

Department of Business Administration

General Syllabus for Third-Cycle Studies in Business Administration for the Degree of Doctor at Lund University School of Economics and Management

This syllabus was adopted by the Board of the School of Economics and Management on 13 April 2007, revised on 14 September 2012, 16 June 2014 and 19 October 2018. Replaces earlier syllabus with reg. no U 2014/465. See also *Regulations for Third-Cycle Studies at the School of Economics and Management*, reg. no STYR 2018/1589.

Third-cycle studies are offered to the extent that available resources allow.

1. Description of third-cycle subject area

Business Administration examines how companies and other organizations work internally and in relation to the environment. It is a broad, multidisciplinary subject with distinct subdivisions – at the School of Economics and Management these subdivisions are Strategy; Marketing; Organization; Entrepreneurship; Accounting and Finance – focusing on different aspects of business enterprise and links to different theoretical and methodological traditions. Business administration research aims at explaining events as well as investigating how businesses can develop for the benefit of different stakeholders and society as a whole.

2. Aim of the programme and learning outcomes

The third-cycle programme in Business Administration at the Lund University School of Economics and Management aims to provide students with specialised knowledge of the subject of business administration, thorough knowledge of different research methods and a good understanding of the common research issues and their practical application. The overall aim of the programme is to train students to become critical and independent researchers in business administration able to plan and carry out research projects.

Knowledge and understanding

For the Degree of Doctor the doctoral student shall

- demonstrate broad knowledge and systematic understanding of the research field as well as advanced and up-to-date specialised knowledge in a limited area of this field, and
- demonstrate familiarity with research methodology in general and the methods of the specific field of research in particular.

Competence and skills

For the Degree of Doctor the doctoral student shall

- demonstrate the capacity for scholarly analysis and synthesis as well as to review and assess new and complex phenomena, issues and situations autonomously and critically
- demonstrate the ability to identify and formulate issues with scholarly precision critically, autonomously and creatively, and to plan and use appropriate methods to undertake research and other qualified tasks within predetermined time frames and to review and evaluate such work
- demonstrate through a dissertation the ability to make a significant contribution to the formation of knowledge through his or her own research
- demonstrate the ability in both national and international contexts to present and discuss research and research findings authoritatively in speech and writing and in dialogue with the academic community and society in general
- demonstrate the ability to identify the need for further knowledge and
- demonstrate the capacity to contribute to social development and support the learning of others both through research and education and in some other qualified professional capacity.

Judgement and approach

For the Degree of Doctor the doctoral student shall

- demonstrate intellectual autonomy and disciplinary rectitude as well as the ability to make assessments of research ethics, and
- demonstrate specialised insight into the possibilities and limitations of research, its role in society and the responsibility of the individual for how it is used.

3. Admission requirements3.1 General admission requirements

An applicant has general eligibility for third-cycle studies if he or she has been awarded a second-cycle degree, has completed course requirements of at least 240 credits, including at least 60 second-cycle credits, or has acquired the equivalent knowledge in some other way, either in Sweden or abroad (Higher Education Ordinance Chapter 7 Section 39).

3.2 Specific admission requirements

An applicant is eligible to be admitted to third-cycle studies in Business Administration if he or she fulfils the general admission requirements and has completed at least 90 credits in a relevant subject, as well as an independent project in a relevant subject worth at least 15 credits. An applicant is also eligible if he or she has acquired the equivalent knowledge in some other way, either in Sweden or abroad.

4. Admission and selection

Admission to third-cycle studies takes place continuously during the year. A student admitted to studies for a degree of licentiate must apply again to be admitted to studies for a degree of doctor.

The head of department decides on admission to the programme after preparation by a collegial body. The overriding selection criterion is the applicant's ability to benefit from the programme. Other selection criteria are the applicant's study record, research achievements, papers, reports etc., as well as the research project plan that the applicant will be expected to submit. First- and second-cycle degree projects are particularly important.

Prior to admission, the department considers to what extent appropriate supervision can be offered, i.e. that there is at least one member of the academic staff who has the qualifications of a reader and adequate knowledge of the applicant's research field, and who is available for supervision. A financing plan must also be submitted on admission, showing that the applicant's entire period of study is appropriately financed.

Before studies can commence, the student must register for the programme and state the degree of activity for the studies. Subsequently, the research student must register at the beginning of each semester and state the degree of activity, decided in consultation with the supervisor.

