

Introduction

Amílcar Moreira and Inês Faria
27/01/2026, 18:00-19:30
FRANCESINHAS 2, Sala 2.02

Our goal for today

- **Familiarize students with the objectives, structure and evaluation model of the Course Unit.**
- **Familiarize students with the types of Master's Project that they can choose to develop.**
- **Familiarise students with the rationale of conducting a Master's Project.**
- **Familiarise students with the issues concerning the choice of, and relationship with a Supervisor.**

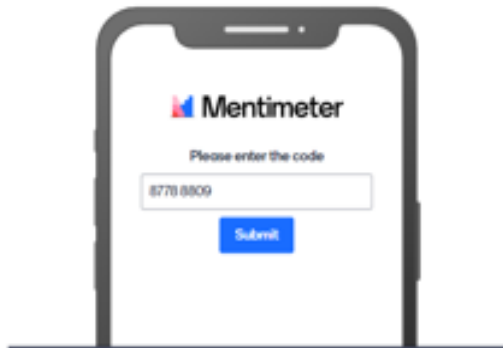
1. Course Unit Learning Goals:

- **Help students to choose the (type of) Master's Project they will carry out.**
- **Help students to choose the topic of their Master's Project.**
- **Provide students with foundational methodological skills to successfully complete their Master's Project.**
- **Provide students with necessary skills to collect, qualitative and quantitative, data for their Masters' Project.**

ACTIVITY: #1

Aceda a

www.menti.com



Code: 3446 7770



2:00

WHO: Groups of 2

WHAT: Name one skill you consider important to successfully conclude your Master's Project

WHERE: Menti.com

HOW LONG: 2 Minutes

By the end of this Course Unit, you should:

- **Have chosen the type of Master Project and the topic you will be working on.**
- **Be able to conduct an Exploratory Bibliographic Search, and write ‘Annotated Bibliographies’, which will help you in narrowing the topic of your Master’s Project.**
- **Be able to conduct a Systematic Bibliographic Search, and to use an ‘Article Matrix’ to systematize evidence in literature.**
- **Be able to define the Research Question (and Hypothesis) that will guide the data collection and analysis in your Master’s Project.**
- **Know what are the key approaches for collecting (qualitative and quantitative) data and how to implement them.**

2. Program Structure

- 1. Introduction**
- 2. Gaining Information on Your Topic of Interest**
- 3. Conducting a Review of The Literature (Parts I & II)**
- 4. Research Problem, Research Question & Objectives**
- 5. Choosing a Research Design**
- 6. Data Collection Strategies: Qualitative Data (Parts I & II)**
- 7. Data Collection Strategies: Quantitative Data (Parts I & II)**
- 8. Reporting Findings: Designing Tables & Graphs**
- 9. Systematic Reviews of Literature/Evidence**

2. Program Structure

1. **Introduction**
2. Gaining Information on Your Topic of Interest
3. Conducting a Review of The Literature (Parts I & II)
4. Research Problem, Research Question & Objectives
5. Choosing a Research Design
6. Data Collection Strategies: Qualitative Data (Parts I & II)
7. Data Collection Strategies: Quantitative Data (Parts I & II)
8. Reporting Findings: Designing Tables & Graphs
9. Systematic Reviews of Literature/Evidence

2. Program Structure

1. Introduction
 2. **Gaining Information on Your Topic of Interest**
 3. Conducting a Review of The Literature (Parts I & II)
 4. Research Problem, Research Question & Objectives
 5. Choosing a Research Design
 6. Data Collection Strategies: Qualitative Data (Parts I & II)
 7. Data Collection Strategies: Quantitative Data (Parts I & II)
 8. Reporting Findings: Designing Tables & Graphs
 9. Systematic Reviews of Literature/Evidence
- Sources of Inspiration for Choosing your Topic.
 - Conducting an Exploratory Bibliographic Search.
 - How to Read a Scientific Paper.
 - Writing an Annotated Bibliography.
 - Referencing Rules.

2. Program Structure

1. Introduction
 2. Gaining Information on Your Topic of Interest
 3. **Conducting a Review of The Literature (Parts I & II)**
 4. Research Problem, Research Question & Objectives
 5. Choosing a Research Design
 6. Data Collection Strategies: Qualitative Data (Parts I & II)
 7. Data Collection Strategies: Quantitative Data (Parts I & II)
 8. Reporting Findings: Designing Tables & Graphs
 9. Systematic Reviews of Literature/Evidence
- The Role of the Literature Review in the Master's Project
 - How to Identify Gaps in the Literature.
 - Using the PRYSMA Protocol for Structuring a Systematic Bibliographic Search
 - Conducting a Systematic Bibliographic Search using Scopus
 - Creating an 'Article Matrix' as a tool for systematizing information.

