

# 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**

<b>Course code:</b>	FE3934
<b>Valid from:</b>	Autumn 2018
<b>Date of approval:</b>	2018-03-06
<b>Department</b>	Stockholm Business School
<b>Main field:</b>	Företagsekonomi
<b>Specialisation:</b>	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.

## 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
3934	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 organisation and management in business administration
- studies of research method and the philosophy of social science
- writing and presentation of preparatory assignments, peer review reports and bachelor's thesis

## Learning outcomes

Intended Learning Outcomes

The overall aim of the course is for the student to practice 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 are based on the requirements on knowledge, skills and approach drawn up

for the Bachelor's Degree in the System of Qualifications of the Higher Education Ordinance, supplement 2.

After completion of the bachelor's thesis, the student should be able to:

#### Knowledge and Understanding

1. Develop and formulate a problem firmly rooted in previous research within the main field of the study.

#### Competence and Skill

2. Critically discuss, evaluate 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 criteria, 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 workshops and seminars, three individual tutorials and a significant portion of self-study on the part of students. Assessment for the course will be continuous.

The course workload comprises 400 hours equivalent to 15 ECTS (40 hours per week equivalent to 1.5 ECTS). The course consists of the following activities:

- Introductory lecture on the thesis process.
- Workshops.
- Seminars.
- Supervision.
- Midway seminar with peer review.
- Final seminar with peer review.

The language of instruction is Swedish or English.

As a rule the thesis is written in groups of two.

During the thesis course students have the right to demand three individual (per thesis) tutoring à 30 minutes.

The thesis should in all areas (problematization, literature review, theoretical framework, analysis/interpretation, discussions and conclusions) be closely linked to research articles published in scholarly peer-reviewed academic journals.

The thesis may comprise a maximum of 15 000 words, excluding abstract/ summary, table of contents, notes, references and appendices.

It is not possible to change supervisor during the course. A student wishing to change supervisor must re-register for the next thesis course and upon availability enroll to a seminar group.

### **Forms of examination**

The main part of the examination focuses the finished thesis, supplemented by a lesser part based on peer

reviews. The assessment tasks are weighted in relation to their importance to the overall course assessment. The results from the assessment tasks are added up to a final course score that is translated into a final grade.

### Assessment tasks

The course contains the following weighted assessment tasks:

1. Write two individual peer reviews in the form of written reports and oral presentations: assesses intended learning outcomes 1-6; constitutes 20% of total course points. The assessment tasks are examined by the supervisor.
2. Write a thesis: assesses intended learning outcomes 1-6; constitutes 80% of the total course points. The thesis is examined by the examiner.

### Grading

After completion of the course, students will receive grades on a scale related to the intended learning outcomes of the course. Passing grades are A, B, C, D and E. Failing grades are Fx and F. A grade Fx can be completed for a grade E.

The thesis course comprises 0–100 course points. Receiving a final passing grade requires  $\geq 50$  course points and  $\geq 50$  points from assessment task 2. The scale for the final grade is tied to fixed score intervals: A: 90-100; B: 80-89; C: 70-79; D: 60-69; E: 50-59; Fx: 45-49; F: 45.

All assessment tasks are assessed on a 100-point scale. Each assessment task is awarded 0–100 points. The score for a single assessment task is the number of points multiplied by its percentage weight, and the combined total of score points for all weighted assessment tasks for the course are added up to a final score between 0 and 100 which then translates into a corresponding final course grade between A and F.

The student is responsible for completing the course's assessment tasks: that a sufficient amount of course points is earned and a passing course grade is obtained.

A passing grade (A–E) in the course is obtained when a student has achieved  $\geq 50$  course points.

A failing grade (Fx or F) in the course is obtained when a student has not achieved  $\geq 50$  course points:

- If 45–49 course points are achieved, a grade Fx is obtained, which can be completed for a grade E within 3 semester weeks after receiving instructions from the examiner. If the complementary task is not completed within this time limit, the course grade Fx is confirmed, implying that the student must re-register for the course and that previously acquired course points are forfeited. Note that first-time registered students have priority access to the thesis groups.
- If 45 course points are achieved, a grade F is obtained, implying that the student must re-register for the course and that previously acquired course points are forfeited.

Re-registration implies that:

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

Students receiving a passing grade may not retake the examination or complete the thesis to attain a higher grade. A passing grade may not be turned into a failing grade upon the request of a student.

### Grading Criteria

The following grading criteria designate the qualitative demands made upon the student's collected course performance, and that reflects the degree to which the student meets the 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**

Student's learning and performance with regards to assessment task 1 (individual peer reviews and oral presentations) and 2 (the bachelor's thesis) will be examined by applying this grading scale. Assessment task 1 will be examined through the following three areas:

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

Assessment task 2 will be examined through the following six areas:

1. Problematisation
2. Theoretical understanding
3. Methodological skills
4. Analytical skills
5. Structure and consistency
6. Style, language and formalities

These areas are elaborated 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, FE3932, and Bachelor's Degree Thesis in Business Administration FE3933 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.