



2.0 credits	30.0 h	1 + 2q
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Teacher(s) :	Peirce Robert ; Bartier Anne-Laure ; de Moerloose Chantal ; Gnabo Jean-Yves ;
Language :	Français
Place of the course	Louvain-la-Neuve
Prerequisites :	The whole preliminary university education
Main themes :	This seminar is designed to assist students in completing their master theses in the best conditions. For that, it aims to give them the keys to (1) define their thesis topic (2) conduct a scientific literature research (3) deepen some specific methods to the field of management (4) learn to self-correct their writing style (5) control their speaking in front of an audience (6) It also aims to disseminate the guidelines of LSM about drafting a master thesis and to support professors-promoters work in guiding the master thesis.
Aims :	<p>Having regard to the LO of the programme X, this activity contributes to the development and acquisition of the following LO:</p> <p>-- 3. A scientific and systematif approach</p> <p>3.1. Conduct a clear, structured, analytical reasoning '</p> <p>3.2. Collect, select and analyze relevant information '</p> <p>3.3.Consider problems using a systemic and holistic approach '</p> <p>3.4. Perceptively synthesize 'demonstrating a certain conceptual distance '</p> <p>3.5.Produce, through analysis and diagnosis, implementable solutions'</p> <p>4. Innovation and entrepreneurship</p> <p>4.1. Identify new opportunities, propose creative and useful ideas '</p> <p>4.2. Initiate, develop and implement ideas around a new product, service, process '</p> <p>4.4.Reflect on and improve professional practices.</p> <p>7. Project management</p> <p>7.1.Analyse a project within its environment and define the expected outcomes'</p> <p>7.2. Organize, manage and control the process, '</p> <p>7.3.Make decisions and take responsibility for them in an uncertain world '</p> <p>8. Communication and interpersonal skills</p> <p>8.1. Express a clear and structured message'</p> <p>8.2. Interact and discuss effectively '</p> <p>9. Personal and professional development</p> <p>9.1. Independent self-starter '</p> <p>9.2. Self-awareness and self-control '</p> <p>9.3. Self-motivation'</p> <p>9.4. Quick study, lifelong learner '</p> <p>At the end of this course, the student will be able to:</p> <p>-- 1. Being able to design a job and choose a thesis topic (How to organize me define my subject and develop an appropriate approach to it?)- 2. Being able to make a literature search for the master thesis (How to identify my sources, locate documents, evaluate and cite my sources and manage my documentation?)- 3. Being able to improve a written text for the master thesis (Writing to be read)- 4. Being able to improve the oral communication of the thesis presentation (How to seduce my audience?)- 5. Mastering specific technical expertise on memory (the choice: How to use SPSS? , How to conduct a qualitative study? How to handle financial databases?)- 6. Being able to identify a gap in non-technical skills needed to achieve the master thesis (soft skill) and self-training to correct it (time management, fast reading, critical evaluation of secondary data ...)- 7. Taking a step back from his personal methodological difficulties in the daily work of master thesis (in self-learning) (Which typical mistakes to avoid? How to manage my mind?)</p> <p><i>The contribution of this Teaching Unit to the development and command of the skills and learning outcomes of the programme(s) can be accessed at the end of this sheet, in the section entitled "Programmes/courses offering this Teaching Unit".</i></p>
Evaluation methods :	Several mini quiz sessions evaluating presence and instructions following Several mini works evaluating of individual work
Teaching methods :	Learning common core: mainly through self-learning tutorial and powerpoint documents iCampus and secondarily through five sessions of lecture
Content :	<p>The seminar is primarily a self-learning work based on documents made available to students on iCampus. Five lectures (2 in first master and 3 in second master) ensure a common thread between the self-learning. (See topics above)</p> <p>In addition, each student has the opportunity to develop soft skills which could help him in his working method to be choose among: (a) written communication: style and structure (b) oral communication: speaking in front of an audience, visual aids (c) mind management: reading, memorization, logic, analytical reasoning, synthetic reasoning, information collection, creativity, self-management, working methods, mastery of internet addiction</p>

Bibliography :	: No TEXTBOOK. SLIDES compulsory and available on line . No book protected by copyright. . No reading file. Supports available on line are on ICAMPUS. : :
Other infos :	An information session on this seminar is given at the briefing of first day of the academic year. Presence is mandatory. iCampus resume all the information necessary for self-study: LLSMD2094 Students are required to register on this site since the beginning of the year master 1, even before entering the seminar in master 2, to be kept informed of its activities.
Faculty or entity in charge:	CLSM

Programmes / formations proposant cette unité d'enseignement (UE)				
Intitulé du programme	Sigle	Credits	Prerequis	Acquis d'apprentissage
Master [120] in Business engineering	INGE2M	2	-	
Master [120] in Management	GEST2M	2	-	
Master [120] in Management	GESM2M	2	-	