2. Program Structure

1. Introduction
 2. Gaining Information on Your Topic of Interest
 3. Conducting a Review of The Literature (Parts I & II)
 4. **Research Problem, Research Question & Objectives**
 5. Choosing a Research Design
 6. Data Collection Strategies: Qualitative Data (Parts I & II)
 7. Data Collection Strategies: Quantitative Data (Parts I & II)
 8. Reporting Findings: Designing Tables & Graphs
 9. Systematic Reviews of Literature/Evidence
- Research Problem vs. Research Question vs. Objectives
 - How to write clear and effective Research Questions/Objectives
 - The Analytical Model: Causal relations and the definition of research hypothesis

2. Program Structure

1. Introduction
2. Gaining Information on Your Topic of Interest
3. Conducting a Review of The Literature (Parts I & II)
4. Research Problem, Research Question & Objectives
5. **Choosing a Research Design**
 - Research Design in a Master's Project
 - Research Design in Qualitative Research Projects
 - Research Design in Quantitative Research Projects
6. Data Collection Strategies: Qualitative Data (Parts I & II)
7. Data Collection Strategies: Quantitative Data (Parts I & II)
8. Reporting Findings: Designing Tables & Graphs
9. Systematic Reviews of Literature/Evidence

2. Program Structure

1. Introduction
 2. Gaining Information on Your Topic of Interest
 3. Conducting a Review of The Literature (Parts I & II)
 4. Research Problem, Research Question & Objectives
 5. Choosing a Research Design
 6. **Data Collection Strategies: Qualitative Data (Parts I & II)**
 7. Data Collection Strategies: Quantitative Data (Parts I & II)
 8. Reporting Findings: Designing Tables & Graphs
 9. Systematic Reviews of Literature/Evidence
- Qualitative Primary vs Secondary Data
 - Key tools/approaches in the collection of qualitative primary data (semi-directive interviews, focus groups, journey mapping).
 - Digital Ethnography Methods
 - Ethical issues in the collection of qualitative primary data.

2. Program Structure

1. Introduction
2. Gaining Information on Your Topic of Interest
3. Conducting a Review of The Literature (Parts I & II)
4. Research Problem, Research Question & Objectives
5. Choosing a Research Design
6. Data Collection Strategies: Qualitative Data (Parts I & II)
7. **Data Collection Strategies: Quantitative Data (Parts I & II)**
 - Primary vs Secondary Quantitative Data
 - Collecting Primary Data: Questionnaire Design and Sampling
 - Collecting and Using Secondary Data: Composite Indicators
 - Ethical issues in dealing with quantitative data.
8. Reporting Findings: Designing Tables & Graphs
9. Systematic Reviews of Literature/Evidence

2. Program Structure

1. Introduction
 2. Gaining Information on Your Topic of Interest
 3. Conducting a Review of The Literature (Parts I & II)
 4. Research Problem, Research Question & Objectives
 5. Choosing a Research Design
 6. Data Collection Strategies: Qualitative Data (Parts I & II)
 7. Data Collection Strategies: Quantitative Data (Parts I & II)
 8. **Reporting Findings: Designing Tables & Graphs**
 9. Systematic Reviews of Literature/Evidence
- Guidelines for choosing the best way to present data
 - Scale of Measurement and the Presentation of Quantitative Data
 - Graphs: Types and uses
 - Rules for Designing Graphs and Tables

2. Program Structure

1. Introduction
2. Gaining Information on Your Topic of Interest
3. Conducting a Review of The Literature (Parts I & II)
4. Research Problem, Research Question & Objectives
5. Choosing a Research Design
6. Data Collection Strategies: Qualitative Data (Parts I & II)
7. Data Collection Strategies: Quantitative Data (Parts I & II)
8. Reporting Findings: Designing Tables & Graphs
9. **Systematic Reviews of Literature/Evidence**
 - Types of Reviews: Bibliometric Analysis, Narrative Reviews, Systematic Reviews, Meta Analysis
 - Bibliometric Analysis: Aims and Uses
 - Introduction to VOS

