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**Course Syllabus Form**

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| **1. College:** College of Business Administration |
| **2. Department:** Management and Marketing |
| **3. Program:** B. Sc. in Business Management |
| **4. Course code:** MGT 499 |
| **5. Course title:** Graduation Project in Management |
| **6. Course credits:** 3 credit hours |
| **7. Pre-requisites:** 90 credits |
| **8. Lectures Timing & Location:**  |
| **9. Course web-page:**  |
| **10. Course coordinator:** Prof Minwir Al-Shammari; malshammari@uob.edu.bh**Section 01: M** 15:00-15:50 **W** 16:00 To 17:40 |
| **11. Academic year:** 2020-2021 |
| **12. Semester:** |  | **First** | 🗸 | **Second** |  | **Summer** |
| **13. Textbook(s):** A number of chapters will be selected from the below list of references. |
| **14. References:*** Business Research Methods textbooks, e.g., Zikmund, W.g. (2010), Cengage Pub., 8th edition.
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| **15. Other resources used (e.g. e-Learning, field visits, periodicals, software, etc.):**How to Write a Problem Statement: <https://www.youtube.com/watch?v=wMFo9FrBq28&list=TLPQMzAwOTIwMjCC3wxfagfdxg&index=2>How to Write a Literature Review:<https://www.youtube.com/watch?v=lw8HPXJP1VA>SPSS Tutorial: <https://www.lse.ac.uk/Methodology/Software-tutorials/SPSS-tutorials> Excel Exercises: <https://wps.prenhall.com/ca_ph_hummelbrunner_busstat_3/15/3896/997477.cw/index.html> |
| **16. Course description (from the catalog):**The course aims to introduce students to the application of research skills in Management in the form of a written project. Students will work under the supervision of the course instructor on one of the recent Management issues and prepare a proposal for approval of topic. The final written report should be submitted to the instructor and presented in the class at the end of the semester. |
| **17. Course Intended Learning Outcomes (CILOs):** |
| *CILOs* | *Mapping to PILOs* |
| *a* | *b* | *c* | *d* | *e* | *f* |
| 1. Knowledge and understanding of the basics and structure of research generally.
 | 🗸 |  | 🗸 |  |  |  |
| 1. Knowledge and understanding of the nature and various approaches to Business Management research.
 | 🗸 | 🗸 | 🗸 |  |  |  |
| 1. Develop research proposal by selecting among different Business Management research topics.
 |  |  | 🗸 |  |  | 🗸 |
| 1. Ability to identify different Business Management research topics.
 |  |  | 🗸 |  |  |  |
| 1. Ability to prepare and present a research project.
 |  |  | 🗸 | 🗸 | 🗸 | 🗸 |
| **18. Course assessment:** |
| *Assessment Type* | *Details/ Explanation of Assessment in relation to CILOs* | *Number* | *Weight* | *Date(s)* |
| Quiz | 1, 2 and 5 | 1 | 10% | 10/03/2021 |
| Research Proposal  | 1, 2, 3, 4 and 5 | 1 | 10% | 30/03/2021 |
| Proposal Presentation | 1, 2, 3, 4 and 5 | 1 | 30%  | 30/03/2021 |
| Excel-Based Problem | 1, 2 and 5 | 1 | 10% | 12/04/2021 |
| Research Project | 1, 2, 3, 4 and 5 | 1 | 40% | 08/06/2021@10:00 |
| Total |  6 | 100% |  |
| **19. Description of Topics Covered** |
| *Topic Title* *(e.g. chapter/title)* | *Description* |
| The basics and structure of research | This topic critically explains and evaluates the nature and various approaches of empirical business management research, the historical development of actual business management practices, ability to identify and select a business management research problem, and how to construct a complete research project in business management. |
| Research problem, objectives and research hypotheses | This topic demonstrates and explains the statement of the research problem, objectives and formulation of research hypotheses and research methodology.  |
| **20. Course Weekly Breakdown:** |
| *Week* | *Date* | *Topics covered* | *CILOs* | *Teaching Method* | *Assessment* |
| 1-2 |  | **Theory:** Scientific research, research process, research problem, model, methods, and data analysis.  | 1, 2, 3, 4 and 5 | Lectures & Discussion | Mini- Case |
| 3-4 |  | Research Framework/Model and Objectives, or Hypotheses/Questions. | 1, 2, & 3 | Presentation & Discussion | Proposal& Presentation |
| 5 |  | Literature Review and references | 1, 2, & 3 | Presentation & Discussion | Proposal & Presentation |
| 6-7 |  | Research Design and Methods | 1, 2, & 3 | Presentation & Discussion | Proposal & Presentation |
| 8 |  | Data Analysis | 1, 2, & 3 | Spreadsheet Modeling | Excel-Based Assignment |
| 9 |  | **Proposal Submission & Presentation** | 1, 2, 3, 4 and 5 | Presentation & Discussion | Proposal & Presentation |
| 10-15 |  | Research Findings, Discussion, Conclusions, and Recommendations | 1, 2, 3, 4 and 5 | In-Class Discussion | - |
| 16 |  | **Project Submission**  | 1, 2, 3, 4 and 5 | Research Project | Research Project  |

**Preparation of the Project Report**

***Editing, Format, and Procedure***

All reports must be written in English and presented according to the following rules:

* Each student should submit one **spiral bound copy of the project** report for presentation.
* Based on comments of the instructor, each student should revise and resubmit one **hardbound copy of the final project report**, in black and white color with no shaded text or table or figure, along with a **CD pasted inside the back cover of the report.**
* **The editing process** is an important step in terms of the spelling and grammar. Students are required to make such editing before submitting the final version of the report.
* References are prepared according to the APA style. References should be cited in the text and at the end of the project.
* **All reports** should be printed on white A4 paper using black print.
* **Number of pages**: average of 50 pages (words: from 12,000 – 15,000 words)
* **Spacing**: 1.5 spacing
* **Alignmen**t: justified (except chapter titles that need to be centralized)
* **Font Size:** titles: 14 or 16, text: 12
* **Font Type**: Time New Roman
* **Margin**: one- inch margins should be used to make sure that printed data are not lost in binding/ photocopying.
* **The recommended size** is approximately **40-50 pages** (12,000 words)- excluding the references and appendices.

***Plagiarism***

Students are expected to follow the university rules regarding plagiarism and citation procedures.