Erasmus Mundus Master of Arts
EUROCULTURE

MA Programme Euroculture:
Guidelines on the writing of the MA thesis
Consortium version
2020-2022

1. Introduction

The MA Thesis in Euroculture is an academic and scholarly research report in which you present the results of original research that you conducted yourself. Completing the thesis successfully is part of the formal requirements to graduate with an MA degree in Euroculture. In the thesis you should demonstrate your ability in collecting and evaluating information, critically utilizing relevant theories in the chosen area of inquiry, constructing, testing and defending an argument, and critically analysing and interpreting primary sources. The thesis demonstrates that you are able to present research results concisely and in a scholarly form. Completing the thesis successfully also demonstrates your capacity for working in an independent manner.

Within the context of the MA programme Euroculture, the MA thesis should be a written account of research based on a clearly defined problem located within a contemporary European context (20th or 21st century). You may choose the topic according to your academic expertise and field of interest, but keep in mind that the topic should be clearly situated within the field of Euroculture, and should deal somehow either with European culture, history, politics, foreign relations, literature and the arts, European law, history of religion in Europe or European institutions. The thesis should have an interdisciplinary character, and may (but does not have to) be an expansion of your IP paper.

Your thesis should define your subject clearly and indicate its broader relevance to related areas. Most subjects are aspects of a more extensive subject; determining the scope of your study, therefore, involves making choices and restricting your field of research. In the same way, the amount of relevant secondary literature must be kept within limits. Narrowing the scope of both your subject and the relevant background reading can only be done after a broad exploration of the field of interest so that you can explicitly account for your decisions and indicate the relevance of the subject beyond the scope of your MA thesis.

Your MA thesis must be an original piece of writing, reporting on your independent research. The thesis should not simply reproduce what others have written, but be a synthesis of research, demonstrating your own academic ability to comprehend and interpret relevant material and texts critically. In other words, your study must contain an evidently personal contribution.

The Euroculture Consortium established requirements that a Euroculture thesis must meet before it may receive final approval. This guide describes these requirements and includes information on the different stages of the thesis writing process: the thesis topic, the portfolio and the thesis itself.

2. Study credits, language and length

The MA thesis is worth 30 ECTS: 5 ECTS for the (initial) research and preparation – to be handed in as a "thesis portfolio/outline" (deadline: 1 December, 3rd semester) – and 25 ECTS for the writing process and final product. The MA thesis should be written in proper, academic English, consistently using one variant (e.g., UK, US or Canadian) only. The thesis should count between 20.000 and 30.000 words - including footnotes but excluding bibliography and annexes (if applicable). The spacing between the lines should be set at 1,5. Students should mention the number of words on the abstract page of their thesis. In the case of deviation of the prescribed number of words a student should motivate the deviation (explain why less or more words) and next the deviation should be approved by both supervisors AND both directors of studies.

3. Learning outcomes

Learning outcomes have been defined for the MA programme Euroculture. See Annex Six for an overview of all the learning outcomes. The learning outcomes that are specifically related to the thesis writing process are:

- Thorough knowledge and understanding of theoretical and methodological approaches, in particular constructivism and comparativism which allow for independent research in the academic field involved;
- Performing and presentation of the outcomes (in oral and written form) of independent research by making efficient use of primary and secondary sources (e.g., libraries, computerised material, bibliographical material);
- High level analysing and synthesising competency to identify and problematise issues related to inter-, trans and multiculturalism;
- Capacity to make judgements by integrating complex (and conflicting and insufficient) data with the intention to identify rational and sustainable solutions for identified problems;
- Ability to locate, select from a variety of sources and manage information required for addressing problems related to key issues as identity/ies and civil society/ies;
- Ability to apply different methods and strategies of study to different tasks and to undertake independent study.
- Experience in and knowledge of successfully planning, designing and managing complicated medium-term (research) projects in a transnational and multicultural environment;
- Capability for self-analysis, that is the ability to accept and give critical constructive feedback, on the basis of a well-developed awareness of one's own identity and related norms and values;
- Ability to identify topics in the public debate in a reflexive way and with an eye for socio-culturally sensitive matters;
- Capability to learn from and respond accurately to unexpected developments, taking these into account to accommodate and develop suitable strategies accordingly.

4. Preliminary thesis topic (due 1 September)

The preliminary thesis topic should contain a good indication of the topic that you want to work on for the thesis, a preliminary research question and a motivation to explain the relevance of this proposed research project. Your proposal should cover the following required parts:

A short description (about 400 words) of what you would like to investigate and why you would like to investigate this topic (background to and relevance of the thesis topic). Formulate this as a problem and/or question and sub-questions (problem statement and/or research question). Explain briefly the methodology you foresee for this project, and add an annotated bibliography (of about 3 – 5 titles). Provide a brief outline of

possible chapters and finally, briefly outline the time path for the research and writing of the thesis.

Submit your preliminary thesis topic the Directors of Studies/Exam Board of both first and second university. Both universities will have to approve your topic.

Use the following codes to name your document:
Surname_topic_1st semester university_2nd semester university.pdf

Use these codes for the universities:
DE = Deusto
GO = Gottingen
GR = Groningen
KR = Krakow
OL = Olomouc
ST = Strasbourg
UD = Udine
UP = Uppsala

You can use the Portfolio Guidelines to get a better picture of how to find and define a topic and how to prepare for the thesis portfolio.

5. Supervision

After approval of your thesis topic, a supervisor should be connected to your thesis project. At some universities a supervisor will be appointed to you, at other universities you will have to look for a supervisor yourself. Please inquire yourself how this works at your first and second university. In the end you will have 2 supervisors: a supervisor from the first and second university respectively.

Both supervisors have an equal share and responsibility in the supervision process. At both universities the thesis will have to be assessed because a joint or double diploma will be awarded.

You are requested to stay in touch with both supervisors during the process of thesis writing and inform them about the progress of your thesis.

IMPORTANT!!
All e-mail correspondence between you and supervisors in general, and all comments given by one of the supervisors in particular, are to be sent to all three parties (as a "cc" to the other supervisor, for example). It is your responsibility to provide each supervisor with the name and email address of the other supervisor.

In case of a change of topic during the second or third semester, make sure that you follow the appropriate path as required per institution to seek permission for this change. The change may be of such a nature that no change in terms of supervisors is needed. However, it might also be the case that the new topic demands different expertise and thus new supervisors. Whatever the case may be, it is your own responsibility to acquaint yourself with the procedures. If you have doubts about the correct procedure to follow, do not hesitate to ask the course coordinator at both universities for assistance. Remember, however, that a considerable change in topic will inevitably cost you time, set you back, and may drastically affect your ability to complete a good thesis in time.

Note: students should respect the working/office hours of supervisors for establishing contact by means of a meeting, phone or skype.

6. Portfolio (due 1 December, 3ʳᵈ semester) – 5 ECTS

A thesis portfolio is an elaboration of the research proposal. A thesis portfolio is worth 5 ECTS credits and should be the result of <u>at least 140 hours</u> of independent work. It should clearly demonstrate that you have independently conducted extensive initial research for your thesis during the 3ʳᵈ semester.

