Faculté des **sciences économiques** et de **gestion**
Université de Strasbourg

« La qualité de l'enseignement par l'excellence de la recherche »

Licence: 3ème année (L3)
Mention: Économie et gestion (EG)
Parcours: International Economics and Management (IEM)

Research

Objectives of the research report

This is research training through research performing. The overall objective is to deepen student's knowledge in a field or a thematic related to the Licence, and to begin developing a research project aimed at producing "new" knowledge in this area. It can also be the development of highly specialized knowledge allowing to access to employment in a particular field or specific Master.

The research report can of course be an opportunity to develop specialized knowledge in a field related to the general theme of the Licence and that has not been covered during the Licence's teaching.

Search for the research report topic and supervisor, procedures and administrative matters

Duration and period of research report

The period for completion of the research report is at least one month in January. However, it is obviously possible (and recommended) to start before.

Topic of the research report

Research report can be quite varied in terms of theme but also content types. They address a theoretical question, a broad set of techniques or methods, a particular empirical question, or more generally an approach to economic analysis, management or organization. The research report may consist in:
- Proposing a theoretical and / or methodological development on one theme
- Putting into practice one or more aspects developed during the Licence programme, through an empirical study, by testing a model or of a method, or exploring the relevance of the concept and theoretical
- Conducting a review as complete as possible of the literature on an issue; in this case, it should not be purely descriptive, but must allow comparing different approaches and works, their conclusions and contributions from a particular and original viewpoint.

In any case, it is essential that the student finds interest and motivation in the topic and shows curiosity and willingness to enrich the understanding of the theme or subject.

Research Topic

Students choose the topic of research report by themselves, with support from the responsible of the Licence, based on formal themes proposed by members of the teaching team and issues and questions that they have raised in their interventions. Students can also provide general or specific topics, and discuss with members of the teaching team. For the student, this research is a preparatory exercise in defining a research problem.

Choosing a topic is also choosing a field that will have to be deeply explored; this means time spent to obtain information, make contacts and take steps to various investigations.

The research report must then cover a specific theme, related to the content of the lessons learned during the Licence. This theme is set and approved by the supervisor (see below). The theme of the report must be formally endorsed by the responsible of the Licence IEM at leaste the end of the period of courses and exams (December, 10th).

Given the busy schedule of training of teachers and their involvement in the conduct and / or management of several research projects in parallel, students are advised to quickly contact teachers' holders of thematic interest. The first contact must be made before the end of November. Once the theme is stated, it is useful to begin to consider initial literature search.

The supervisor

The supervisor is a member of the teaching staff of the Licence (or failing that, possibly teacher of the Faculty). Its role is to make available to the student skills and experience. Specifically, it is to propose a research report topic or accept the one presented by the student, and mentor the student for the duration of his work:

- Guiding thinking and problematization
- Advising the student on the methodology of research and literature searches
- Guiding on how to practically achieve the research report
- Following the evolution of the work
- Evaluating the memory during the viva, together with the other members of the board of examiners

The unfolding of research report period

Closely with the supervisor, the student shall specify at the beginning of work:
- The thematic boundaries of the topic,
- The main literature references to start with
- The hypotheses to be tested
- The methods (deductive / inductive approaches, respective share of the theoretical or conceptual and empirical investigations)

It is imperative to discuss the plan with the supervisor prior to writing.

For the duration of the research report, the student addresses to the supervisor, according to a regular set with him/her, an account of the work that goes on.

Support to the research methodology is provided by the supervisor.

The research report document

Elements of content and form

The plan must be structured in a way to facilitate the understanding of the approach and the results obtained. It is therefore necessary to specify the topic of work and to organize the research report accordingly. The structure and content of course depend on the subject and the recommendations of the supervisor. But in general, the thesis necessarily includes:

- The overall presentation of the theme, in relation to the state of knowledge in the field ("survey of the literature")
- Formulating hypotheses and explanation of the methodological approach followed
- A statement of work and the difficulties encountered in applying this approach,
- A review of results, from the relevant points of view (theoretical methodological, empirical ...)
- A critical assessment of work and openness to possible extensions

As for the formal presentation, the thesis must comply with the following requirements:

