LIVE IN-PERSON)

CONDUCTING RESEARCH, SELECTING A RESEARCH TOPIC AND LEARNING THE STRUCTURE OF AN ACADEMIC ARTICLE IN ECONOMICS

Compulsory reading:

- Chapter 1- Becker, H. S. (2008). *Tricks of the trade: How to think about your research while you're doing it*. University of Chicago Press. (<http://www.digitalhermeneutics.com/wp-content/uploads/2021/10/Becker-1998-Tricks-of-the-Trade.pdf>)

Suggested reading:

- Greenlaw, S. (2003). *Doing economics. A guide to understanding and carrying out economic research*. Charles Hartford Ed.
- Chapter 2-3 & - Eco, U. (2015). *How to write a thesis*. MIT Press.
- Chapter 5-7: Abbott, A. (2014). *Digital paper: A manual for research and writing with library and internet materials*. University of Chicago Press.

Activity in class: Make a list of 20 potential articles relevant to your research topic (Library databases and google scholar).

Homework: prepare your literature review presentation (send your work progress to your coordinator one week before the next session)

SESSION 3-4 (FEBRUARY) (LIVE IN-PERSON)

LITERATURE REVIEW AND ACADEMIC CONTRIBUTION

Activity in class: present your literature review progress and start defining your academic contribution.

Homework: Define your research question and plan your theoretical argument (to be presented in class). You will need to send an extract of your theoretical argument to you peer reviewer and the coordinator one week before the next session (e.g. Padlet activity).

SESSION 5 -6 (MARCH)

THEORETICAL ARGUMENT, INTRODUCTION TO ACADEMIC PEER REVIEWING, AND RESEARCH DESIGN

Activity in class:

- Review the theoretical argument and research design of an economic article. (Session 5)
- “3MT”- *three minutes thesis competition*. You must present your research question and theoretical argument in three minutes. Your reviewer will have two minutes to comment on your research. (Session 5)
- Review quantitative and qualitative research methods (Session 6)
- Define your research methods (Session 6)

Suggested reading: Acemoglu, D., Johnson, S., & Robinson, J. A. (2001). The colonial origins of comparative development: An empirical investigation. *American economic review*, 91(5), 1369-1401.

Homework:

- Two weeks before your poster presentation send to your coordinator your research design and proposed methodology.
- Design your research poster. The poster must include all your thesis sections and key findings.

SESSION 7-8 (APRIL) (LIVE IN-PERSON) **ETHICS IN RESEARCH AND POSTER PRESENTATION**

Activity in class:

- Think about the ethical risks of conducting research (Session 7)
- General discussion of your potential ethical risks in line with your methods (Session 7)
- Poster Presentation (Session 8).

Suggested Bibliography:

- Abbott, A. (2014). *Digital paper: A manual for research and writing with library and internet materials*. University of Chicago Press.
- Becker, H. S. (2008). *Writing for social scientists: How to start and finish your thesis, book, or article*. University of Chicago Press.
- Becker, H. S. (2008). *Tricks of the trade: How to think about your research while you're doing it*. University of Chicago Press.
- Booth, Wayne C., Gregory G. Colomb & Joseph M. Williams, J. M. (1995). *The Craft of Research* (Chicago Guides to Writing, Editing, and Publishing). Chicago, IL: The University of Chicago Press.
- Cochrane, John (2005) "Writing Tips for Ph.D. Students". http://faculty.chicagobooth.edu/john.cochrane/research/papers/phd_paper_writing.pdf
- Dyson, Freeman J. (1998) "Science as a Craft Industry". *Essays on Science and Society*. Science May 15 1998: Vol. 280. no. 5366, pp. 1014 – 1015
- Eco, U. (2015). *How to write a thesis*. MIT Press.
- Greenlaw, S. (2003). *Doing economics. A guide to understanding and carrying out economic research*. Charles Hartford Ed.
- McCloskey, D. (2000). *Economical Writing*. Second Edition. Waveland Press. ISBN 1577660633 (Digital)
- Thomson W. (2001). *A Guide for the Young Economist*. The MIT Press. ISBN 9780262016162 (Printed)
- Lleras-Muney, Adriana (2004). "Some Suggestions about How to Write an Empirical Paper" www.econ.ucla.edu/alleras/teaching/empirical_papers_suggestions

EVALUATION CRITERIA

Criteria	Percentage	Comments
Individual Work	60 %	Final Thesis
Individual Presentation	40 %	Oral Presentation

GENERAL OBSERVATIONS

Each student has four attempts over two consecutive academic years to pass this course.

ATTENDANCE

In-person attendance is mandatory at IE University, as it is an essential factor of IE's learning methodology. While we do closely monitor attendance in each course, we also consider our students responsible for their own agenda and commitments as adult university students. With that in mind, each student may miss up to 20% of the sessions within a given course and still maintain the possibility of passing that given course. This 20% "buffer" is to be used for any absences, such as: illnesses, personal emergencies, commitments, official/governmental matters, business and/or medical appointments, family situations, etc. Students should manage their various needs and situations that may arise, within that 20% buffer. If a student is absent to more than the allowed 20% of the sessions (regardless of the reason), s/he will obtain a 0.0 grade for that course in both the ordinary and extraordinary calls of the current academic year, and s/he will have to retake the course during the following academic year.