> ➢ Please consult the Euroculture thesis portfolio guidelines if you need to get more grip on thinking of a topic and writing the portfolio

A thesis portfolio should contain the following elements:

- (Working) Title and (functional) sub-title of the thesis
- Introduction section: Introduce the topic, background to and rationale of the thesis topic
  - o Introduce, describe and contextualize the thesis topic, discuss the background to your topic, describe the problem you want to investigate and narrow the problem down to a case that you want to work with. Motivate why the proposed research is relevant to be carried out (rationale and societal impact of the proposed research; this is the "why" part of your research proposal).
- The research question(s) or problem statement
  - o Describe the problem/topic that you are going to investigate, and focus it by means of formulating a clear research question that you want to answer by means of the proposed research (this is the "what" part of your research proposal)
- Statement about European dimension of your thesis (significance of the research)
  - o Explain why this thesis is suited to be examined as a Euroculture thesis. This statement should also make clear/explain/motivate the European dimension of your topic. This part could be seen as a further focus of the rationale and significance of the thesis.
- Contextualisation of the research (literature review)
  - o Relate the proposed research project to existing scholarship on the problem/phenomenon. Discuss existing scholarship on the topic/question and explain how your research will relate to this existing scholarship. Include an annotated bibliography of key publications (at least 10 annotations that clearly indicate the relevance of the publication to your research project), and provide an overview of at least 15 other sources that bear relevance to your research. The annotations and additional references should come from a range of sources, including book-length publications, articles from peer-reviewed academic journals, and chapters from edited volumes. The references and bibliography should be in a consistent reference format (e.g., the Chicago Style). Note: Referencing methods are dealt with in Eurocompetence I.
- Proposed research methodology:
  - o Identify and motivate the proposed theoretical assumptions and conceptual framework and that you will use in your research. Describe

which sources or data you will use (your case study) and demarcate this corpus carefully and clearly, explaining also how the data/sources will be collected and why these sources/data will be used. Explain which methods of analysis and interpretation you will use in relation to the sources and data. State the questions you will pose to your data/sources. Consider which resources are necessary to undertake the proposed research. Would you have adequate access to these resources? Provide sufficient background information to enable your supervisors to assess the methodology and methods proposed (this is the "how" part of your research, describing how your research plan should be executed).

- Proposed framework of the study (sections and chapters)
  - Structure the outcome of the proposed research project into sections and provisional chapters and explain briefly what you expect the main content of each chapter to be, based on the results of your literature review and methodology section.
- Research ethics (if applicable)
  - Explain and discuss any particular ethical concerns related to your research project.
- Timetable to meet 1 June (or 1 August) deadline
  - Include a realistic timetable for finishing different stages (or chapters) of your thesis. In consultation with your supervisors, deadlines may be set for these stages. Please also consider that your supervisors will take some weeks of vacation during June/July and/or August/September which would mean that there is no supervision possible during those weeks; you should take this into consideration while planning. The deadline for submitting the final thesis is 1 June (4th semester).
- List of References and annotated bibliography
  - Don't forget to include a list of references to works you have referred to in your proposal. Also include an annotated bibliography of key publications (at least 10 annotations that clearly indicate the relevance of the publication to your research project), and provide an overview of at least 15 other sources that bear relevance to your research. The annotations and additional references should come from a range of sources, including book-length publications, articles from peer-reviewed academic journals, and chapters from edited volumes. The references and bibliography should be in a consistent reference format (e.g., the Chicago Style). Note: Referencing methods are dealt with in Eurocompetence I.

The thesis portfolio is due before **1 December** of the third semester. The portfolio is to be submitted through email to **both supervisors** and the **coordinators of both first and second universities**.

Use the following code to name your document:
Surname_portfolio _1st semester university_2nd semester university.pdf
(For the university codes, see par.4)

Both supervisors should approve this thesis portfolio with a "pass mention" in order to earn 5 ECTS for it. The supervisors should inform you and the two coordinators of your first and second university of their assessment of your thesis proposal/portfolio before

the Christmas break. The proposal/portfolio needs to be assessed with a "pass" mention before you may proceed with working on your thesis itself.

If they assess the proposal/portfolio with a "rewrite" mention, you have until 31 January to rewrite it. Then it needs to be resubmitted to both supervisors, who have to indicate their assessment of the revised version to you and the coordinators by 15 February at the latest.

Please note that you need to have your portfolio approved by both supervisors ultimately by 15 February, otherwise your studies might get delayed. Only students who have their portfolios approved by that date may participate in the fourth semester's MA thesis seminar.

NOTE: It is your responsibility to ensure that your supervisor has all the relevant email addresses.

See Annex Four for the format of the Portfolio.

7. Deadlines for thesis submission & defences

Consortium deadline: 1 June 2022
Students are to submit their thesis by 1 June (4th semester) digitally through Euroculture Blackboard and to both supervisors in the format they have requested (i.e., digitally and/or in hard copy).

Please make clear arrangements with your supervisors on the thesis writing process. You are encouraged to submit your work in progress according to the schedule proposed in the portfolio to both supervisors. Take into consideration their availability and possible holiday absence during the 4th semester in order to make suitable appointments regarding submitting work in progress for feedback and the final assessment and/or defence.

Defences
At some universities a defence (and final exam in Olomouc) will be needed. This concerns the universities of Deusto, Krakow, Olomouc and Strasbourg. For some students this even means having to attend 2 defences. This information is available from your first and second university coordinator and also in the Excel sheet on Deadlines and Regulations. Make sure that you have this information in time to take the necessary arrangements.

Not meeting the 1 June consortium deadline:
If you submit your thesis per 1 June you are complying with the consortium deadline, and—if the thesis gets a passing grade—will not have to pay extra fees.

If you are unable to meet the 1 June deadline (or in case you have submitted a thesis which is graded as insufficient) you will be offered another opportunity to submit your thesis by 1 August 2022. Meeting the 2nd deadline might have possible financial consequences depending on local legislations of the degree awarding universities. It means you have no back-up option in case your thesis receives a "fail". In that case, re-registration including the respective costs will be necessary.

If you have been unable to meet the 2nd deadline or if your thesis has not received a passing grade after that deadline, you are requested to re-register at your first and second university for the next semester and in most cases, this requires having to pay fees at both of your universities. Paying extension fees will NOT be done via the consortium secretariat at the University of Groningen but has to be arranged yourself with the first and second university respectively. You will receive an excel sheet with the respective regulations and fees in this respect in time.

8. Timing and planning

During the third semester, research should be undertaken as part of writing your thesis portfolio, which is to be submitted before 1 December (see point 5). **It is your responsibility to effectively manage your time** during the third semester to such an extent that you will be able to complete either the internship/research track **and** submit your thesis portfolio in time.

