

# A – What Is a Masters' Dissertation?

Ec, Fin, and MFE

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## Lecture 03

### Outline:

#### A. What Is a Masters' Dissertation?

### Readings:

See end of lecture.

## Objectives of this lecture:

At the end of this lecture you should know:

- The aims of a dissertation.
- The relevant academic rules.
- The basic dissertation process.
- The types of dissertation acceptable.
- The structure of a dissertation.

## A. What Is a Masters' Dissertation?

A dissertation is a response to a very specific “research” question.

The response must follow a set of strict academic rules.

## **A.1. Objectives and learning outcomes**

- 1. To demonstrate substantial understanding of a key issue, topic or theme relating to the programme's area.**
- 2. To organize ideas, develop and present a written argument in response to a “research” question.**
- 3. To show ability to effectively use theory, tools and techniques in support of the written argument.**
- 4. To demonstrate capacity to work independently under the guidance of an academic supervisor.**
- 5. To show having followed good academic research practice and having achieved a good level of competence in academic writing.**

## A.2. The academic rules

- [Decree-Law No. 74/2006 of 24 March](#) [also in [Portuguese](#)],  
changed by:
  - Decree-Law No. 107/2008 of 25 June [only in [Portuguese](#)];
  - Decree-Law No. 230/2009 of 14 September [only in [Portuguese](#)] with  
Rectification Statement No. 81/2009 of 27 October [only in [Portuguese](#)];
  - Decree-Law No. 115/2013 of 7 August [only in [Portuguese](#)].
  - Decree-Law No. 63/2016 of 13 September [only in [Portuguese](#)].
  - Decree-Law No. 65/2018 of 16 August [only in [Portuguese](#)].
- [General Rules and Regulations Governing the Masters  
Study Cycles at ISEG \(RMDI\)](#) [also in [Portuguese](#)].
- [General Rules and Regulations for the Assessment of  
Masters Degrees](#) [also in [Portuguese](#)].

- [Rules and Regulations for Masters' Tuition Fees](#) [also in [Portuguese](#)].
- [Appendix to the Rules and Regulations for Masters' Tuition Fees](#) [also in [Portuguese](#)].
- Disciplinary Regulations for Students, Charter of Rights and Guarantees, and [Code of Conduct and Good Practice](#) of ULisboa [also in [Portuguese](#)].
- Rectification Statement for the previous one [available only in [Portuguese](#)].



- [Charter of ISEG Student Rights and Obligations](#) [also in [Portuguese](#)].
- [Rules Governing the Presentation of Written Work at ISEG](#) (Costa, 2021).
- Templates for [Masters' Final Work](#) [Word and TeX, both in English, but adaptable to Portuguese].
- [Guidelines for Writing the Masters Final Work](#) (2012) [also in [Portuguese](#)].
- Microsoft Word Template for [Cover](#) and [First Page](#) of Masters Final Work [also in Portuguese: [cover](#) and [first page](#)].

## A.3. Dissertation rules in a nutshell

1. **Enrolment**: only if you have obtained at least 50% of the credits in the programme (No. 1, Art. 21, RMDI).
2. **Submission**: you may submit your dissertation (No. 2, Art. 21, RMDI):
  - a. If you have passed all the remaining courses.
  - b. Before the end of the academic year...  
... or of the following one, with repetition charge and prolonging fee.
3. **Deadlines**:
  - 1 March 2024 – enrolment.
  - 15 October 2024 – submission.

### 3. Maximum length (No. 4, Art. 21, RMDI):

- 75,000 characters;
- +25,000 characters for appendices, indexes, and bibliographic references.

### 4. Style (No. 1-6, Art. 21, RMDI):

- Follow Costa (2021) and use the template(s).

### 5. Submission (Art. 19, 22, RMDI):

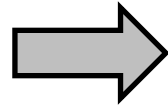
- Dissertation in PDF format (non-editable);
- CV in PDF format (non-editable);
- Declaration (repository).

## 6. Public Testing [Viva Voce Examination] (Art. 23, 24, RMDI):

- Up to 90 working days after submission.
- Maximum duration of 60 minutes.
- Boosted importance in assessment.
- 3 examiners:
  - 1 member of the programme's SC (the Chairperson);
  - supervisor (only 1);
  - 1 specialist (internal or external).

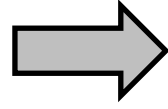
## 7. Possible outcomes (Art. 25, RMDI):

**Pass**



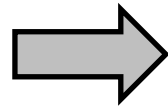
No changes!  
Mark 10-20.

**Small  
changes**



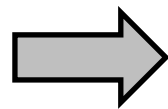
New version in 30 working days.  
No need for a new *viva*.

