

SYLLABUS

INTERNATIONAL EUROPEAN
UNIVERSITY



EUROPEAN SCHOOL
OF BUSINESS



SYLLABUS



Course and educational program	Academic Integrity and Basics of Scientific Research Management EP, Digital Marketing EP, Software Engineering EP, Tourism and Recreation EP, Psychology EP, Germanic Languages and Literature (Translation Included), First – English EP
Course description	The Academic Integrity and Basics of Scientific Research course is aimed at introducing theoretical foundations and practical approaches to organizing and conducting academic research, as well as the system of values, traditions and moral and ethical norms of behavior developing the culture of academic integrity at higher education institutions.
Prerequisites for studying	Theoretical foundations and practical approaches to organizing and conducting scientific research, as well as values, traditions and moral and ethical norms of the culture of academic integrity.
Number of credits/hours	4 ECTS credits / 120 academic hours
Learning format	Blended learning
Classroom location	https://dist.ieu.edu.ua/course/view.php?id=677
Lecturer's full name	Vladyslav Pavlov , Doctor of Economics, Associate Professor, Professor at the Department of Management, Finance and Business Administration
Department	Department of Management, Finance and Business Administration: 
Office location	42V Akademika Hlushkova Ave., Kyiv, room 511
Consulting	Every Tuesday from 2 p.m. to 3:30 p.m. by appointment via corporate e-mail
Lecturer's e-mail address	v.pavlov@ieu.edu.ua
Course objectives	To provide students with a system of competencies regarding the theoretical, methodical and practical principles of conducting scientific activities in accordance with the principles of academic integrity.
Role of the academic discipline in	Specialty: 035 Philology PLO 3. To organize the process of self-learning and self-education;

**achieving
program learning
outcomes**

PLO 4. To understand fundamental principles of human being, nature and society;

PLO 5. To cooperate with colleagues, representatives of other cultures and religions, followers of different political views, etc.;

PLO 6. To use information and communication technologies to solve complicated specialized tasks and professional problems;

PLO 7. To understand the main problems of philology and approaches to their solution using appropriate methods and innovative approaches;

PLO 18. To be able to manage complex actions or projects when solving complex problems in professional translation activities and be responsible for making decisions in unexpected circumstances.

Specialty: 053 Psychology

PLO 4. To justify their own position, draw independent conclusions based on the results of their own research and analysis of literary sources.

PLO 6. To formulate the goal, objectives of the research, possess skills of primary material collection, observe the research procedure.

PLO 7. To reflect and critically assess the reliability of the results of psychological research, formulate reasoned conclusions.

Specialty: 073 Management

PLO 2. To keep moral, cultural, scientific values, as well as multiply achievements of society, use different types and forms of physical activity for a healthy lifestyle.

PLO 18. To identify ecological and economic and legal consequences of enterprise functioning in the context of social steady development.

Specialty: 075 Marketing

PLO 12. To show skills of independent work, flexible thinking, openness to new knowledge, be critical and self-critical.

PLO 15. To act in a socially conscious manner based on ethical principles of marketing, respect for cultural diversity and civil society values, observing individual rights and freedoms.

PLO 18. To show a responsible attitude to moral, cultural, scientific values and social achievements in professional marketing activities.

Specialty: 121 Software Engineering

PLO 1. To analyze, intentionally search for and select information and reference resources and knowledge required to solve professional problems, taking into account current scientific and technological achievements.

PLO 2. To know the code of professional ethics, understand the social significance and cultural aspects of developing information systems and technologies, as well as observe them in professional activities.

PLO 9. To know and be able to use methods and tools for systemic analysis of business architecture and its IT infrastructure, and to conduct the development and reengineering of their component base and structure.

	<p>PLO 16. To have skills of team development, coordination, preparation, and release of all types of software documentation.</p> <p style="text-align: center;">Specialty: 242 Tourism and Recreation</p> <p>PLO 16. To act in accordance with the principles of social responsibility and civic awareness.</p> <p>PLO 20. To detect problem situations and suggest their solutions.</p> <p>PLO 21. To make reasoned decisions and take responsibility for the results of your professional activities.</p> <p>PLO 22. To professionally perform tasks in uncertain and extreme situations.</p>
Learning outcomes	<p>Key learning outcomes of this course:</p> <ul style="list-style-type: none"> – the ability to think critically about scientific information, think outside the box, generate new scientific ideas, work efficiently from a source of information, conduct independent research, accumulate and analyze the necessary facts, summarize, systematize and theoretically explain them; – the ability to find their own solutions to the examined problem; – the ability to formalize the results of scientific research in the form of scientific reports, articles, reports and monographs, as well as to carry out their approbation and publication at various scientific forums in compliance with the principles of academic integrity and cultural norms accepted in the modern academic environment.
Course content	<p>Topic 1. Culture of academic integrity</p> <p>Topic 2. Manifestations of academic dishonesty</p> <p>Topic 3. Ways to prevent academic plagiarism</p> <p>Topic 4. Methodology of scientific research</p> <p>Topic 5. Organization and development of scientific research</p> <p>Topic 6. Preparation of reports on research work performance</p> <p>Topic 7. Publication of scientific research results</p> <p>Topic 8. Scientometrics and the scientist's brand</p>
Books and materials	<ol style="list-style-type: none"> 1. Bocheliuk V.I., Bocheliuk V.V. Methodology and organization of scientific research of psychology. Kyiv: Center for Educational Literature, 2019. 360 p. 2. Yevtushenko M.Y., Khyzhniak M.I. Methodology and organization of scientific research. Kyiv: Center for Educational Literature, 2019. 350 p. 3. Kolesnikov O.V. Fundamentals of scientific research. Kyiv: Center for Educational Literature, 2019. 144 p. 4. Koriahin M.V., Chik M.Y. Fundamentals of scientific research. Study guide, 2nd ed., supplemented and revised. Kyiv: Center for Educational Literature, 2019. 492 p.