However, keep in mind to break down the writing of your thesis into manageable stages, both in terms of doing research and the writing process by defining tasks that you can finish in a week, a day, or even as little as half an hour. In this way, you'll be able to set goals that can realistically be accomplished.

Please keep in mind that 4th semester teachings will start around March. Apart from the Eurocompetence III course, this semester will include a Thesis Seminar. You are advised to use the period between 1 January and 1 March to keep working on the thesis: reading/selecting literature, prepare a literature overview/annotated bibliography, have a (skype) meeting with your supervisor(s) etc.

9. Basic structure and formal contents of the thesis

Any thesis submitted within the MA Programme Euroculture, should contain the following:

Title page: See Annex Two. Use this template to provide the relevant and required information.

Declaration: at the beginning of your thesis, you should add a declaration whereby by indicate that the thesis you submit is your own, and not the work of someone else. Furthermore, the declaration should also state that you have been informed of the completion and assessment rules of the MA Programme Euroculture. This declaration should be signed and dated. In case your research involved participants, you have to ensure that you are able to tick the required boxes. In case your research did not involve participants, check the "not applicable" box. (See Annex Three for the statement)

Abstract and keywords:
Provide a good, informative abstract with the most important results. An abstract is important as it helps people decide whether it is worth reading the thesis (for instance once it's been uploaded in a repository). Make sure you add at least FIVE good keywords (classification terms). The most logical way for interested parties to use a repository is to search with keywords. If necessary, discuss which would be the best keywords with your supervisor. A good rule of thumb is not to be too precise (you don't know exactly which word people are going to use).

Here you should also mention the number of words of your thesis (incl. footnotes, excl. bibliography & annexes).

Table of contents (ToC): Each chapter title and all sub-titles should be listed in the ToC; it should contain *page numbers* for every title listed; titles in the ToC should correspond literally to those of the titles/sub-titles in the text.

Preface: this is optional, and usually contains your motivation why you wrote your thesis; and words of appreciation or thanks to people who have inspired or supported you during the writing process.

Introduction: Here you pose the problem of your thesis; give brief historical observations; explain (legal) question(s) that is (are) raised by the problem and that you will try to answer. You should also give an indication of the importance and relevance of the topic chosen and explain the way in which you have approached the topic, methods of research, sources of research and the order of chapters in which the topic will be addressed. You should explain the exclusion of certain topics from your research and provide any other relevant information for the reader.

Main text, which has to be subdivided into:
        Chapters (which include their own introductions and conclusions)
        Sections
        Subsections

Conclusions: summarize the research and present the conclusions you have reached. Explain the answers to the questions posed in the introduction and present generally accepted positions and distinguish these from your own opinions.

Bibliography: list of all the consulted sources, documents (treaties, legislation, reports, resolutions, etc.), cases, and decisions. Check with your supervisors if they prefer the bibliography to be divided into primary and secondary sources (if applicable), or not.

Appendices (if applicable).

List of abbreviations/acronyms: (often also placed after the ToC) Names of institutions, magazines, states, etc., should always be written in full the first time with the abbreviation or acronym in [square] brackets, and afterwards you provide only the abbreviation or acronym. Such a list is only necessary if many different acronyms/abbreviations are used in your thesis, and not when using commonly known abbreviations, such as UK, USA, EU, etc.

Notes: should be placed at the bottom of the page in the form of footnotes.

Keep the following issues in mind:

Presentation
The purpose of expository academic writing such as an MA thesis is to pass on academic knowledge. The style should therefore be clear, relatively formal and always precise; avoid wordiness and the use of pretentious diction. Avoid gender-biased language and derogatory or patronizing terms. In your MA thesis you should not attempt to persuade the reader other than by logical argument and accumulated evidence: you should

support your hypotheses and give your discussions a clear sense of direction and purpose.

Size and format of the MA thesis
The length of your Euroculture MA thesis should be between 20.000 and 30.000 words - including footnotes but excluding bibliography and annexes (if applicable).
The formal requirements for the thesis are as follows:

Paper size: A4
Printing: single-side
Line-spacing: 1,5 lines for the body text, single line (1) for the footnotes, single line (1) for long quotes, which are to be indented.
Letter size: point 12 for the body text, point 10 for the footnotes
Letter type: Times New Roman
Margins: 2,5 cm at top and bottom; 3 cm for left and right margin
Page numbering: lower right-hand side of each page.
Chapters should each start on a new page.
Italics: only for foreign words, book/journal titles, emphasis. **No quotations in italics**!
Boldface: Only for thesis title, and chapter headings.

Language
You must *consistently* write your MA thesis in proper, academic English (US, UK or Canadian version).

Submission
Use the following code to name your document:
Surname_thesis _1st semester university_2nd semester university.pdf
(For the university codes, see par.4)

10 Academic integrity and research ethics

The Euroculture Consortium is committed to academic integrity and ethical research practices (as described, for example, in the European Code of Conduct for Research Integrity). You have a duty to maintain academic and research integrity when designing, implementing and disseminating your research.

Amongst other practices, academic integrity implies that you refrain from:
- Failing to adequately research existing research before beginning new research.
- Failing to obtain informed consent where needed (see section on research ethics below);
- Fabricating data or cases;
- Wilfully misinterpret or distort data or results of other research;
- Failing to admit that some data are incomplete or ignoring problematic/outlier research results;
- Plagiarize (see section on plagiarism below);

Academic integrity also implies that you reflect on the relationship that you build with research participants (if they are part of your research process) and your supervisors throughout the research process. Consider, for example, how behavioural norms (and differing interpretations of these norms) not only impact the process of your research when working with participants, but also your rapport with your supervisors. Practicing

academic integrity requires from you to approach these relationships with care, compassion and a willingness to listen.

PLAGIARISM

Plagiarism – presenting someone else's work as your own – is a very serious form of academic misconduct and can be defined as follows:

    a) The submission of material written by another person but represented as your own work, whether that material is paraphrased or copied in verbatim or near verbatim form;

    b) Editorial revision by another person of your work that results in substantive changes in content or major alteration of writing style;

    c) Improper, inaccurate or false acknowledgment of sources in essays or papers.

In short, plagiarism is defined as the using of ideas or the copying or paraphrasing from another person's work without documenting the source in the conventional manner.

In dealing with plagiarism, it is important to distinguish between:

    a) submitting someone else's text as one's own, or presenting text in such a manner that it is no longer possible to detect what is one's own ideas or words and those borrowed from another source;

    b) careless and inadequate referencing of someone else's ideas and words.

For a more elaborate and very useful discussion of how to guard against unintentional plagiarism, read section 7.9 in Kate Turabian's *a Manual for Writers of Research Papers, Theses and Dissertations* (7th or 8th edition).

If a case of plagiarism or the misuse of sources is suspected or detected, the lecturer/supervisor will refer such a case to the appropriate commission. All cases of suspected plagiarism will be treated seriously, and in cases where plagiarism has been established, the partner university and supervisor will be informed. The measures to be taken will conform to the plagiarism policy of the network: such sanctions could range from having to rewrite a section, failing the thesis, or being expelled from the programme. The involved supervisors will decide on the relevant sanction per individual case.

