Induction

Lecturer: Amílcar Moreira

Date & Time: 06/02/2025, 10:00-12:00

Location: FRANCESINHAS 1, Room 114

TOPICS THAT WE WILL BE COVERING TODAY:

1. **What will you gain from taking this course?**

2. **How will this course be run?**
   i. **Groups, Topics & Tutors**
   ii. **Plenary and Parallel Sessions**
   iii. **Course Website & MS-Teams**

3. **How to choose your topic?**
   i. **Topics and Supervisors**
   ii. **Applying to a Topic**
   iii. **Assigning Groups to Topics**

4. **How will your progress be monitored?**
   i. **Plenary Session Memos**
   ii. **Preliminary Report**
   iii. **Progress Report**

5. **How will you be evaluated?**
   i. **Final Report**
   ii. **Evaluation criteria**

6. **Course Materials**
   i. **Bibliography**
   ii. **Other learning materials**

WHAT IS THIS COURSE UNIT ABOUT?

- **In this course you will work in groups with the view to produce a small research project (the 'Final Report') on a topic of your choice.***

- **The course will be run by:**

    - **Carlos Farinha Rodrigues (Course Unit Coordinator)**
    - **Amílcar Moreira (Lecturer)**

WHAT WILL YOU GAIN FROM TAKING THIS COURSE?

- **You will have a chance to apply the knowledge you have acquired throughout your degree in the development of theoretically-driven, small-scale research project;**

- **You will be able to gain deeper knowledge of a topic of your interest;**

- **You will get a first experience on how to conduct a (small) research project - on which you will be able to build on if you decide to pursue your studies to a post-graduate level (MSc or PhD).**

HOW WILL THIS COURSE BE RUN?

- **Groups, Topics & Tutors**

  - **Students will organize themselves in groups of 4/5 (mandatory!).**

HOW WILL THIS COURSE BE RUN?

- ## Groups, Topics & Tutors

  - **Students will organize themselves in groups of 4/5 (mandatory!).**

  - **Students will choose a topic proposed by a 'Tutor', who will supervise their work throughout the rest of the Semester.**

  - **The Course Unit lecturer will oversee the progress of the various groups,and provide support during the classes.**

HOW WILL THIS COURSE UNIT BE RUN?

- **Parallel and Plenary Sessions**

  - **(8) Parallel Sessions**

    - **Weekly (2 hours) sessions**
    - **Group-based work;**
    - **Introduce students to key research-skills (conducting literature searches, searching for data, academic writing, referencing);**
    - **Monitoring group's progress.**

  - **(3) Plenary Sessions**

    - **Regular seminar format (2 hours);**
    - **Guest Speaker, focusing on research methodologies or topics on the Portuguese Economy.**

HOW WILL THIS COURSE UNIT BE RUN?

Class	Date	Type Of Session	Timetable	Theme of the Session	Work to be developed by the students
1	5-2-26	Parallel	10:00-12:00h	Induction	Presentation of the Course Unit Syllabus
2	12-2-26	**Plenary**	10:00-12:00h	Guest Speaker: Prof. Vítor Escária Theme: **Research in the Library; Research on the Web**	
3	19-2-26	Parallel	10:00-12:00h	Groups, Topics and Tutors	Deadline for choosing the Topic
4	26-2-26	Parallel	10:00-12:00h	Research Methods	Tutorials
Preliminary Report Submission Deadline: March 2nd, 2026					
5	5-3-26	Parallel	10:00-12:00h	Working Groups Follow-Up	Tutorials
6	12-3-26	**Plenary**	10:00-12:00h	Guest Speaker: TBC Theme: TBC	
7	19-3-26	Parallel	10:00-12:00h	Working Groups Follow-up	Tutorials
8	26-3-26	Parallel	10:00-12:00h	Working Groups Follow-up	Tutorials
Progress Report Submission Deadline: April th, 2026					
9	9-4-26	Parallel	10:00-12:00h	Presentation of Progress Report	Presentations by Working Groups
10	16-4-26	Parallel	10:00-12:00h	Presentation of Progress Report	
11	23-4-26	**Plenary**	10:00-12:00h	Guest Speaker: TBC Theme: TBC	