	5. Malska M.P., Pandiak I.H. Organization of scientific research. Kyiv: Center for Educational Literature, 2019. 136 p.				
Technical requirements for the course	<p>To work on the Academic Integrity and Basics of Scientific Research course, you need regular access to a computer (or phone) and the Internet.</p> <p>In order to successfully study and pass the course exam, you should first explore the distance learning platform (Moodle) and study all folders that already contain or will contain information or materials for the course. You will also have to download and create documents, watch videos, or create them.</p> <p>You can use distance platforms only using corporate e-mail.</p> <p>If you are unable to attend the course, you should notify the Dean's Office or your class representative or the course lecturer directly.</p>				
Learning process	<p>The Academic Integrity and Basics of Scientific Research course consists of lectures and practical classes.</p> <p><u>Lectures</u> use the following training methods: <i>lecture, conversation lecture, discussion, discussion of problematic issues, demonstration, analysis of various situations according to the lecture topic.</i></p> <p><u>Practical classes</u> use the following training methods: <i>questioning, testing, performing individual and team tasks, case studies, preparing reports and presentations, performing analytical and calculation works, solving specific problems and situations, brainstorming.</i></p> <div style="text-align: center;">  </div>				
Discipline features	Period of teaching	Semester	International disciplinary integration	Year of study	Courses: general training/professional training/elective
	1 semester	1 st semester	available	1 st year	Professional training
Assessment policy	You will have various ways to show your knowledge and skills during the semester. This includes how you attend classes, how and what you contribute to class discussions, how you perform and submit practical tasks and tests on time, how you perform independent work tasks, as well as your ability to present your report. Additionally, you have the opportunity to complete an individual research task performed individually or in a small group in the form of a student research paper.				
	Activities during the semester			Maximum amount of points during the semester	

Current work (attendance, oral questioning, solving calculation problems and tasks, situational exercises)	15
Reports with presentation (3 pcs.)	10
Tests (4 pcs.)	10
Modular test work (2 pcs.)	15
Individual research task (admission to the exam)	10
Total	60

Grading scale

The minimum amount of points that should be obtained by students for current educational activities during a semester to be admitted to the final control is 36 points. The grade for the discipline is defined as a sum of the final points for current activities and the points for the final control and is expressed due to the multipoint scale.

The grade for the discipline completing with the exam is determined as the sum of points for current learning activities (at least 36), points for individual independent work of students (no more than 6) and points for the exam (at least 24).

The overall points of the discipline are 100. The total grade for the discipline is given according to the national and European scale.

The final control in the form of an exam is carried out after learning all the topics of the discipline, during the examination session.

The overall final grade in points according to the national and ECTS scales is put into the examination and test register, academic card and credit book of students.

National and ECTS grading scale

Sum of points for all types of educational activities	ECTS grade	Grade according to the national scale	
		for exam, term paper, practical training	for Pass/Fail test
90-100	A	excellent	pass
82-89	B	good	
74-81	C	satisfactory	
66-73	D		
60-65	E		
30-59	FX	fail with possible repeated pass	fail with possible repeated pass
1-29	F	fail with obligatory repeated learning of the discipline	fail with obligatory repeated learning of the discipline

QR Code:



How to find out your grade	To check your grades for tasks and read your lecturer's comments, you should check appropriate tabs on Moodle distance learning platforms. You can also obtain information about your grades directly from the course lecturer via corporate e-mail or by appointment on consulting days (room 511).
Course policy	<p>To ensure fruitful learning and cognitive activities of students while studying the discipline, one holds relevant lectures and seminars in the form of presentations, group work and discussion seminars.</p> <p>During classes and at the University, students should respect lecturers, staff and other students, attend classes according to the schedule, come on time and not leave classes without lecturer's permission. All academic assignments should be performed by the deadlines.</p> <p>The teaching staff should constantly advance their professional level, teaching skills, general culture, as well as provide students with appropriate conditions for learning educational programs according to the requirements for the content, level and capacity of education, and encourage their comprehensive professional development. Lecturers should follow the curriculum, not be late for classes, not allow any manifestations of corruption, discrimination, bullying, harassment and infringement of the students' rights.</p> <p>Students who miss the current control for <i>valid reasons</i> confirmed by documents have the right to take current control within two weeks after returning to studying.</p> <p>Students who have missed classes <i>without valid reasons</i>, have not participated in current control activities, have not liquidated academic failure are not admitted to the final semester control of this discipline. In this case, an academic staff member puts a mark 'non-admission' in the exam record.</p> <p>Repeated taking of the exam in the discipline is appointed in case of accomplishing all types of educational, independent (individual) work stipulated by the working program of the academic discipline and is</p>

carried out according to the approved schedule of academic failure liquidation.