In order to avoid plagiarism or the misuse of sources, you should be very careful to document your sources, even when only writing down data or ideas rather than actual quotations. Remember, in academic assignments writing is assumed to be the original words and thoughts of the author, unless otherwise specified.

Please note that your thesis will be checked for plagiarism after you have submitted it. For this purpose, you are required to upload the final version of your thesis in the thesis course on Blackboard. See section 13 ("Submitting the thesis") for details.

To avoid plagiarism, keep the following in mind:

Quoting text

A quotation is a literal reproduction of sentences (or parts thereof). Quotations must always be put inside "quotation marks" or inside a quotation environment, as the following examples show:

"Quotation marks"
The use of quotation marks is illustrated in the following example:

On the issue of human rights, Malanczuk remarks that: "(…) serious human rights abuses may be taken up by various organs of the United Nations as a matter of international concern."[1]

A quotation environment
There are many ways in which you may put a longer quoted text into a quotation environment. To provide clarity and simplicity only one manner will be provided, which is widely used. This involves indentation from the left margin and using single spacing if 1 ½ spacing has been used elsewhere in the text, for example:

On the issue of human rights, Malanczuk remarks that:
> (...) today there is no doubt, in view of the evolution of the practice of the United Nations, that at least serious human rights abuses may be taken up by various organs of the United Nations as a matter of international concern.[2]

Note that with such 'indented' passages no quotation marks are used. When you put something in a quotation environment you do not put blank lines before and after the quotation. A quotation environment must be used for longer quotes, especially when the quote is over 2 lines long, or longer than 20 words. Otherwise, you should use the shorter quotation form between "quotation marks".

Emphasis on (parts of) quoted text
If you want to provide emphasis to a certain part in a quotation, you must add to the (footnote) reference: "Emphasis added" or "Italics provided". The most common way is to put a part in italics, for example:

"(...) there is no doubt, in view of the evolution of the practice of the United Nations, that *at least serious human rights abuses* may be taken up by various organs of the United Nations as a matter of international concern."[3]

Putting certain words into italics means that you find them important and want to stress those words.

Cutting text from a quotation
As you can see from texts quoted above, text that is left out should be represented by "(...)". For example, it is possible to quote Malanczuk to the effect that:

"(...) today there is no doubt (...), that at least serious human rights abuses may be taken up by various organs of the United Nations."[4]

You should be careful that by leaving out text you do not change the meaning of the text you quote.

Paraphrasing text

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[1] Malanczuk, P. *Akehurst's Modern Introduction to International Law*, Seventh Revised Edition, Routledge, London and New York, 1997, p. 220.

[2] *Ibidem.*

[3] Malanczuk, *Akehurst's Modern Introduction*, p. 220. Emphasis added.

[4] *Ibidem.*

Paraphrasing is not using the exact wording as the author does, but to describe an author's positions or opinions in your own words. This does not require quotation marks. However, at the very least you should insert a (footnote) reference containing the relevant bibliographical information of the paraphrased text. If you use ideas, theories, arguments or positions, developed by a particular author, you must provide a reference. If you do not provide a reference, you could be accused of plagiarism.

Further and more elaborate attention will be paid to these writing and referencing conventions during the Eurocompetence and Methodology and Theory seminars. Please also note that the above is indicative only and not exhaustive.

SELF-PLAGIARISM
Please note that work submitted should always be original. It is not allowed to submit essentially the same paper or essay for credits in different courses. Like all plagiarism, self-plagiarism occurs when the author attempts to deceive the reader. This happens when no indication is given that the work is being recycled or when an effort is made to disguise the original text. Some people argue that self-plagiarism is impossible by definition because plagiarism is theft and people cannot steal from their own work. However, this is not correct in law. Academics often develop different aspects of an argument in several papers that require the repetition of certain key passages. This is not self-plagiarism if the complete work develops new insights. It is self-plagiarism if the argument, examples, evidence, and conclusion remain the same in two works that only differ in their appearance.

For more information see: https://people.ucalgary.ca/~nurelweb/academic/plag.html

RESEARCH ETHICS:
If your research will involve participants, you should discuss the "Research Ethics Guidelines" with your supervisor, and ensure that you comply with the local regulations concerning requesting approval of your research proposal if involving participants in the research process. The "Research Ethics Guidelines" is available on the Blackboard Thesis site. You should also complete the form on "Good research practice when using participants" (Included in the Research Ethics Guidelines) and discuss its content with both supervisors BEFORE you submit your Thesis Portfolio.

11. Footnotes, references and bibliography

The MA Programme Euroculture uses the Chicago Style referencing system for the Intensive Programme. You can use either footnotes or in text quotation; having made a choice then please be consistent. See Annex Five for more details.

The bibliography or list of references should contain a list of all sources referred to in your text according to the format of the annotation system you have used in your thesis.

All articles (journal, newspaper, online, etc.), books, cases, treaties, laws, acts, resolutions, or any other documents (e.g., online, film, video, spoken, etc.) that you have used in your thesis must be acknowledged by means of a reference in the text which supplies the source information. For all documents, the source must be as official and authentic as possible.

Any quotation, paraphrase, or mention of another text must be accompanied by a reference (as footnote) which contains information (including specific page number if applicable) where the source (information/quote) can be found.

Treaties and documents
People have a tendency not to provide references for well-known documents. This is not to be encouraged. It is essential that you do not trust what others have to say about a certain document. In the end they may make mistakes in quoting a certain text, or they may interpret the words differently than you do. You must look up all documents crucial for your thesis yourself. Even public sources such as the Charter of the United Nations, treaties, etc. should be provided with a reference. Thus, you must provide in your footnote/bibliography the:
  a) Official title;
  b) Parties (obviously not practicable in case of multilateral treaties);
  c) Institution adopting the text (whenever relevant);
  d) Date of adoption (although many times only the year is provided);
  e) Source (magazine, book, web site).

Interesting for the reader may be the number of states that have become a party to a certain treaty, or the number of members voting in favour or against, or abstain in relation to, a resolution.

Electronic texts
When using information from a website, or another form of electronic texts (such as CD-ROMS), it is as necessary to refer as adequately to such sources as it is when using information from monographs or articles. Because electronic information can be, and often is changed very easily, it is even of greater importance to refer precisely to electronic (internet) sources. A reference to a website starts with the 'url' (uniform resource locator) of the site. The 'url' is in fact the address of the website, e.g., the url of the Euroculture website is: http://www.euroculturemaster.eu.

With referencing internet or other electronic sources, it is of importance to state the date on which the information was published on the website (if available), and the date on which you accessed the information. If information about the institution or person who placed the information on the internet is available, it should be included in your reference too.

12. Submitting the thesis

The final version of your thesis should be submitted in various ways.

