

# **Bachelor of Business Administration**

## **Knowledge Workshop**

Course Title	Knowledge Workshop				
Course Code	IMM206B	Course Type	Free Elective		
Credit	2	Contact Hours	30		
Prerequisites	None	Co-Requisites	None		
Duration	15 weeks	Class Type	Lecture		

SolBridge GACCS Objectives	%	Learning Objectives
1. Global Perspective	40	Understand the basic concept of scientific research;
2. Asian Expertise	10	2. Know what types of information is needed for a particular task or research;
3. Creative Management Mind	20	3. Search and access information effectively and efficiently from variety of sources (digital and non-digital);
4. Cross Cultural Communication	10	4. Analyze and evaluate the knowledge source's relevance, biases, purpose, etc.;
5. Social Responsibility 20		5. Synthesize the information available in an appealing and comprehensible way;
		6. Understand the concept and consequences of plagiarism, intellectual property infringement and copyright issues in the scientific research context;
		7. Document research reports according to various styles (APA, MLA, Chicago Manual, etc.);
		8. Write and present scientific reports on the basis of the information gathered.

#### **Course Description**

This course will contribute to all of the elements of the SolBridge mission. This course aims at providing, strengthen and improving scientific research skills' of the students. The course is about imparting knowledge and skills about information search, location, retrieval, evaluation and synthesis. With the skills learned students will be able to gather needed information in an effective manner that helps them to conduct good research.

#### **Learning and Teaching Structure**

The course will be taught as a mixture of lectures and class-works. Important theories and concepts will be introduced in the first part of the class via lectures. During the second part of the class students will work on the activities and assignments assigned with the support and the assistance of the Instructor.

All the course materials will be posted in the Moodle system including the assignments. Students are also required to submit their assignments through Moodle except in some technical problems. Moreover the mode of communications between the instructor and the students will be through Moodle, therefore students are advised to familiarize themselves with SolBridge Moodle system and should check the Moodle system frequently.

Assessment	%	Text and Materials
Attendance	20	There is no required textbook. Articles and other resources will be handed to students during the course.
Class Works	30	
Group Research Report		
Group Research Presentation	10	

### **Course content by Week**

1-2	Course outline, Introduction to Research and Research Methods				
3	Writing and Presenting Research Proposal				
4	Access to Knowledge: Searching, analyzing and evaluating information effectively				
5	Primary data: Collection methods, instruments used and their relevance and usefulness in different types of research				
6	Secondary data: Collection methods and their relevance and usefulness in different types of research				
7	Secondary Data: Searching National level Data: Common Databases, Sources and Keywords				
8	Secondary Data: Searching Industry level Data: Common Databases, Sources and Keywords				
9	Secondary Data: Searching Firm Level Data: Common Databases, Sources and Keywords				
10	Secondary Data: Searching published research on business and economics related topics				
11-12	Plagiarism and Ethics, Referencing and Styles				
13	Different types of research reports, publications and presentations: their formats				
14-15	Writing and presenting research report, Group Presentations				

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