

Syllabus

for course at first level

Bachelor's Degree Thesis in Business Administration
Examensarbete i företagsekonomi för kandidatexamen

15.0 Higher Education
Credits
15.0 ECTS credits

Course code:	FE3932
Valid from:	Spring 2019
Date of approval:	2018-03-06
Changed:	2018-10-15
Department	Stockholm Business School
Main field:	Företagsekonomi
Specialisation:	G2E - First cycle, has at least 60 credits in first-cycle course/s as entry requirements, contains degree project for BA/BSc

Decision

This syllabus has been approved by the Board of Education of Stockholm Business School, Stockholm University 2018-03-06, last revision conducted 2018-10-15.

Prerequisites and special admittance requirements

120 HE credits, out of which at least 45 HE credits in Business Administration I and II or equivalent. English 6 or equivalent.

Course structure

Examination code	Name	Higher Education Credits
3932	Bachelor's Degree Thesis in Business Administration	15

Course content

The distinctive feature of a bachelor thesis is its focus on the theory of science and within a particular subject area. The Bachelor's Degree Thesis course consists of the following main components:

- theoretical and empirical studies within the field of business administration
- studies of research method and the philosophy of social science
- writing and presentation of preparatory work, peer review reports and bachelor thesis.

Learning outcomes

The overall aim of the bachelor's thesis course is to provide the student with fundamental practice in thinking, working and writing scientifically as well as to practice applying theoretical and methodological concepts and perspectives to a problem grounded in previous research.

The intended learning outcomes of the course are based on the requirements on knowledge, skills and approach drawn up by the Bachelor's Degree in the System of Qualification of the Higher Education Ordinance, supplement 2.

After completion of the bachelor's thesis course, the student is expected to:

Knowledge and understanding

1. Independently identify, develop and formulate a problem firmly rooted in previous research within the field of Business Administration.

Skills and abilities

2. Critically discuss, analyse and apply theories and concepts to a literature review, to the problematisation process and to the analysis of empirical data.

3. Discuss, account for and state the reasons for the choice of research approach and research method.

4. Demonstrate accuracy and rigor in terms of scientific akribi, academic formalities and specified time frames.

Judgement and approach

5. Make a serious attempt to produce a theoretically and empirically grounded contribution to knowledge.

6. Evaluate one's own work and its contribution to knowledge with respect to scientific, societal and ethical aspects.

Education

The course consists of lectures/workshops, seminars, 3 individual supervisory sessions of 30 minutes/thesis group, and a significant proportion of self-tuition. The course is assessed on a continuous basis by peer reviews and the concluding thesis (see Assessment Tasks). The course structure with regard to progression and continuous examination presupposes that students participate in all teaching activities.

The course workload is 200 hours equivalent to 15 ECTS (40 hours per week equivalent to 1,5 ECTS).

The language of instruction are Swedish and English.

Note that all course activities such as lectures, seminars, hand-in assignments and assessment tasks are conducted in English when non-Swedish speakers are present.

As a rule, the thesis is normally written by students working in pairs. However, the Head of Course may decide that the thesis work shall be written in groups of three, if there are special and justifiable reasons.

The thesis must comprise a maximum of 15 000 words (excluding abstract/summary, table of contents, notes, references and appendices). In all of its parts (problematisation, literature review, theoretical framework, analysis, discussions and conclusions) the thesis must be closely linked to at least 10 research articles published in international academic journals (i.e. scholarly peer reviewed academic journals).

It is not possible to change supervisor while the course is in progress, the student is allowed to re-register for the next course session and, to the extent that places are available, apply to join a thesis group.

Forms of examination

The main part of the assessment focuses on the completed thesis, supplemented by a smaller part based on peer reviews. The assessment tasks are weighted in relation to their significance for the overall examination of the course. The results from the assessment tasks are added up to course credits that are translated into a final grade.

The course consists of two weighted assessment tasks:

1. Two written and two oral peer reviews of a course colleague's thesis: examines intended learning outcomes 1–6; constituting 20% of the total course credits. This task is assessed by the supervisor.

2. Thesis: examines intended learning outcomes 1–6, constituting 80% of the total course credits. This task is assessed by an assessor appointed by the examiner.

The Head of Course is the examiner and has responsibility for the final grading decision.

After completing the course, the student is assigned a grade according to a scale related to the course's learning outcomes. A, B, C, D and E are pass grades. Fx and F are failing grades. Grade Fx can be supplemented to grade E.

The course comprises 100 course credits. To obtain a final pass grade (A-E), at least 50 course credits are required and at least 50 points are required from assessment task 2 (thesis). The final grades for the course correspond to the following course credits scale: A: 90-100, B: 80-89, C: 70-79, D: 60-69, E: 50-59, Fx: 45-49, F: 0-44. The grades correspond to the total of the points a student is awarded (of a total of 100) for the weighted examination components that constitute the course's continuous examination.

