



UNIVERSITY  
OF WARSAW



UNIVERSITY OF WARSAW  
**Faculty of Economic Sciences**

# POLITICAL ECONOMY

## Class #2

How to write a good paper...

... and present it well?

Katarzyna Metelska-Szaniawska

# Research without tears...

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## 3 C's of reasearch:

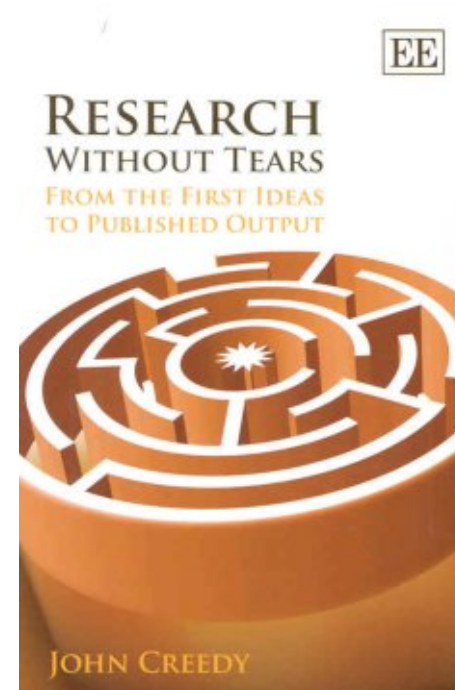
*curiosity*

*concentration*

*confidence*

+ *courage...*

+ *clarity...*



**research ~ climbing a mountain**

# AGENDA

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- I How to write the Pol-Econ paper
- II How to present the Pol-Econ paper
- III Sources and references

# | How to write the POL-ECON paper

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## written assignment: 0-12 points

- prepared individually
- topics are distributed during the first two/three classes
- should be about 10 pages long (no more)
- it is not allowed to rewrite the assignment
- should be handed in (in paper) on the day when it is presented in class, as well as sent to the instructor by e-mail before the class when it is presented. Each day of delay in handing in the written assignment results in lowering the total score for the assignment by 1 point, e.g. a delay of 3 days means that 3 points are subtracted from the score obtained for the assignment (if the score were 10 out of 12 points, including the delay it will be  $10 - 3 = 7$  points)
- all members of the team receive the same amount of points for the written assignment.

# | How to write the POL-ECON paper

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- **content** (errors, lack of precision, gaps, no additional information, no personal views...)
- **structure** (intro & conclusions, clear argumentation...)
- **references**
- **editing** (graphs, tables, typo's...)
- **language** (scientific/academic, terminology...)

# I POL-ECON paper - assessment

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## Assessment of the merits:

- does the assignment refer to the topic? (1 point)
- is there a hypothesis/research question stated and what kind? (2 points)
- are the arguments presented clearly/logically? (2 points)
- are authors' original thoughts presented? (2 points)
- is additional literature included and what kind? (includes correctness of quotes and references) (2 points)

# I POL-ECON paper - assessment

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## **Assessment of the presentation (written form):**

- clear structure (introduction/conclusions) (1 point)
- editing (1 point)
- language (1 point)

# | POL-ECON paper - checklists

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- **checklist 1:** structure of analysis
- **checklist 2:** appearance of the paper

/J. Creedy, *Research without tears...*; pp.46-47/



# II POL-ECON presentation

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## **presentation of the written assignment in class: 0-6 points**

- each written assignment must be presented in class on the appropriate date
- absence at the presentation results in 0 points for the presentation and for the written assignment for this person
- the presentation should take 30-40 minutes
- interactive presentations are particularly encouraged. Together with elements involving various forms of interaction, they may take up to 75 minutes
- you may not repeat ('retake') a presentation
- the presentation (slides) must be sent by e-mail to the course instructor at least 1 day before the class, when it is scheduled (until 8pm). Failure to do so will result in subtracting 3 points from your total presentation score

# II POL-ECON presentation - assessment

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## Assessment of the merits:

- introduction (attracts attention, provides an overview of the arguments) (1 point)
- presented arguments (clear, logical) (2 points)
- conclusions (summary of the main inferences) (1 point)

# II POL-ECON presentation - assessment

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## Assessment of the presentation:

- slides: clear, neat, readable, etc. (1 point)
- presenting method: voice, body language (visual contact, gesticulation) (1 points)

# III Sources – types of scientific works

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- **articles in academic journals** (surveys, original works)
- **books** (textbooks, monographs, handbooks, collections of articles, conference proceedings)
- **book chapters**
- **working papers**
- **unpublished** manuscripts, conference and seminar papers

# III Sources – types of scientific works

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- reports
- guest lectures, manifests
- popular-science works, press articles
- **academic papers and theses** (Ph. D., Master, Bachelor, other papers)

# III Sources and resources

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- works on paper (libraries, bookstores)
- electronic resources
  - search engines
  - article databases: JSTOR, ECONLit, EBSCO...  
+ publishers' www (e.g. springerlink, science direct)
  - e-books
  - data resources: WB, IMF, Eurostat, EBRD, OECD, TI, GUS...  
+ Faculty library  
+ reports etc.
- how to determine the quality of the source?

# III References

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- bibliographical notation:
  - short notation: author (year) in the text
  - full notation in footnotes
  - full notation in end-notes
  - bibliography / list of references
- quotations (quotes + page number!)
- general rules

# GOOD LUCK!

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