Firstly, you should **upload the final version of your thesis** via the thesis course in Euroculture Blackboard before or on 1 June 2022. You will receive an instruction email for that matter too. To do this, select the button "Upload your thesis" in the left-hand menu of the course. Follow the instructions from there.

Secondly, a **digital version** of your thesis should be submitted to the coordinators of the first and second universities before or on 1 June 2022.

Thirdly, each of your two supervisors should receive your thesis, in order for them to assess it, before or on 1 June 2022. How your thesis should be presented to the supervisors depends on the rules of your first and second university. Please make sure to inquire beforehand whether your supervisors would like to receive a paper or electronic copy (and in which format, e.g., pdf format/word doc.) of the thesis, or both.

Finally, there may also be further requirements regarding the submission of your thesis. These may differ per partner university. See the Excel sheet on Deadlines and

submission details or make sure that you inquire in time from the coordinators at both first and second university how to comply with the regulations of both institutions.

Students picking the 1 August 2022 deadline should do as mentioned above as per that date.

13. Assessment and grading

The final assessment of your MA thesis will be done by both supervisors. The final result (expressed as two national grades) will be decided upon in mutual agreement between the supervisors. If no agreement can be obtained, the average of the two results will be the final result of the MA thesis. In the case where supervisors cannot agree whether a thesis should receive a passing grade or not, the thesis will be submitted to a neutral third party at another institution. The decision of this third party will be decisive. If a student then fails and needs to revise the thesis, the revised thesis will be assessed by the two supervisors.

The criteria for assessment are formulated in the Thesis Assessment form (see Annex One). Supervisors will pay special attention to the overall contents of the MA thesis, the degree to which you have provided your own (new) insights on the subject matter, the organisation of your work and the extent to which you have been able to work independently. No passing result will be awarded if the supervisors judge that the use of English language, the scholarly presentation or the use of sources is not acceptable. In the case of detected plagiarism, the thesis will not be passed either and appropriate steps will be taken. For more information on plagiarism, see point 10, below.

Both supervisors will write a report on his/her assessment of the thesis by using the Thesis Assessment Form (see Annex One), which will usually be made available to you, the fellow supervisor and/or the Directors of Study or coordinators of your first and second university. It is your responsibility to provide the supervisors with this report form before submitting the final version of your thesis.

The completed assessment forms are to be sent by the supervisors to the coordinators of your first and second university (in Göttingen to be sent to the Examination office).

14. Applying for your diploma/examination requirements

Please note that your first and second university may set specific examination and/or diploma requirements in order to graduate successfully from the Euroculture programme. You will be informed about these requirements via email from the relevant coordinators, but it is also your responsibility to familiarize yourself with your duties and responsibilities in this matter.

Annex One: Euroculture Master Thesis Assessment Form

Name of Student:

Thesis Title:

University of the 1st semester:

University of the 2nd semester:

Name of Supervisor / University:

 I have checked the plagiarism report for this thesis. The reported overlapping texts have been checked and the overlaps have been clarified/can be explained (e.g., being direct quotations or stock phrases). In no cases were plagiarism found.

 The length of the thesis falls within the limits set for a Euroculture MA thesis. In the case where the length of the thesis falls outside of this limit, the student has requested AND received permission to do so from both supervisors. The student and supervisors have informed both Directors of Studies of any such extension in advance of submission.

 The thesis contains all of the required elements: title page, declaration, table of contents, bibliography, Appendices if applicable.

NOTE: In case any of these boxes cannot be ticked by the examiner, the thesis should be referred back to the student for revision. In case of plagiarism detection, the relevant Board of Examiners should be contacted.

In this report, please consider the following, by answering the following questions. Please add a short explanation instead of simply answering 'yes', 'no' or' partly':

1) Content: Problem statement, method and theory:
a) Is the topic of the thesis clearly presented and motivated?

b) Are the aims and objectives of the thesis clearly identified and explained?

c) Is there a well formulated problem statement and is it of sufficient complexity for an MA level? Briefly explain?

d) Has the student convincingly explained the relevance of the research?

e) Has a suitable methodology and theoretical frame been taken to solve the stated problems?

f) In case where empirical research has been conducted: is there a suitable research design and has the research been conducted adequately?

In the case where participants have been part of the research process: have adequate means be taken to ensure an ethical research process? (e.g., collecting informed consent from participants).

Where applicable and/or required: has an official ethics committee approved the proposed research project?

g) Does the conclusion provide convincing answers/proof to the initial questions/hypotheses?

h) Does the research constitute a contribution to knowledge in this field or domain?

2) Structure:
a) Is the thesis coherently structured in chapters and sections?

b) Are concepts clearly introduced and explained, and critically and consistently applied?

3) Sources (primary and secondary):
a) Has (enough) relevant (primary and secondary) literature been adequately interpreted and integrated into the thesis?

b) Is the bibliography/list of references complete and accurate?

4) Stylistics:
a) Is the use of language (English) acceptable and of the required standard (i.e., no spelling mistakes and typos, range of vocabulary, grammar)?

b) Are references in the text given in a coherent and consistent manner (either intext
or as footnotes)?

5) Format:
a) How is the thesis presented (i.e., consistency in lay-out, choice of fonts, headings, tables and graphs)?

6) Quality of writing process:
a) To what degree has the student been able to work independently?

b) Have recommended revisions been executed to a satisfying degree?

c) Any other relevant comments (e.g., on planning and commitment of the student).

7) Possible questions for thesis defence (only if this thesis is to be defended
Orally):

(National) Grade:

Suggestion for corresponding converted grade according to the other university's (national) grading scheme:

Date and place:

Signature:

Annex Two: Title page

Master of Arts Thesis
Euroculture

University of _____ (First semester)

University of _____ (Second semester)

Month and Year when submitted

Title of Master Thesis
Subtitle (if applicable)

Submitted by:

First name and surname student
Student number first university:
Student number second university:
Contact details (telephone/email)

Supervised by:

Name of supervisor first university:
Name of supervisor second university:

Place, date

Signature

Annex Three: Declaration

MA Programme Euroculture
Declaration

I, (first name and surname) hereby declare that this thesis, entitled "(title)", submitted as partial requirement for the MA Programme Euroculture, is my own original work and expressed in my own words. Any use made within this text of works of other authors in any form (e.g., ideas, figures, texts, tables, etc.) are properly acknowledged in the text as well as in the bibliography.

I declare that the written (printed and bound) and the electronic copy of the submitted MA thesis are identical.

I hereby also acknowledge that I was informed about the regulations pertaining to the assessment of the MA thesis Euroculture and about the general completion rules for the Master of Arts Programme Euroculture.

In case the research process involved participants (especially participants from vulnerable communities and populations), please ensure that the following boxes can be ticked before submitting the thesis, or tick the third box, if not applicable to your project:

☐ I declare that I have obtained the required permission from the relevant ethics committees of the two universities supervising my thesis concerning my research proposal in order to proceed with proposed research involving participants;

☐ I declare that I have obtained informed consent from these participants and that the consent forms are stored lawfully and in accordance with the rules of the two universities supervising my thesis.