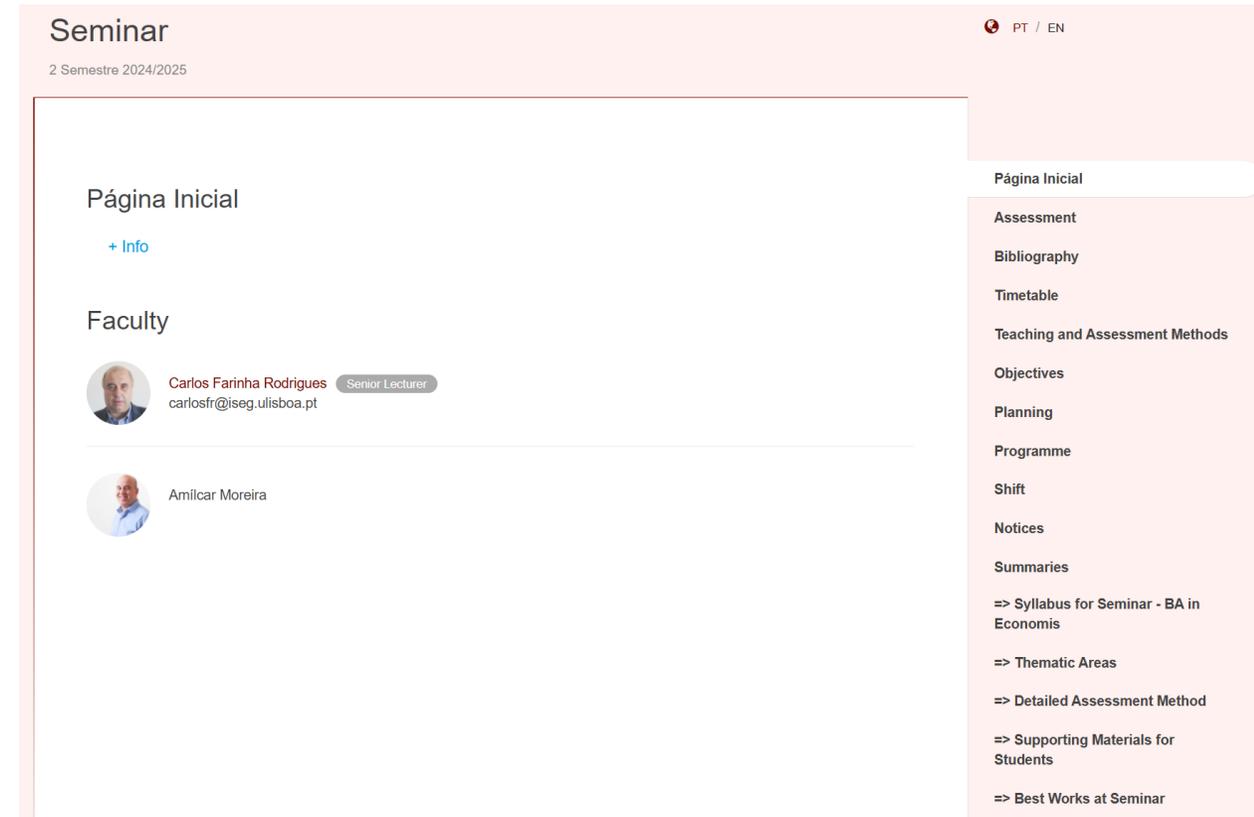**Final Report Submission Deadline: May 18th, 2026**

Final Report Discussion: May 22nd to 29th, 2026

HOW WILL THIS COURSE UNIT BE RUN?