**Large  
changes**



New version in 60 working days.  
New *viva* in 30 working days.

**Fail**



You may try again with a new  
dissertation.

## A.4. Paulo Brito's dissertation tempo

A good dissertation usually has the following movements:

### 1. *Adagio con brio* (70 bmp with vigour):

- You feel determined!
- You have a rough idea of the topic.
- You want to explain the universe.
- You agreed upon a generic topic with your supervisor.

### 2. *Allegro scherzando* (145 bmp playful):

- You have started your research.
- Ideas just pop from your head.

### 3. *Scherzo* (you must be joking!):

- You are lost!
- You resist the idea of putting boundaries on your topic.
- You doubt whether you will be able to do something new.
- Your supervisor will not see you for a while...
- ... a large proportion of students just give up!

### 4. *Andante* (90 bmp):

- At this stage the supervisor is really important.
- It is time to decide what you will NOT do.
- You have to set your POINT.

## 5. *Moderato* (115 bmp):

- Your initial epic theme is now a modest topic.
- Your “research” question is now precise...
- ... and you already have some (partial) answers...
- ... even if some of them are negative.

## 6. *Grazioso* (my feet don't touch the ground!):

- Now you can explain what you have done to a ten-year-old child.
- If he/she can understand it you did a great job.
- Unless if the brat is a genius!



## A.5. The “research” question

### What Caused the Great Recession?

Is this a good “research” question?

No, it is too broad!



**What Were the Effects of Monetary Shocks  
in the Euro Area and How Can We Make  
Monetary Policy More Effective?**

Is this a good “research” question?

No, there are two questions!



**When choosing your topic (the “research” question) take into account:**

- Be precise and realistic.**
- Check the topics suggested by potential supervisors (Fenix, seminar).**
- Check the related topics in previous (recent?) dissertations (not just in your programme!).**
- Ok, you have a fantastic topic, but is there a supervisor for it?**
- The topic (question) or the method should be exciting to you and relevant to others.**

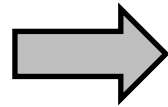
## Before choosing a topic:

- You have to read the seminal papers and/or books on the subject.
- You also have to start your preliminary bibliographic search.
- Be careful with working papers, mimeos, reports, etc!
- Building your bibliography (larger than the reference list) is an on-going process.

## A.6. Types of dissertation

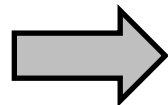
There are three (pure) types of dissertation (see No. 1, Art. 15, RMDI):

**Empirical**



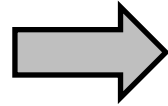
You apply empirical methods (e.g. statistical) to test a theoretical hypothesis or to study a dataset.

**Theoretical**



You extend an existing theoretical model (e.g. mathematical) to better explain an empirical observation or some stylized facts.

## Survey



You write a (analytical) survey of the literature with the existing responses to your question.

Empirical and theoretical dissertations also require a short (non-analytical) survey of the literature including:

- a critical discussion of previous works;
- putting the problem in context.

## A.7. The supervisor

The relationship with your supervisor is critical to succeed with your dissertation:

- Your supervisor is there to help you, not to do the dissertation in your place!
- You do not choose your supervisor or topic! It takes two to tango.
- Students are different, so are supervisors!

## Some types of supervisor:



### The sergeant:

Good for undisciplined students.



### The careless scientist:

Good for very disciplined students.



### The busy star:

Good only for very autonomous mature students.

## Some advice on how to deal with your supervisor:

1. Set the ground rules with him/her right from the start and respect them throughout the semester.
2. Keep in touch! Do not vanish during the *scherzo* movement.
3. If you want him/her to read parts of your work, do not expect him/her to reply on the following week.
4. If he/she insists there is something fishy with your method, listen very carefully and act in accordance.
5. He/she is not your co-author! If you do not do the hard work, that is your problem.



## A.8. The dissertation plan

Now you have a provisional topic and a supervisor.  
What's next?

You need a dissertation plan!

- In some programmes (e.g. MMFE) you need it to pass the seminar.
- You also need a preliminary knowledge of the literature – see topic B by Elsa Fontainha.
- Furthermore, you need a preliminary knowledge of databases and statistical software (empirical dissertation) - see topic C by Vítor Escária.

## What is the dissertation plan?

- The “research” question.
- The name(s) of the supervisor(s).
- A brief description of the topic and why it is relevant.
- A list of 2-3 seminal papers (sometimes 1 or 2 books) that you have already read and started this literature.
- A list of 1-2 survey papers that have dealt with it.
- A “research” proposal, i.e. how are you planning to address (respond) the question?
- A provisional table of contents (the structure).
- A realistic execution schedule.