☐ The two items above do not apply to this project.

Signed   …………………………………………………………....

Date   …………………………………………………………………

Annex Four: Thesis Portfolio

Erasmus Mundus Master of Arts
EUROCULTURE

Proposal/Portfolio
Master of Arts Thesis
Euroculture

University of _____ (First university)

University of _____ (Second university)

Provisional Title of Master Thesis
Subtitle (if applicable)

Submitted by:

First name and surname student
Student number first university:
Student number second university:
Contact details (telephone/email):

First semester university name and supervisor:
Second semester university name and supervisor:

Place, date

(The thesis portfolio should cover the following points. For a detailed description, see point 6 in the main text.) The thesis portfolio should be about 5 – 10 pages long.

1. (Working) Title and (functional) sub-title of the thesis
2. Introduction: Introduce the topic, background to and rationale of the thesis topic
3. The research question(s) or problem statement
4. Statement about European dimension of your thesis
5. Contextualisation of the research (literature review and annotated bibliography)
6. Proposed research methodology. In case you will be working with participants or if your work might have an impact on vulnerable communities in any way, you should fill out the form on "Good research practice when using participants" (included in the Research Ethics Guidelines) and include this in your portfolio.
7. Proposed framework of the study (sections and chapters)
8. Research ethics (if applicable)
9. Timetable to meet 1 June (or 1 August) deadline (4th semester)
10. List of references and annotated bibliography

Annex Five: Chicago Style Manual

Reference pointers taken from the *Chicago Manual of Style*, 16th edition.

Following the Chicago Manual of Style, you should include a footnote each time you use a source, whether through a direct quote or through a paraphrase. Footnotes are added at the end of the page on which the source is referenced. A superscript number (e.g., [1]) corresponding to a note with the bibliographic information for that source should be placed in the text, following the end of the sentence in which the source is referenced.

The first note for each source should include *all* relevant information about the source. If you cite the same source again, the note need only include the surname of the author, the title (or a shortened form of the title) and page number(s) cited.

If you cite the same source and page number(s) from a single source two or more times consecutively, the corresponding note should use the word 'Ibid.,' an abbreviated form of the Latin 'ibidem,' which means 'in the same place.' If you use the same source but a different page number, the corresponding note should use 'Ibid.' followed by a comma and the new page number(s).

In the Chicago system, the footnote begins with the appropriate number followed by a period and then a space. *PLEASE NOTE: Using the footnotes in Word, the programme automatically formats the number in the footer as a superscript number which is not followed by a period. This way of formatting is also fine.*

Bibliography
In the Chicago system, the bibliography provides an alphabetical list of all sources used in a given work. This page, most often titled *Bibliography*, is usually placed at the end of the work, preceding the index. It should include all sources cited within the work. The function of the bibliography is not only to indicate which sources you have actually used during your research and writing of the thesis, but also to help others retrieve the original information again to check the facts or find further information on the topic.

Although bibliographic entries for various sources may be formatted differently, all included sources (books, articles, websites, etc.) are arranged alphabetically by author's last name. If no author or editor is listed, the title or keyword may be used instead.

Common Elements
All entries in the bibliography should include the author (or editor, compiler, translator), title, and date of publication.

1. **Author's Names**
The author's name is inverted in the bibliography, placing the last name first and separating the last name and first name with a comma, for example, John Smith becomes Smith, John. (If an author is not listed first, this applies to compilers, translators, etc.)

2. **Titles**
Titles of books and journals are italicized. Titles of articles, chapters, poems, etc. are placed in quotation marks.

3. **Publication Information**
The year of publication is listed after the publisher or journal name.

4. **Punctuation**
In a bibliography, all major elements are separated by periods.

5. **Online sources**

Online sources that are analogous to print sources (such as articles published in online journals, magazines, or newspapers) should be cited similarly to their print counterparts but with the addition of a URL and an access date. For online or other electronic sources that do not have a direct print counterpart (such as an institutional Web site or a Weblog), give as much information as you can in addition to the URL and access date. The following examples include some of the most common types of electronic sources.

There are many website resources about the Chicago style. Especially useful are the following:

http://owl.english.purdue.edu/owl/resource/717/1

http://library.williams.edu/citing/styles/chicago1.php#govdoc

These examples listed below are based on the information provided on the website: http://www.chicagomanualofstyle.org/tools_citationguide.html

Examples

Each example is given first as the footnote [N], followed by the format for the bibliographic entry [B].

1. Book

a) One author
N:
[1] Gerard Delanty, *Inventing Europe: Idea, Identity, Reality* (Basingstoke: Macmillan, 1995), 1.

B:
Delanty, Gerard. *Inventing Europe: Idea, Identity, Reality*. Basingstoke: Macmillan, 1995.

b) Two or three authors
N:
[5] Gerard Delanty and Chris Rumford, *Rethinking Europe: Social Theory and the Implications of Europeanization* (London: Routledge, 2005).

B:
Delanty, Gerard, and Chris Rumford. *Rethinking Europe: Social Theory and the Implications of Europeanization*. London: Routledge, 2005.

c) Four or more authors
N:
[6] Edward O. Laumann et al**.,** *The Social Organization of Sexuality: Sexual Practices in the United States* (Chicago: University of Chicago Press, 1994), 262.

B:

Laumann, Edward O., John H. Gagnon, Robert T. Michael, and Stuart Michaels. *The Social Organization of Sexuality: Sexual Practices in the United States*. University of Chicago Press, 1994.

d) Editor instead of author
N:
[7] Chris Rumford, ed., *Citizens and Borderwork in Contemporary Europe* (London: Routledge, 2009).

B:
Rumford, Chris, ed. *Citizens and Borderwork in Contemporary Europe*. London: Routledge, 2009.

e) Editor, translator, or compiler in addition to author
N:
[8]

Yves Bonnefoy, *New and Selected Poems*, ed. John Naughton (Chicago: Chicago University Press, 1995).

B:
Bonnefoy, Yves. *New and Selected Poems*. Edited by John Naughton. Chicago: Chicago University Press, 1995.

f) Chapter or other part of a book
N:
[9] Pascale Casanova, "European Literature: Simply a Higher Degree of Universality?," in *Literature for Europe?*, ed. Theo L. D'haen and Iannis Goerlandt (Amsterdam: Rodopi, 2009), 15.

B:
Casanova, Pascale. "European Literature: Simply a Higher Degree of Universality?" In *Literature for Europe?*, edited by Theo L. D'haen and Iannis Goerlandt, 13–26. Amsterdam: Rodopi, 2009.

g) Preface, foreword, introduction, or similar part of a book
N:
[10] Robert Pickering, "Avant-Propos," in *"Regards" sur l'histoire*, by Paul Valéry and edited by Robert Pickering (Clermont-Ferrand: Presses Universitaires Blaise Pascal, 2008), 11.