- The length generally ranges from 10 to 20 pages excluding annexes (Times new roman, 12 point font, 1.5 spacing)
- Tables and figures should have a title and be numbered
- The cover page must show the names of the University, of the Faculty and of the Licence, the title of the research report, the name of the supervisor, the name of the student, the period during which the research report was performed, the names of the members of the board of examiners (see example attached)
- Table of contents: it presents a detailed plan of the research report with reference to page numbers (bibliography and annexes should be listed). It is possible to put the acknowledgments between the table of contents and the introduction.
- Introduction: it presents the topic of the research report (justifying the title) and the method used to treat the subject. In addition, it justifies and exposes the plan used.
- The main text is composed generally of two or three parts, with sub-parts, but there is no absolute rule, the key is to have a plan relevant to the content and to maintain a balance in the size of parts and subparts.
- Conclusion: it summarizes the key points developed in the paper by offering some answers to the questions posed in the introduction. It specifies the limitations of the study and possible deepening.
- Bibliography: references are organized by broad categories (sources like internet and other sources should at least be distinguished), ranked in alphabetical order of authors' names (or website). They must be complete, highly accurate, and presented under a unified and systematic format (e.g.: Name, Initial of first name (year), "title", publisher or journal name, place of publication; for websites, indicate the date of last access).
- If necessary, a glossary, a list of abbreviations used and annexes are also included. These are numbered, classified in a logical order (often following the order of the main text, and / or grouped by theme) and paginated. Their goal is not to increase the size of the document; annexes should not consolidate disparate and unnecessary information. They provide additional information on certain points somewhat marginal to the main argument but of interest to some readers. Their goal is to enable easier reading of the main document by avoiding that the reader loses the thread of the main text with details of little importance for the global understanding.
- Summary (1 page) and list of keywords (no more than a dozen)

The research report must be written in English.

Citations and references

To make a citation or a reference, it is enough to simply indicate in brackets the name of the author and year (eg (Smith, 2006) or (Smith and Smith, 2006) or (Smith *et al*., 2006)) in the text, and thus refers to the complete reference to be included in the bibliography.

It is imperative to cite all sources used, either for the figures, text passages, ideas, definitions, classifications, models or analysis tools. It is possible to take verbatim text passages, but only if appropriate (e.g., definition, sentence expressing a central idea for the analysis ...), by ensuring clear evidence (e.g. quotes) and by giving the reference.

Any loan of a text, whatever its origin (article, book, website, thesis or internship report ...), which is not explicitly cited will be liable to a penalty which may affect the assessment of internship essay, and may even lead to a request for referral to a disciplinary committee of the University of Strasbourg.

Submission and viva

The final research report must be submitted in 2 copies printed (and in pdf format) no later than end of January: one for the supervisor, 1 for the Licence Secretariat (other Member of the board of examiners).

Organization

The viva will be conducted in English.

The viva takes place before a board of examiners (BoE hereafter) including at least two people: the supervisor and one member of the teaching staff.

The student is responsible (with a validation of the supervisor) to find the other member of the viva and to organize the date and the room with your school administrator.

The defense will take place at the University in February.

The expected duration of the viva is about 45 minutes. The student presents his/her work for about 15 min, then the BoE members provide their comments and ask questions for 30 minutes. These questions may relate directly to research report or to the concepts covered by the student in his work or in his presentation The BoE then deliberates on the grade, in the absence of the student. The grade is not disclosed to the student at the end of these discussions, since grades can be adjusted by the final jury de licence. However, the research report BoE may give a quick return to the student based on a general qualitative assessment of the work.

Tips for the viva

The presentation can be made according to a different plan than the one used for the essay.

The BoE, who read the memory, should be interested in the presentation. The presentation should describe the approach initiated and highlight the main ideas. The student must explain his choice of the topic, any problems

encountered and techniques used to arrive at the result, the main conclusions with respect to assumptions. It can also end his/her presentation with a critical eye on his own work (points that needed to be more developed, important omissions identified too late, etc.).

The presentation should be prepared in writing, but should not be read.
It is therefore useful to practice before the viva (e.g. rehearsal before one or more persons). This helps to check the length of the presentation, its logic and clarity. The presentation should normally be understandable even to a non-specialist.

Good oral presentation means:
Being accepted: Start "strong" and demonstrate competence. Draw the attention of listeners.
Being listened to: Enter the logic of the auditors
Being understood: The argument should be clear. It should be a logical progression of the discourse.
Being followed: Clearly stating the outline of the presentation. Remind where you stand in the reasoning, each major step.
Being memorized: The argument should be simple (not simplistic). Conclude on a strong image for attention at the end.

Evaluation

The UE "Research report" accounts for 6 credits (ECTS). The note associated with the UE will be given by the BoE, especially based on the following points that are mainly dealing with the scientific quality of work:
- Ability to define a problematic, and to put it in perspective with the state of knowledge in the field
- Ability to find relevant documentation and to take advantage from it
- Rigor and consistency of thought, reasoning and approach
- Relevance of the findings, and the ability to compare them with the results known from the literature
- Written presentation, style, spelling, sources citations, etc.
- Ability to speak and communicate.

Schedule

Choice of subject and supervisor:
On 10/12 at the latest

Start of the research report:
On 01/01 at the latest

Delivery of research report document:
End of January

Date of viva
During February

Annexes

Faculté des **sciences économiques** et de **gestion**
Université de Strasbourg

Licence Economie et Gestion
Parcours INTERNATIONAL ECONOMICS AND MANAGEMENT

Research report

(First name and Surname of the student)

Title of the Research Report

Date of the viva:

(First name and Surname) **Supervisor**
(First name and Surname) **Member of the BoE**