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All participants in the educational process rely on the academic integrity principles.

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Late task performance, correction of grades, making up missed classes

Tasks should be submitted via Moodle by the deadlines stipulated in the course schedule on our website. Most tasks should be performed by 9 a.m. on the day of the next class to coordinate them with the course content and group activities. It is best practice to perform tasks as soon as possible after receiving them so that you have enough time to take an active part in the class.

If you need more time to perform the task, flexible deadlines are available. Completed tasks will be accepted until full credit until the last scheduled class in the discipline. Afterwards, the 40% partial credit based on the grade will be awarded within a week after the last day of class. Tasks that are not submitted at all will receive 0.

If you are going to miss classes for more than one week due to illness or other reasons, please contact your lecturer to arrange alternative options for performing tasks.

Note: deadlines work both ways, and meeting them ensures that your lecturer will provide prompt feedback on your tasks to make sure you keep up with the course.

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Lecturer's response time	Via corporate e-mail, within 24 hours.	
Efficient communication	Efficient communication is a two-way street!!! Therefore, the main recommendations for efficient communication include: corporate e-mail directly to the course lecturer; personal communication with classmates via social media/corporate e-mails/mobile phones; communication directly in the course on the Moodle distance platform; and a face-to-face meeting with the lecturer on consulting days.	
Policy of publication and distribution of course materials	Students are not allowed to post, publish, sell, or otherwise publicly distribute course materials without the written permission of the lecturer. Such materials include, but are not limited to: lecture notes, lecture slides, video or audio recordings, tasks, problem sets, exams, other students' work, and answer keys. Students who sell, post, publish, or distribute course materials without written permission in order to get answers or otherwise can be subject to disciplinary action, up to and including being required to withdraw from the course. Besides, students are not allowed to make video or audio recordings of the class for their own use without the written permission of the lecturer.	
Expected student workload and engagement	During this course, you should allocate some hours for independent study of some lecture materials in accordance with the course topics (approximately 5-6 hours per week). If you face circumstances requiring you to spend more time on any of the tasks, please inform your lecturer by e-mail. The deadline for submission can be extended only if the lecturer is informed in advance that you will not be able to submit the task on time. Students are expected to have a backup plan in case of computer malfunctions or Internet outages.	
Support services	E-schedule Library Supervisor Repository Dean's Office	
Course schedule	Lecture topic	Practical classes
	Topic 1. Culture of academic integrity	1. <i>Oral questioning</i> 2. <i>Practical tasks</i>
	Topic 2. Manifestations of academic dishonesty	3. <i>Homework tasks</i> 4. <i>Checking questions submitted for independent study</i> 5. <i>Writing a report</i> 6. <i>Tests</i>
Topic 3. Ways to prevent academic plagiarism	1. <i>Oral questioning</i> 2. <i>Solving practical tasks</i>	

		<ol style="list-style-type: none"> 3. <i>Homework tasks</i> 4. <i>Checking questions submitted for independent study</i> 5. <i>Tests</i>
	Topic 4. Methodology of scientific research	<ol style="list-style-type: none"> 1. <i>Oral questioning</i> 2. <i>Solving practical tasks</i> 3. <i>Homework tasks</i> 4. <i>Checking questions submitted for independent study</i> 5. <i>Tests</i>
	Topic 5. Organization and development of scientific research	<ol style="list-style-type: none"> 1. <i>Oral questioning</i> 2. <i>Solving practical tasks</i> 3. <i>Homework tasks</i> 4. <i>Checking questions submitted for independent study</i> 5. <i>Tests</i>
	Topic 6. Preparation of reports on research work performance	<ol style="list-style-type: none"> 1. <i>Oral questioning</i> 2. <i>Solving practical tasks</i> 3. <i>Homework tasks</i> 4. <i>Checking questions submitted for independent study</i> 5. <i>Test work</i>
	Topic 7. Publication of scientific research results	<ol style="list-style-type: none"> 1. <i>Oral questioning</i> 2. <i>Solving practical tasks</i> 3. <i>Homework tasks</i> 4. <i>Checking questions submitted for independent study</i> 5. <i>Presentation of reports</i>
	Topic 8. Scientometrics and the scientist's brand	<ol style="list-style-type: none"> 1. <i>Oral questioning</i> 2. <i>Solving practical and situational tasks</i> 3. <i>Homework tasks</i> 4. <i>Checking questions submitted for independent study</i> 5. <i>Tests</i>
Tips on successful study during the course	<p>If you want to succeed in this discipline, you should be:</p> <ul style="list-style-type: none"> - persistent, attentive and curious; - creative, cheerful, and open to communication and discussions; - ready to acquire information and knowledge about the subject not only during lectures but also during extracurricular activities. <p>See you at classes!</p>	