B:
Pickering, Robert. "Avant-Propos." In *"Regards" sur l'histoire* by Paul Valéry. Edited by Robert Pickering. Clermont-Ferrand: Presses Universitaires Blaise Pascal, 2008.

h) Book published electronically

If a book is available in more than one format, you should cite the version you consulted. For an electronic book, include an access date parenthetically at the end of the citation for the footnote reference.

N:
[11] Lars Klein et al., eds., *Europeans In-Between: Identities in a (Trans-)Cultural Space* (Groningen: Euroculture Consortium, 2012), accessed 12 November 2012, http://arts.eldoc.ub.rug.nl/publications/general/Euroculture/2012/Europeans/.

B:
Klein, Lars, and Martin Tamcke, eds. *Europeans In-Between: Identities in a (Trans-) Cultural Space*. Groningen: Euroculture Consortium, 2012. Accessed 12 November 2012. http://arts.eldoc.ub.rug.nl/publications/general/Euroculture/2012/Europeans/.

2. Journal articles
a) Article in a print journal
N:
[12] Simon Anholt, "'Brand Europe'—Where Next?," *Place Branding and Public Diplomacy* 3 (2007): 115.

B:
Anholt, Simon. "'Brand Europe'—Where Next?" *Place Branding and Public Diplomacy* 3 (2007): 115–119.

b) Article in an online journal
N:
[13] Emmanuel Godin and David Hanley, "No Enemies on the Right? Competition and Collusion between Conservatives, Moderates and Extreme Right Parties in Europe," *Journal of Contemporary European Studies* 21, no. 1 (2013), 2, accessed 12 June 2013, doi:10.1080/14782804.2013.766472.

B:
Godin, Emmanuel, and David Hanley. "No Enemies on the Right? Competition and Collusion Between Conservatives, Moderates and Extreme Right Parties in Europe." *Journal of Contemporary European Studies* 21, no. 1 (2013): 2–4. Accessed 12 June 2013. doi:10.1080/14782804.2013.766472.

c) Popular magazine article
N:
[14] Tony Judt, "Ill Fares the Land," *The New York Review of Books*, 29 April 2010, accessed 10 June 2012, http://www.nybooks.com/articles/archives/2010/apr/29/ill-fares-the-land/.

B:

Judt, Tony. "Ill Fares the Land." *The New York Review of Books*, 29 April 2010. Accessed 10 June 2012. http://www.nybooks.com/articles/archives/2010/apr/29/ill-fares-the-land/.

d) Newspaper article

N:
[15] A. S. Byatt, "Lie Back and Think of Europe," *The Guardian*, 29 June 2008, sec. Books, accessed 10 June 2010, http://www.guardian.co.uk/books/2008/jun/29/sportandleisure.review.

B:
Byatt, A. S. "Lie Back and Think of Europe." *The Guardian*, 29 June 2008, sec. Books. Accessed 10 June 2012. http://www.guardian.co.uk/books/2008/jun/29/sportandleisure.review.

e) Book review

N:
[16] Louis Menand, "From the Ashes," Review of *Postwar: A History of Europe since 1945*, by Tony Judt, *The New Yorker*, 28 November 2005, accessed 10 June 2012, http://www.newyorker.com/archive/2005/11/28/051128crbo_books.

B:
Menand, Louis. "From the Ashes." Review of *Postwar: A History of Europe since 1945*, by Tony Judt. *The New Yorker*, 28 November 2005. Accessed 10 June 2012. http://www.newyorker.com/archive/2005/11/28/051128crbo_books.

3. Thesis or dissertation
N:
[17] Aafke van Welie, "The Cosmopolitan Identity: A Search for Its Foundations, Conditions and Implications" (MA Thesis, University of Groningen and Jagiellonian University, 2010).

B:
Van Welie, Aafke. "The Cosmopolitan Identity: A Search for Its Foundations, Conditions and Implications." MA Thesis, University of Groningen and Jagiellonian University, 2010.

4. Paper presented at a meeting or conference
N:
[18] Janny de Jong, "Cultural or Comprehensive Citizenship?" (Paper presented at the third International Euroculture Research Conference, "How Does Europe Engage with Cultural Citizenship?", University of Deusto, Bilbao, Spain, 22 – 23 June 2012).

B:

De Jong, Janny. "Cultural or Comprehensive Citizenship?" Paper presented at the third International Euroculture Research Conference. "How does Europe Engage with Cultural Citizenship?", University of Deusto, Bilbao, Spain, 22 – 23 June 2012.

5. Online sources

a) Websites

Websites may be cited in running text ("On its website, the Steering Committee for Culture of the Council of Europe states . . .").

N:
[19] Council of Europe, "Cultural Participation: New Challenges and Opportunities," Compendium: Cultural Policies and Trends in Europe, 2013, accessed 12 June 2013, http://www.culturalpolicies.net/web/index.php.

B:
Council of Europe. "Cultural Participation: New Challenges and Opportunities." Compendium: Cultural Policies and Trends in Europe, 2013. Accessed 12 June 2013. http://www.culturalpolicies.net/web/index.php.

b) Weblog(blog) entry or comment

Weblog entries or comments may be cited in running text ("In a blog posted on the *Europeana* website, Beth Daley notes that . . .).

N:
[20] Beth Daley, "2012: The Year the Europeana Network Changed Digital Cultural Heritage for Ever," Blog on the Europeana website, 30 May 2013, accessed 1 June 2013, http://pro.europeana.eu/web/guest/pro-blog/-/blogs/2012%3A-the-year-the-europeana-network-changed-digital-cultural-heritage-for-ever.

B:
Daley, Beth. "2012: The Year the Europeana Network Changed Digital Cultural Heritage for Ever." Blog on the Europeana website, 30 May 2013. Accessed 1 June 2013. http://pro.europeana.eu/web/guest/pro-blog/-/blogs/2012%3A-the-year-the-europeana-network-changed-digital-cultural-heritage-for-ever.

c) Twitter comment

Twitter comments are in fact microblog comments, and may be referred to in the running text as well ("In a tweet on 12 June 2013, Barroso commented on the plans of the European Union to...")

N:
[21] José Manuel Barroso, Twitter post, 12 June 2013, 09:42 a.m., accessed 12 June 2013, https://twitter.com/BarrosoEU.

B:
Barroso, José Manuel. Twitter post, 12 June 2013. Accessed 12 June 2013. https://twitter.com/BarrosoEU.

d) E-mail message

E-mail messages may be cited in running text ("In an e-mail message to the author on 31 October 2005, John Doe revealed that . . ."). They are rarely listed in a bibliography or reference list.

N:

[22] John Doe, e-mail message to author, 31 October 2005.

e) Podcast

N:
[23] Rick Steve, *Basque Country; Irish Song*, Podcast 318, 52' 33", *Rick Steve's Europe*, accessed 10 June 2013, http://www.ricksteves.com/radio/protected/descriptions.cfm?showID=441 (accessed 10 June 2013).

B:
Steve, Rick. *Basque Country; Irish Song*. Podcast 318, 52' 33". *Rick Steve's Europe*. Accessed 10 June 2013. http://www.ricksteves.com/radio/protected/descriptions.cfm?showID=441.