The student is responsible for ensuring that the course's assessment tasks are completed: that a sufficient number of course credits are achieved and a final pass grade is obtained. A student who has been assigned a pass grade on the course may not undertake renewed examination, supplement or complete assessment tasks not previously completed for the purpose of a higher grade. A pass grade cannot be changed to a failing grade on request of a student.

A passing grade (A-E) in the course is obtained when a student has achieved at least 50 course points, and at least 50 points are required from assessment task 2.

A failing grade (Fx or F) in the course is obtained when a student has not achieved at least 50 course points or has not obtained 50 points from assessment task 2.

If 45-49 course credits are achieved, grade Fx will be assigned, with the possibility to supplement to grade E within 3 semester weeks following the announcement of the supplementary instruction. The supplemented thesis should be submitted to Fastreg. If the supplementary thesis has not been received within this time, the grade is established. The student must then re-register on the course, whereupon previously obtained course credits are forfeited.

If less than 45 course credits are achieved, grade F is assigned. The student must then re-register on the course, whereupon previously obtained course credits are forfeited.

In the event of re-registration,

1. supervision is provided within the scope of available resources.
2. first-time registered students have priority access to the allocation of supervisors.

A student who has been assigned a pass grade on the course may not undertake renewed examination, supplement or complete assessment tasks not previously completed for the purpose of a higher grade. A pass grade cannot be changed to a failing grade on request of a student.

Grading criteria

The following grading criteria specify the qualitative requirements that different levels of grades set on the student's overall course performance, and therefore reflect the degree to which the student has fulfilled the course's learning outcomes. A higher grade level presupposes the abilities at lower levels.

A (Excellent) ☐

The student demonstrates ability to evaluate and relate to the content of the course from a comprehensive, critically reflective perspective, as well as to transfer and apply insights in new, meaningful contexts.

B (Very Good) ☐

The student demonstrates ability to, from an overarching and coherent perspective of the field, understand and use concepts to explain how different aspects of the course relate to each other, interconnect and become meaningful.

C (Good) ☐

The student demonstrates ability to discuss the content, tasks and complex issues dealt with in the course from several well-developed but mainly independent perspectives.

D (Satisfactory) ☐

The student demonstrates satisfactory ability to discuss the content, tasks and complex issues dealt with in the course in a way that, albeit in-depth and elaborate, is decidedly one-dimensional.

E (Sufficient) ☐

The student demonstrates sufficient ability to discuss the content, tasks and complex issues dealt with in the course in a way that is decidedly one-dimensional.

Fx (Fail) ☐

The student's knowledge, skills and abilities display minor flaws, overall or in significant parts.

F (Fail)□

The student's knowledge, skills and abilities display major flaws, overall or in significant parts.

Assessment areas

The students' learning and achievements on the course's assessment task 1 (peer review and opposition) and 2 (thesis) are assessed based on the grading scale above.

Examination parts 1 are assessed on the basis of three areas with equal weighting to each other:

1. Argumentative ability
2. Critical ability
3. Constructive ability

Assessment task 2 are assessed based on six areas with the following weighting:

1. Problematisation: 0-100 points x 20%
2. Theoretical understanding: 0-100 points x 20%
3. Methodological skills: 0-100 points x 20%
4. Analytical skills: 0-100 points x 30%
5. Structure and consistency: 0-100 points x 5%
6. Style, language and academic formalities: 0-100 points x 5%

The assessment areas are further developed in the study guide.

Interim

If the course is discontinued, or its contents are substantially altered, students have the right to be examined according to this syllabus once per semester for three further semesters.

Limitations

This course may not be included in a degree together with a course, taken in Sweden or elsewhere, of identical or partially similar content.

Bachelor's Degree Thesis in Business Administration, FE3931, Bachelor's Degree Thesis in Business Administration, FE3933, and Bachelor's Degree Thesis in Business Administration FE3934 may not be included in the same degree as this course.

Misc

Student who does not complete the thesis work on time is not entitled to additional supervision time. The student is however always entitled to have the thesis work assessed at subsequent examination sessions. Therewith, the student loses the possibility to get a higher grade than C.

Exemption from an assessment task is granted if the student presents a valid reason and a written certification (such as illness and a medical certificate), whereupon the student may re-sit the assessment task at a later date decided by the course director, and while maintaining previously acquired course points.

Application for exemption should be submitted to the Director of studies (Student Services) immediately after, or during planned absences well before, the date when the assessment task is carried out. A granted exemption expires at the end of the immediately following semester. Further information can be found on the school's webpage, under the heading Examination.

Required reading

Recommended reading

- Bryman, Alan (2012) Social Research Methods. Oxford: Oxford University Press.
- Bryman, Alan and Bell, Emma (2011) Business Research Methods. Oxford: Oxford University Press
- Farquhar, Jillian Dawes (2012), Case Study Research for Business. London: Sage.
- Agresti, Alan and Finlay, Barbara (2009), Statistical methods for social sciences. Pearson

The course literature may be supplemented while the course is in progress.