3. Bibliography *

- Babbie, E. (2016) The Practice of Social Research. Boston: Cengage Learning.
- Bryman, A. (2012) Social Research Methods. New York: Oxford University Press.
- Cassel, C., Cunliffe, A., Grandy, G. (2018) Qualitative Business and Management Research Methods: History and Traditions. London: Sage.
- Creswell, J. W. (2013) Qualitative Inquiry & Research Design: Choosing among Five Approaches. London: Sage (3rd edition).
- Hennink, M., Hutter, I. and Bailey, A. (2020) Qualitative Research Methods. SAGE Publications Limited, Thousand Oaks.
- Kumar, R. (2012) Research Methodology: A Step-by-Step Guide for Beginners. London: Sage.
- Sarantakos, S. (2012) Social Research. London: Red Globe Press.

* Additional (specific) bibliography will be provided per topic covered.

4. Continuous Evaluation:

Students will be assessed following of a Continuous Evaluation model, structured as follows:

1. Course '**Tasks**':

- An **Annotated Bibliography**, of a paper on a topic of the student's choice*, to be submitted by the **9th of February**, at 23:59 (**worth 1 Point**);
- A **Systematic Bibliographic Search, using Scopus** (students need to submit a completed PRYSMA Protocol, and the resulting list of references using the Harvard Referencing Style), to be submitted by the **9th of March**, at 23:59 (**worth 4 Points**).

4. Continuous Evaluation:

Students will be assessed following of a Continuous Evaluation model, structured as follows:

2. **Research Proposal***:

- **Maximum of 2000 words**, excluding bibliographic references.
- Submitted by **June 5th**, at 11:59 PM.
- **Worth 15 Points**.

* A more detailed outline will be provided during the semester.

4. Continuous Evaluation:

The **grades for the Continuous Evaluation** will be published
during the **Regular Assessment Period**.

4. Individual Written Exam

- Students who:
 - **Formally opt out of the Continuous Evaluation**, as by email to the Course Unit Coordinator **by the 27th of February**, at 23:59;
 - **Fail to obtain a passing grade** (10 points out of 20) at the end of the **Continuous Evaluation**;
 - **Whish to improve the grade** obtained at the end of the Continuous Evaluation.
- Covers all the contents taught in the course, during the **Repeat Assessment Period**.

5. Support

The Course Unit Lecturers will be available to answer questions/discuss doubts on MTeams in the following Schedule:

Fridays, between 2pm and 3pm.

Requests need to be sent until 6pm of the previous day. Requests sent after this deadline will not be attended.

ACTIVITY: #2



2:00

WHO: Individual

WHAT: Do you have any doubts about how the Course Unit is organised?

WHERE: RMMP-MIRS S08 (TP) [2025-2026 2º Semestre] / General

HOW LONG: 2 minutes

Types of Master's Project

Dissertation

Project

Internship (Report)

	DISSERTATION	PROJECT	INTERNSHIP REPORT
OBJECTIVE	<ul style="list-style-type: none"> Deals with a relevant theoretical question. Results can be generalized. 	<ul style="list-style-type: none"> Deals with an actual problem in the work (or organizational) environment. 	<ul style="list-style-type: none"> Describe, and reflect upon, on the activities developed during the Internship.
SHOULD HAVE	<ul style="list-style-type: none"> Theoretical framework. Theoretical Exercise or Empirical Analysis component. Conclusion, w/ suggestions for future research. 	<ul style="list-style-type: none"> Theoretical framework. Methodology . Empirical Analysis. 	<ul style="list-style-type: none"> Describe the functions and tasks performed, by reference to a relevant theoretical framework. Discuss how the academic training received during the Master was applied in the context of the internship.
SUPERVISION	<ul style="list-style-type: none"> Lecturer or Expert. 	<ul style="list-style-type: none"> Lecturer or Expert. 	<ul style="list-style-type: none"> Responsible in the host organization. Co-supervisor: Lecturer or Expert.