- ## Course Website & MS-Teams

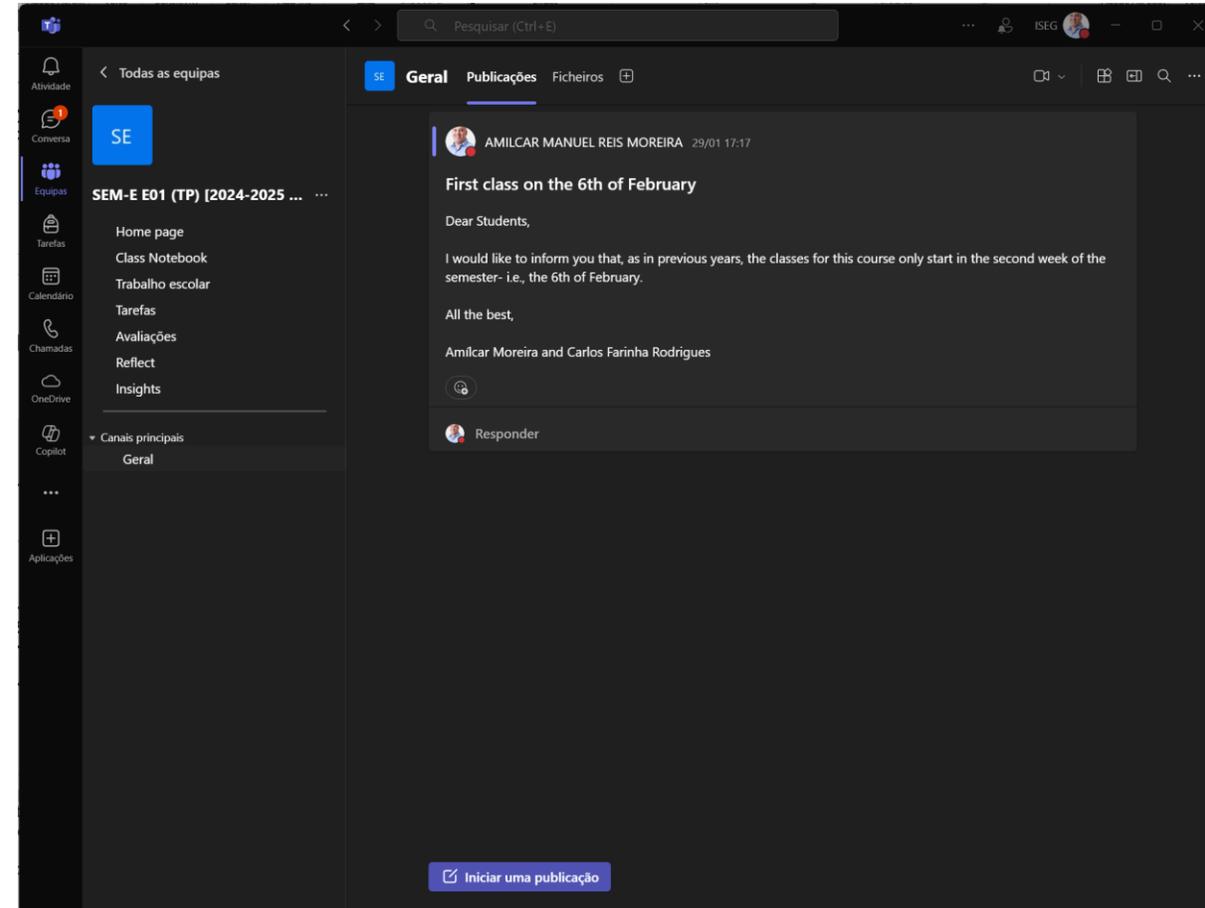 - **Students will be able to access all relevant course materials in the Course Webpage:**
    - **Goals**
    - **Programme**
    - **Schedule**
    - **Bibliography**
    - **Thematic Areas**
    - **Topics' Pool**
    - **Groups**
    - **Hall of Fame (Best 'Final Reports')**
    - **Evaluation**
    - <u>**Announcements**</u>

Seminar
2 Semestre 2024/2025

PT / EN

Página Inicial

+ Info

Faculty

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Amílcar Moreira

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HOW WILL THIS COURSE UNIT BE RUN?

- ## Course Website & MS-Teams

  - **MS-Teams will be used as a complement to the Course Webpage and mostly as way to facilitate the communication between students and lecturers.**

  - **MS-Teams will be used for;**
    - **Posting lecturer's announcements;**
    - **Posting links to interactive learning tools (Mentimeter, etc.);**
    - **Posting questions to the lecturers;**
    - **Submitting group assignments (Plenary Session Memos, Reports)**

HOW TO CHOOSE YOUR TOPIC?

- **Key Dates**

  - **12th of February – Students inform the lecturer of the composition of their groups via a Google Sheets file that will be made available to you.**

  - **13th of February - The 'Pool of Topics' will be published in the Course Webpage.**

  - **18th of February (16:00) - Working-Groups inform the lecturers of their list of preferences via email (seminario@iseg.ulisboa.pt).**

  - **19th of February - The Coordination will inform Working-Groups of the results of the selection procedure and provide guidance on how to contact the respective Tutors.**

HOW WILL YOUR PROGRESS BE MONITORED?

- **With the view to monitor their progress, students will be asked to submit a set of assignments.**

- **Key Deadlines:**

March 2nd - Preliminary Report

March 19th - Plenary Session II Memo

April 7th - Progress Report

April 30th - Plenary Session II Memo

May 18th - Final Report

HOW WILL YOUR PROGRESS BE MONITORED?

