Master Thesis and Graduation Exam Guidelines

International Business

Master Thesis

The Master Thesis in International Business is a written work, an effect of a systematic study of a significant, complex problem referring to the field of international business. The thesis clearly identifies the problem, states the major assumptions, explains the significance of the undertaking, sets forth the sources for, and methods of gathering information; analyzes the data; and offers a conclusion or recommendation. The thesis must evidence clarity of purpose, originality, critical and independent thinking, appropriate organization and format, and accurate and thorough documentation. Master Thesis in International Business is written in English.

1. Requirements resulting from the studies regulation

• The Master Thesis is prepared throughout the fourth semester of studies and is awarded 20 ECTs points.
• The topic of the Master Thesis should be agreed with the Supervisor, and related to international business, including international aspects of management, economics and finance.
• Preparing the Master Thesis should ensure the accomplishment of the IB Programme educational effects as specified in Appendix 1.
• The Master Thesis is an original work of the student prepared with the assistance of a Supervisor.
• The Master Thesis is subject to a review prepared by a Reviewer appointed by the Dean of the Faculty of Management.
• The Master Thesis is subject to discussion and evaluation during the master graduation exam.

2. Content requirements

• The Master thesis should contain:
  - an explicit definition of research problem and its in-depth analysis
  - the application of a particular research method
  - the use of adequate analytical tools
  - formulating conclusions based on the analysis conducted
  - references to subject literature in Harvard Referencing System

• Master thesis prepared by the students of International Business should refer to relevant theoretical knowledge and concepts of international business and related academic disciplines and have an empirical aspect, however field research is not compulsory. Desk research and case study descriptions are fully accepted. It is recommended that a relation to the internship is reflected in the thesis, however it is not compulsory.

3. Thesis format

• The thesis should have the following sections:
  - title page as indicated on the International Business Programme’s website
  - student’s statement that he/she is the sole author of the thesis
  - contents
Appendix 1. Description of Master Thesis in International Business Learning Outcomes

Upon completion of Master Thesis in International Business, a graduate:

**Knowledge**

- Possesses considerable knowledge of tools and methods of obtaining and storing data.
- Has intimate knowledge of the methods of analyzing and interpreting data, and making inferences about socio-economic processes and phenomena occurring on an international scale.

**Skills**

- Can identify and interpret international economic, social and managerial phenomena, changes and processes, as well as their determinants and relationships.
- Can apply theoretical knowledge of international business and related academic disciplines to interpret and analyze the situation of entities operating in domestic and international markets, enhanced by formulation of own views and critical choice of data and analysis methodology.
- Can formulate own views on the subject of factors, changes and effects of economic processes in international perspective, can construct and verify research hypotheses.
- Is able to write elaborate papers on international business topics in English, referring to specific issues in detail, applying advanced theoretical conceptualizations and drawing on variety of information sources.
- Is able to prepare elaborate oral presentations in English on the subject of international business and related academic disciplines, referring to specific issues in detail, applying advanced theoretical concepts and drawing on variety of information sources.

**Social Competences**

- Is aware that lifelong learning is a necessity.
- Is prepared to extend his/her knowledge of international business and related academic disciplines.
Appendix 2.

Editorial requirements for
International Business Thesis

Editorial requirements of the thesis submitted to the Thesis Supervisor and the Reviewer:

Printed version of the Bachelor's / Master's thesis should follow the following requirements:

- the format of the paper: A4 (printed on one side),
- font: Times New Roman or Arial,
- basic font size: 12 pts,
- line spacing: 1.5 lines,
- Margins:
  top 2.5 cm,
  Bottom: 2.5 cm,
  left: 3.5 cm,
  Right: 1.5 cm,
- use justification (text alignment to both margins),
- each paragraph should begin indented,
- footnotes in the Harvard system,
- pages of the thesis should be numbered and the numbers should be placed at the bottom of the page
- hardcover

Editorial requirements of work submitted to the Dean's Office:

- double-sided printed text
- use A4 landscape page layout (horizontal landscape) on which there are two pages of transcript of the original text (four pages on one sheet of A4 paper)
- page number 2 after the title page is the statement of the author of the self-preparation of the thesis and compliance with the contents of the disc computer printout
- the inside of the frame (BACK) should be pasted envelope in which you place the electronic version of the work (CD). CD should contain two files saved: one in the format editor MsWord (extension doc or docx) called THESIS (THESIS.doc), the second saved in text format as "plain text" and named in accordance with the ALBUM NUMBER of student (e.g. 03452.txt).
- on a disc the following information should be placed in a sustainable way (use a pen designed to describe the CDs): album number, author's name, signature.
- electronic version attached to the work must be 100% compatible with the printed thesis submitted to the Dean's Office