Please pay close attention to your attendance. The program strongly encourages attending 100% of the sessions as it will improve your learning outcomes, it will increase the class performance and it will benefit your participation grade. Noncompliance with deadlines for Non-Classroom Learning activities or assignments will result in an absence for the session.

Extreme cases involving emergencies such as: extended hospitalizations, accidents, serious illnesses and other cases of force majeure, are to be consulted with the Program Management (bir.biemadrid@ie.edu) for assessment of the situation and corresponding documentation, in order to support and guide each student optimally.

For more information about the university attendance policy, please check; <https://www.ie.edu/student-guide/bie/policies-and-guidelines/attendance/>

RETAKE POLICY

Any student whose weighted final grade is below 5 will be required to sit for the retake exam to pass the course (except those not complying with the attendance rules, who are banned from this possibility).

Grading for retakes will be subject to the following rules:

- The retakes will consist of a comprehensive exam or equivalent assignment. The grade will

depend only on the performance on this exam; continuous evaluation over the semester will not be taken into account.

- Dates and location of the retakes will be posted in advance and will not be changed.
- The exam/assignment will be designed bearing in mind that the passing grade is 5 and the maximum grade that can be attained is 8 out of 10.

PLAGIARISM / ACADEMIC HONESTY

Plagiarism is the dishonest act of presenting another person's ideas, texts or words as your own. This includes in order of seriousness of the offense:

- providing faulty sources.
- copy-pasting material from your own past assignments (self-plagiarism) without the instructor's permission;
- copy-pasting material from external sources even while citing them;
- using verbatim translations from sources in other languages without citing them;
- copy-pasting material from external sources without citing them;
- and buying or commissioning essays from other parties.

IEU students must contact the professor if they don't know whether the use of a document constitutes plagiarism. For help with your academic writing, contact the Writing Center (writingcenter@faculty.ie.edu). The professor will also advise the student on how to present said material. All written assignments must be submitted through Turn-it-in, which produces a similarity report and detects cases of plagiarism. Professors are required to check each student's academic work in order to guarantee its originality. If the originality of the academic work is not clear, the professor will contact the student in order to clarify any doubts. Students using external tutorial support should report it to the professor and the BIE Program from the moment they began receiving this support. In the event that the meeting with the student fails to clarify the originality of the academic work, the professor will inform the Director of the Bachelor Program about the case, who will then decide whether to bring the case forward to the BIE Academic Review Panel. Very high similarity scores will be automatically flagged and forwarded to the Academic Review Panel. Plagiarism constitutes a very serious offense and may carry penalties ranging from getting a zero for the assignment to expulsion from the university, depending on the severity of the case and the number of times the student has committed plagiarism in the past.

PROFESSOR'S BIO

ANTONELLA FAZIO

Antonella Fazio currently works at IE Business school on a research project on illegal pharma. She studied Economics (BA and MA). She completed her PhD in History at the European University Institute focusing on economic history. She has also been a postdoctoral researcher in the department of Economics of the Universidad de Los Andes and at SMAG and CriDIS at Université Catholique de Louvain (UCL – Belgium) and has been an adjunct professor in economics. For several years she was a researcher at the Center of Economic Development, Universidad de Los Andes. Antonella has a special interest in empirical research and quantitative methods. Her research interest includes political and social economy, development and economic and business history. Before working at IE, she joined the European Parliament within the Robert Schuman traineeship program. Previously, she has worked as an economic advisor at the City Council of Bogota and in an EU Legal Consultancy based in Brussels.

OTHER INFORMATION

Office hours:

- Presential / online: by appointment
- Contact details: afazio@faculty.ie.edu

CODE OF CONDUCT IN CLASS

1. Be on time. Students arriving more than 5 minutes late will be marked as “Absent”. Only students that notify in advance in writing that they will be late for a specific session may be granted an exception (at the discretion of the professor). Students attending online must always have their cameras on during the session or risk being marked absent.
2. If applicable, bring your name card and strictly follow the seating chart. It helps faculty members and fellow students learn your names.
3. Do not leave the room during the lecture: Students are not allowed to leave the room during lectures. If a student leaves the room during lectures, he/she will not be allowed to re-enter and, therefore, will be marked as “Absent”. Only students that notify that they have a special reason to leave the session early will be granted an exception (at the discretion of the professor).
4. Do not engage in side conversation. As a sign of respect toward the person presenting the lecture (the teacher as well as fellow students), side conversations are not allowed. If you have a question, raise your hand and ask it. If you do not want to ask it during the lecture, feel free to approach your teacher after class. If a student is disrupting the flow of the lecture, he/she will be asked to leave the classroom and, consequently, will be marked as "Absent".
5. Use your laptop for course-related purposes only. The use of laptops during lectures must be authorized by the professor. The use of Social Media or accessing any type of content not related to the lecture is penalized. The student will be asked to leave the room and, consequently, will be marked as “Absent”.
6. No cellular phones: IE University implements a “Phone-free Classroom” policy and, therefore, the use of phones, tablets, etc. is forbidden inside the classroom. Failing to abide by this rule entails expulsion from the room and will be counted as one absence.