- **Plenary Session Memo**

  - **Aim: Students are expected to provide a brief description of the contents of Plenary Session 1 , and reflect on how the contents of this plenary session will help them in the development of their research project**

  - **Which Sessions:**
    - **Plenary Session II**
    - **Plenary Session III**

  - **Length: No more than 2 pages (A4).**

HOW WILL YOUR PROGRESS BE MONITORED?

- **Preliminary Report**

    - **This Report has two aims:**

        - **Provide a brief description the topic of the project and the methodological approach that will be adopted;**

        - **Showcase the first outputs of the group's literature search.**

HOW WILL YOUR PROGRESS BE MONITORED?

- **Preliminary Report**

  - **Cover**
    - **Topic;**
    - **Members of the group (name and student ID number);**
    - **Tutor.**

  - **Research Proposal (1 page), which should cover the following topics:**
    - **Aim - Specify the aim of the research project;**
    - **Justification - Specify why the topic you chose is relevant. Provide empirical evidence to support your argument;**
    - **Methodology - Briefly specify the methodological approach that will be used to address the topic;**

  - **Bibliography (identify key references)**

HOW WILL YOUR PROGRESS BE MONITORED?

- **Progress Report**

  - **This Report is expected to provide a preview of what the 'Final Report' will look like:**

    - **The title, which should provide a clear definition of the topic;**

    - **A Table of Contents, which should mirror that of the 'Final Report';**

    - **An outline of the 'Final Report', including a clear description of the methodology that will be adopted;**

    - **A list of bibliographic references that is very close to final.**

HOW WILL YOUR PROGRESS BE MONITORED?

- **Progress Report**

  - **The Report should be structured as follows:**

    - **Cover**
      - **Topic;**
      - **Members of the group;**
      - **Tutor.**

    - **Table of Contents (1 Page)**

    - **Introduction, which should cover the following topics:**
      - **Aim - Specify the aim of the research project;**
      - **Justification - Specify why the topic you chose is relevant. Provide empirical evidence to support your argument;**
      - **Outline of the 'Final Report' (at the least one paragraph per each section of the Table of Contents).**

    - **Bibliography**

HOW WILL YOUR PROGRESS BE MONITORED?

- ## Submission of Assignments

  - With the exception of Plenary Session Memos, assignments should be previously discussed with and approved by the tutor before submission.

  - Assignments (Plenary Session Memos, Reports) will be submitted via MS-Teams

  - The lecturer will create a 'Task' where <u>one member</u> of the group will submit the Group's assignment.

  - Formatting rules:
    - Font: Times New Roman, size 11.
    - Line spacing: 1.5 lines.
    - Margins: 2,5 * 2,5 * 25 * 2,5 cm

HOW WILL YOU BE EVALUATED?

- **As part of the evaluation for this Course Unit, students will assess bey reference to :**

  a) Participation in Seminar sessions, including presence and active participation in scheduled activities;

  b) Quality of the Final Report;

  c) Quality of the presentation and discussion of the Final Report during the Public Examination.

HOW WILL YOU BE EVALUATED?

- **Final Report, which should cover the following topics:**

    - **Front Cover;**
    - **Table of Contents;**
    - **Body of Work**
        - **The Introduction;**
        - **Theoretical Framework**
        - **Methodology**
        - **Key Findings;**
        - **The Conclusion;**
    - **Bibliography;**
    - **If relevant, some Annexes.**

- **The main body of Final Report (Introduction, Body of Work and Conclusion) must not exceed 25 pages, and the entire report (including the Table of Contents, Bibliography and Annexes) cannot exceed 50 pages.**

USE OF AI TOOLS DURING THE COURSE

- **The use of AI tools is permitted solely for auxiliary purposes, namely:**

  - **Bibliographic searches;**
  - **Linguistic support;**
  - **Preliminary organization of ideas;**
  - **Conceptual clarification;**
  - **Exploratory data analysis.**

USE OF AI TOOLS DURING THE COURSE

- **Under no circumstances may AI tools be used to produce, in whole or in part, the written Reports or to replace the student's independent intellectual contribution.**

- **To ensure transparency, students must acknowledge and properly reference any use of AI tools, in the same manner as any other academic source or resource.**

- **The submission of AI-generated content presented as the student's own work constitutes a violation of academic integrity standards and may be considered plagiarism or academic misconduct.**

COURSE MATERIALS

- **Bibliography**

  - **Luís Costa (2021) 'Rules governing the presentation of written work at ISEG' (available in the Course Unit webpage).**

  - **Other specific bibliography, provided during Seminar Sessions.**