**Systematic Academic Work**

<table>
<thead>
<tr>
<th>Module title</th>
<th>Abbreviation</th>
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<td>Systematic Academic Work</td>
<td>12-SWA-G-092-m01</td>
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**Module coordinator**  
Dean of the Faculty of Business Management and Economics

**Module offered by**  
Faculty of Business Management and Economics

<table>
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<tr>
<th>ECTS</th>
<th>Method of grading</th>
<th>Only after succ. compl. of module(s)</th>
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<tr>
<td>5</td>
<td>numerical grade</td>
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**Duration**  
1 semester

**Module level**  
undergraduate

**Other prerequisites**  
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**Contents**

- Introduction to the subject: explanation of terms, purpose and benefits of academic writing and research
- Stages of academic writing and research:
  - Stage 1: orientation and planning
  - Stage 2: collecting and evaluating material
  - Stage 3: writing a draft
  - Stage 4: revision and submission
- Time management
- Presentation

**Intended learning outcomes**

Students acquire knowledge of scientific methods. Many chairs and departments of the faculty recommend to participate or expect successful participation ahead of the application process for the bachelor thesis.

**Courses**  
Ü + S (no information on SWS (weekly contact hours) and course language available)

**Method of assessment**  
term paper (approx. 20 pages) and written examination (approx. 60 minutes), weighted 2:1

**Allocation of places**  
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**Additional information**  
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**Referred to in LPO I**  
(examination regulations for teaching-degree programmes)

**Module appears in**  
Bachelor' degree (1 major) Business Information Systems (2009)