Master's Project: Format and Size

Size (max.):

- **35 pages/ 10 000 words (excluding annexes, table of contents and references)**
- **50 pages/10 000 (including annexes)**

Referencing: Harvard

Types of Master's Project

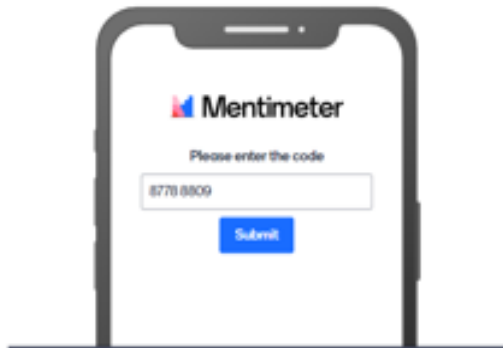
Get to know them better:

- ISEG Masters' regulation
- Guide for Master's Project developmet, p. 5-6
- Rules for the presentation of written work ISEG/UL

ACTIVITY: #3

Acede a

www.menti.com



Code: 7368 8664



2:00

WHO: Individual

WHAT: What kind of Master's Project would you like to pursue?

- Dissertation
- Project
- Internship Report
- 'Don't Know'

WHERE: www.menti.com

HOW LONG: 2 Minutes

Planning to Write a Dissertation?

Planning to Write a Dissertation?

What options do you have?

Let's explore Dissertations from previous years ...

What options do you have?

- **Quantitative Study, using Survey or Secondary Quantitative Data**

What options do you have?

- Quantitative Study, using Survey or Secondary Quantitative Data



MASTER
ECONOMICS AND MANAGEMENT OF SCIENCE, TECHNOLOGY
AND INNOVATION

MASTER'S FINAL WORK
DISSERTATION

DETERMINANTS OF PUBLIC CHARGING INFRASTRUCTURE FOR PLUG-IN
ELECTRIC VEHICLES IN THE EUROPEAN UNION - USING FUZZY-SET
QUALITATIVE COMPARATIVE ANALYSIS (fsQCA)

TIAGO VIEIRA PESSOTTI RANGEL

SUPERVISION:
PROFESSOR RICARDO FIGUEIREDO BELCHIOR, PhD

OCTOBER - 2022

What options do you have?

- Quantitative Study, using Survey or Secondary Quantitative Data



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4. Results	15
5. Discussion	20
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What options do you have?

- **Qualitative Study, using data from interviews, focus groups, etc..**

What options do you have?

- Qualitative Study, using data from interviews, focus groups, etc..



MESTRADO

ECONOMIA E GESTÃO DE CIÊNCIA, TECNOLOGIA E
INOVAÇÃO

TRABALHO FINAL DE MESTRADO

DISSERTAÇÃO

LISBOA SMART CITY: UM ESTUDO SOBRE DIMENSÕES E A
PARTICIPAÇÃO DOS CIDADÃOS.

MARIA ELIZA DE NADAL

What options do you have?

- Qualitative Study, using data from interviews, focus groups, etc..



MESTRADO
ECONOMIA E GESTÃO DE CIÊNCIA, TECNOLOGIA E
INOVAÇÃO

TRABALHO FINAL DE MESTRADO
DISSERTAÇÃO

LISBOA SMART CITY: UM ESTUDO SOBRE DIMENSÕES E A
PARTICIPAÇÃO DOS CIDADÃOS.

MARIA ELIZA DE NADAL

NOVEMBRO - 2020

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What options do you have?

- **Policy Analysis, using institucional data (legislation, etc.).**

What options do you have?

- Policy Analysis, using institutional data (legislation, etc.).



MASTER
ECONOMIA E GESTÃO DE CIÊNCIA TECNOLOGIA E
INOVAÇÃO

MASTER'S FINAL WORK
DISSERTATION

NON-PRACTICING ENTITY'S IMPACT ON CHINA'S PATENT MARKET AND
INNOVATION ACTIVITIES

YU QINGFANG

What options do you have?

- Policy Analysis, using institutional data (legislation, etc.).



MASTER

ECONOMIA E GESTÃO DE CIÊNCIA TECNOLOGIA E
INOVAÇÃO

MASTER'S FINAL WORK

DISSERTATION

NON-PRACTICING ENTITY'S IMPACT ON CHINA'S PATENT MARKET AND
INNOVATION ACTIVITIES

YU QINGFANG

OCTOBER- 2022

What options do you have?

- Policy Analysis, using institucional data (legislation, etc.).

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What options do you have?

- **Systematic Review of Literature.**

What options do you have?