6. Movies

N:
[24] *Joe Versus the Volcano*, DVD, directed by John Patrick Shanley (1990; Burbank, CA: Warner Home Video, 2002).

B:
Joe Versus the Volcano. DVD. Directed by John Patrick Shanley. 1990. Burbank, CA: Warner Home Video, 2002.

7. Sound recordings
List sound recordings under the composer, writer, or other person responsible for the content. The performer may be added after the title. The recording company and the number of the recording are usually enough to identify the recording.

N:
[25] Virginia Eskin, *Fluffy Ruffle Girls: Women in Ragtime*, Northeastern Records NR 9003-CD.

B:
Eskin, Virginia. *Fluffy Ruffle Girls: Women in Ragtime*. Northeastern Records NR 9003-CD.

8. Public documents
Notes and bibliographic entries for public documents, like other documents, should include the elements needed to locate the items. These essential elements often include the following:
- Country, city, state, or province
- Legislative body, executive department, court, bureau, board commission or committee
- Subsidiary divisions
- Title, if any, of the document or collection
- Individual author (editor or compiler) if given
- Report number or any other identification necessary or useful in finding the specific document
- Publisher, if different from issuing body

N:
[26] European Commission, *Eurobarometer 77: Europe 2010* (Brussels: TNS Opinion & Social, Spring 2012), 5, accessed 10 June 2013, http://ec.europa.eu/public_opinion/archives/eb/eb77/eb77_eu20_en.pdf.

B:

European Commission. *Eurobarometer 77: Europe 2020*. Brussels: TNS Opinion & Social, Spring 2012. Accessed 10 June 2013. http://ec.europa.eu/public_opinion/archives/eb/eb77/eb77_eu20_en.pdf.

N:

[27] European Commission, *Erasmus for All: The EU Programme for Education, Training, Youth and Sport: Communication from the Commission to the Council, the European Parliament, the European Economic and Social Committee and the Committee of the Regions* (European Commission, 2011), accessed 10 June 2013, http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0787:FIN:EN:PDF.

B:

European Commission. *Erasmus for All: The EU Programme for Education, Training, Youth and Sport: Communication from the Commission to the Council, the European Parliament, the European Economic and Social Committee and the Committee of the Regions*. European Commission, 2011. Accessed 10 June 2013. http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0787:FIN:EN:PDF.

Annex Six: Expected learning outcomes

ERASMUS MUNDUS Master of Excellence EUROCULTURE: Society, Politics and Culture in a Global Context

Learning outcomes of the degree programme Euroculture

QF EHEA 2nd cycle descriptors I, III-V	SQF Humanities dimensions Level 7	EQF descriptor knowledge Level 7 *highly specialised knowledge, some of which is at the forefront of knowledge in a field of work or study, as the basis for original thinking and/or research - critical awareness of knowledge issues in a field and at the interface between different fields*	EQF descriptor skills Level 7 *Specialised problem-solving skills required in research and/or innovation in order to develop new knowledge and procedures and to integrate knowledge from different fields* *QF EHEA 2nd cycle descriptor: 2.can apply their knowledge and understanding….*	EQF descriptor Wider Competences Level 7 *- Manage and transform work or study contexts that are complex, unpredictable and require new strategic approaches* *- Take responsibility for contributing to professional knowledge and practice and/or for reviewing the strategic performance of teams*
Special feature degree programme	a. The Human Being	*Analytical understanding of European identity/is, civil society/ies, the ongoing European unification process in itself, its cultural and social dynamics and the consequences for its citizens and for the wider world*	*Identification and problematisation of what Europe and the EU represents for its citizens and for the wider world*	*Analytical and interpretative skills to engage with current issues, notably the handling of issues related to multicultural society, turning perceived problems into feasible solutions and transferring this knowledge to relevant audiences*
I. have demonstrated knowledge and understanding ….	b. Cultures and Societies

c. Texts and Contexts | 1. Thorough knowledge and understanding of the phenomena of multiculturalism, national and European identity, political and legal aspects of (European) governance, and evolving social-political processes;

2. Thorough (historical) understanding of the European integration process in a global perspective by having studied the most relevant texts in context; | 8. High level analysing and synthesising competency to identify and problematise issues related to inter-, trans- and multiculturalism;

9. Ability to locate, select from a variety of sources and manage information required for addressing problems related to key issues as identity/ies and civil society/ies; | 15. Ability to put theoretical knowledge in practice by offering context-based guidance and workable and acceptable approaches with a high awareness of the sensitivity of the issues at stake;

16. Application of appropriate management skills, such as leadership, decision-making, motivation to work effectively in a multicultural / transnational setting; |

III. have the ability to integrate knowledge and handle complexity, and formulate judgments ...	d. Theories and Concepts	3. Thorough knowledge and understanding of theoretical and methodological approaches, in particular constructivism and comparativism which allow for independent research in the academic field involved;	10. Capacity to make judgements by integrating complex (and conflicting and insufficient) data with the intention to identify rational and sustainable solutions for identified problems;	17. Experience in and knowledge of successfully planning, designing and managing complicated medium-term (research) projects in a transnational and multicultural environment;
	e. Initiative and Creativity	4. Thorough knowledge and understanding of different regional and national perceptions of the European integration process from a cultural-social perspective including awareness of the push and pull factors in the process of European identity formation and in relation to third countries;	11. Ability to independently prepare and write project applications by identifying the project's contribution to existing knowledge and experience, the most effective approach to and structuring of it, cost effectiveness, and the relevant audiences/project beneficiaries;	18. Ability to identify a suitable work placement or research project as a preparation for the occupational field meeting the profile of the programme; outline a related work plan and participate in placement or project successfully;
	f. Interdisciplinarity	5. High level of sensitivity, based on knowledge and insight, regarding cultural-social differences and comparabilities at group, local, regional, national, European and global level;	12. Ability to Identify topics in the public debate in a reflexive way and with an eye for socio-culturally sensitive matters;	19. Capability for self-analysis, that is the ability to accept and give critical constructive feedback, on the basis of a well-developed awareness of one's own identity and related norms and values;
IV. can communicate ...	g. Communication	6. Performing and presentation of the outcomes (in oral and written form) of independent research by making efficient use of primary and secondary sources (e.g., libraries, computerised material, bibliographical material);	13. Ability to communicate and transfer politicised and sensitive information in oral and written form to different types of addressees/ audiences;	20. Productive participation in group work and taking the lead on occasion, presiding over debates and discussions in an international / multicultural group.
V. have the learning skills	h. Professional Development	7. Having insight into one's personal strengths, weaknesses, and abilities, and the capacity to select the learning methods necessary for the chosen profession or range of professions.	14. Ability to apply different methods and strategies of study to different tasks and to undertake independent study.	21. Capability to learn from and respond accurately to unexpected developments, taking these into account to accommodate and develop suitable strategies accordingly.