## A.9. The *viva*

The *viva voce* examination (public testing) is the final act of your dissertation.

You have up to 20 minutes to present your dissertation.

Please remember that the jury has read it. Keep it simple and do spend your time with details. Rehearse your presentation!

As soon as you know the names of the members of the jury, do some research on their work related to your topic. Know your “enemy”!

More and more, the viva is a means of proving that the presenter is the real author of the written piece instead of a ghost writer (human or artificial).

The candidate must be prepared to respond to very technical questions on the methodology (including software) and data used.

Dissertation results have to be replicable, both by the members of the jury and by the general reader, as the dissertation will be publicly available.

## A.10. Writing up

### A.10.1. The structure

Usually, a dissertation exhibits the following structure:

- Pre-textual part:
  - cover;
  - first page;
  - erratum (if needed);
  - glossary (expressions and acronyms);
  - abstract, keywords, and JEL codes;
  - table of contents;
  - table of figures;
  - Statement;
  - preface (optional);
  - **acknowledgements.**

**Not numbered as the main text.**

**Use i, ii, iii, ix,...**

- **Textual part:**

- 1. Introduction (max. 20%)**

- The “research” question. Why is it relevant?
- The (general) survey of the literature.
- How are you going to address the question?
- What is your contribution? What’s new, doc?
- Describing the following chapters.

- 2. Main text (min. 70%)**

- Chapters, sections and sub-sections with the empirical applications or the theoretical constructions.
- Analytical surveys are also of the type above.

- 3. Conclusions (max. 10%)**

- The results.
- Future research (if applicable).

- **Post-textual part:**
  - references;
  - appendices.

**Do not reproduce databases in paper! Use a website to make it available.**

**If you have too many graphs (e.g. impulse-responses in a VAR) put them in the appendices.**

**For cumbersome mathematical derivations, use the appendices as well.**

## A.10.2. The work flow

**There is no pre-determined optimal timeline for your dissertation.**

**Starting with a preliminary version for the (general) survey of the literature is usually the right way, ...**

**... but do not spend too much time with it at the beginning, unless you are doing an analytical survey.**

**Leave the pre- and post-textual parts to the very end, ...**

**... but be smart and choose the software to manage your references (e.g. EndNote, BibTeX) at the beginning.**



**Start your original work as soon as possible. This is your contribution!**

**At least 80% of the time in an empirical dissertation is spent building the database.**

**At least 80% of the time in a theoretical dissertation is spent in mathematical derivations and most of them are wrong.**

**At least 80% of the time in an analytical survey is spent either building a common theoretical framework or replicating empirical results.**

**Be very, very, very careful with:**

- **Plagiarism** – using the work of anyone else without identifying it in the text is not just a violation of the academic rules. It is a crime!
- **Fraud** – your results have to be replicable. If you have made them up, someone will find out. Degrees can be overturned!

### A.10.3. Using generative AI

Generative artificial intelligence (e.g. ChatGPT, Bing, Bard, Character) may be a powerful aide:

- To perform your initial literature search.
- To generate/edit code (e.g. in Python, Julia, Matlab).
- To edit text, especially in (non-native) English.

However, since the internet is its source of information (e.g. Wikipedia), it may generate plagiarism problems.

Its tendency to “hallucinate” may generate more or less serious errors and it may even generate fraud problems.

Be clear in your initial statement on the use of this type of tools. Which ones, how, and why?

## A.10.4. Replication packages

A good dissertation has to include one or two replication packages for the results.

You may supply a broader replication package for the jury and a narrower for the public in general.

These package, available via link, includes:

- A description of all the software used, including the version, and the non-standard packages.
- The codes and/or programs with open source for inspection.
- The primary or secondary (with access) data sources.
- When data are confidential, you must supply perturbed samples.

## A.11. Additional readings

### A.11.1. In English

- Cochrane, J. (2005). Writing Tips for Ph.D. Students. Mimeo Chicago Booth Business School. Available from:  
[https://www.fma.org/assets/docs/membercontent/writing\\_cochrane.pdf](https://www.fma.org/assets/docs/membercontent/writing_cochrane.pdf).
- Eco, U. (2015). *How to Write a Thesis*. Cambridge, MA: MIT Press.
- The Economist (2018). *Style Guide*, 12<sup>th</sup> edn. London: Profile Books.

## A.11.2. In Portuguese

- Azevedo, M. (2011). *Teses, Relatórios e Trabalhos Escolares*, 8<sup>a</sup> ed. Lisboa: Un. Católica Ed.
- Estrela, E., Soares, M.A. & Leitão, M.J. (2013). *Saber Escrever: Uma tese e outros textos*, 8<sup>a</sup> ed. Alfragide: D. Quixote.