- **Systematic Review of Literature.**



MASTER

MASTER IN ECONOMICS AND MANAGEMENT OF SCIENCE,
TECHNOLOGY AND INNOVATION

MASTER'S FINAL WORK

DISSERTATION

A BIBLIOMETRIC ANALYSIS OF THE COVID-19 PANDEMIC IMPACT ON
STI LITERATURE

BERNARDO MOTTA MONTEIRO

DECEMBER - 2022

What options do you have?

- **Systematic Review of Literature.**



MASTER
**MASTER IN ECONOMICS AND MANAGEMENT OF SCIENCE,
TECHNOLOGY AND INNOVATION**

MASTER'S FINAL WORK
DISSERTATION

**A BIBLIOMETRIC ANALYSIS OF THE COVID-19 PANDEMIC IMPACT ON
STI LITERATURE**

BERNARDO MOTTA MONTEIRO

DECEMBER - 2022

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Master's Project: Dissertation

Typical Structure

- Introduction
- Literature review
- Methodology and Data
- Analysis and Findings
- Conclusion (limitations, key findings & contributions, directions for future research).

Planning to Conduct a Project?

What options do you have?

Let's explore Projects from previous years ...



MESTRADO EM

ECONOMIA E GESTÃO DE CIÊNCIA,
TECNOLOGIA E INOVAÇÃO

TRABALHO FINAL DE MESTRADO

TRABALHO DE PROJETO

Plano de negócio para comercializador retalhista de
energia renovável no Brasil

Karine Rodrigues Bueno

2024

What options do you have?

- Project

What options do you have?

- Project.

MASTER INNOVATION AND RESEARCH FOR SUSTAINABILITY

MASTER'S FINAL WORK PROJECT

DEVELOPING A FOUNDATIONAL BUSINESS FRAMEWORK FOR MALHA
COOPERATIVA: BALANCING GROWTH AND COOPERATIVE PRINCIPLES

JOANA RUSHITI

JANUARY - 2025

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Master's Project: Project

Typical Structure

- Introduction
- Literature review
- Methodology and Data
- Analysis and Findings
- Conclusion (limitations, key findings & contributions, directions for future research).

Planning to do an Internship?

Planning to do an Internship?

What options do you have?

Let's explore Internship Reports from previous years ...

What options do you have?

- **Internship Report.**



MASTER IN
INNOVATION AND RESEARCH FOR SUSTAINABILITY

MASTER'S FINAL WORK
INTERNSHIP REPORT

TOWARDS A SUSTAINABLE REAL ESTATE MARKET:
TACKLING ENERGY POVERTY THROUGH ENERGY
EFFICIENCY POLICIES IN URBAN AND RURAL PORTUGAL

MADALENA DIAS FERREIRA PEREIRA DOS SANTOS

What options do you have?

- **Internship Report.**



MASTER IN
INNOVATION AND RESEARCH FOR SUSTAINABILITY

MASTER'S FINAL WORK
INTERNSHIP REPORT

TOWARDS A SUSTAINABLE REAL ESTATE MARKET:
TACKLING ENERGY POVERTY THROUGH ENERGY
EFFICIENCY POLICIES IN URBAN AND RURAL PORTUGAL

MADALENA DIAS FERREIRA PEREIRA DOS SANTOS

JANUARY - 2025

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Master's Project: Internship Report

Typical Structure

- Introduction
- Theoretical Framework
- Methods
- Description of Functions(s) and Tasks
- Discussion (Reflection on how academic training received during the Master was applied in the context of the Internship)

6. Internal Deadline

1. By the **3rd of February**, you will be provided list of **potential supervisors** and **topics** they are interested in supervising.
2. By the **2nd of March 2026**, students are required **to complete a Google Sheets file**, made available by the Course Unit Coordinator, with the following information:
 - **Type of Master's Project** (Dissertation, Project, Internship Report);
 - **Topic.**

7. Managing your Supervisor

DID YOU KNOW?

One of the key aspects of successfully completing your Master's Project is a good relationship with your Supervisor?



HOW TO BUILD A GOOD RELATIONSHIP WITH YOUR SUPERVISOR?



- Think carefully about your topic before the first approach.
- Schedule regular meetings and prepare notes of the meetings.
- Submit texts/documents on agreed dates.
- Be autonomous & pro-active.
- Be clear about the type of support you need.
- Not complying with what was agreed with the Supervisor.
- Missing meetings scheduled in advance.
- Submit low quality work.
- Submit small pieces of text, with little context.
- Not being honest about the reason for delays in submitting work.