5. Programme structure and content

5.1 Programme structure

The third-cycle programme comprises courses and thesis work. Tuition is offered in the form of lectures, seminars and supervision. The programme demands four years of full-time study. If the student is granted a doctoral studentship and carries out departmental duties to an extent of no more than 20 per cent of the post, the duration of the period of study will be extended correspondingly.

An individual study plan shall be drawn up for all doctoral students, stating the structure of the studies and the financing. The study plan is to be drawn up in consultation with the supervisor and approved by the head of department. It is to be reviewed at least once every year. If a doctoral student fails considerably to follow what is stated in the study plan, the right to supervision and other resources may be revoked. Further rules regarding study plans can be found in the faculty's regulations for third-cycle studies.

The programme encompasses 240 credits, divided into a course component of 90 credits and a thesis component of 150 credits.

5.2 Courses and other components

The course component consists of the following compulsory elements:

- Overview of research methods (15 credits)
- Qualitative research methods (7.5 credits)
- Quantitative research methods (7.5 credits)
- Theory of science (7.5 credits)
- Theory of Business Administration (7.5 credits)

Information on which of the courses offered at the department that correspond to compulsory elements is to be found in the current course information.

The remaining 45 credits consist of optional courses that can be selected from the full range of third-cycle courses at the department. A course in Research ethics (3 credits) is highly recommended by the faculty. If possible, the course is to be taken early during the studies.

Second-cycle courses passed during first- or second-cycle studies may be transferred to the third-cycle programme. Other courses taken at Lund University or other higher education institutions (including institutions abroad) may also, if approved by the director of PhD studies, be included in the third-cycle programme. This also applies to courses equivalent to the compulsory elements of the programme.

As a part of the studies and thesis work, the doctoral student shall actively participate in seminars on the research activities of the department and the thesis work of other doctoral students. Moreover, doctoral students are expected to critically review the thesis work of other doctoral students at work-in-progress seminars.

During work on the thesis the doctoral student is expected to present the thesis work at the compulsory departmental seminars. It is a minimum requirement that the doctoral student has two internal seminars during the period of study; one is to take place at an early stage and consist of a critical discussion and assessment of the planned subject of the thesis; the other is to take place at a late stage and consist of a discussion and assessment of the complete thesis. In addition, the student is given the opportunity of having at least one more seminar, midway through the programme. This is not a requirement but is recommended by the department.

5.3 Doctoral thesis

The doctoral thesis can be designed either as a monograph or as a compilation thesis consisting of a collection of papers structured into a unity. The thesis shall be based on independent research. If the thesis is co-authored by several authors, it must be possible to discern the individual contributions. The thesis is assessed by a grading committee usually consisting of three members.

5.4 Supervision

All doctoral students at the department are entitled to at least two supervisors, one of whom is to be appointed principal supervisor and have the qualifications of a reader. All supervisors are to have undergone training for supervision in third-cycle education. The doctoral student's wishes are to be taken into account as far as possible in the allocation of supervisors. Admitted students are entitled to supervision corresponding to four years of full-time study. The supervisors should provide the doctoral student with advice on which courses to choose and how to focus the thesis work as well as support throughout the work.

Information regarding the change of supervisor is available in *Procedure for the change of supervisor at the School of Economics and Management*, reg. no STYR 2016/860.

6. Tuition and examination

Tuition is carried out through courses and seminars. The course provision at the department is planned annually, taking into account the resources available in terms of academic staff and funding. Besides the organised course provision, general seminars and guest lectures are provided.

Doctoral students with teaching duties should attend at least two weeks of the University's teacher training and all doctoral students shall be offered the opportunity to take courses in teaching and learning in higher education.

For a degree of Doctor, the student must have passed all examinations included in the programme and the doctoral thesis.

Further information regarding the thesis, public defence and the grading committee is available in *Regulations for Third-Cycle Studies at the School of Economics and Management*, reg. no STYR 2018/1589.

General Syllabus for Third-Cycle Studies in Business Administration for the Degree of Licentiate at Lund University School of Economics and Management

This syllabus was adopted by the Board of the School of Economics and Management on 13 April 2007, revised on 14 September 2012, 16 June 2014 and 19 October 2018. Replaces earlier syllabus with reg. no U 2014/466. See also *Regulations for Third-Cycle Studies at the School of Economics and Management*, reg. no STYR 2018/1589.

Third-cycle studies are offered to the extent that available resources allow.

1. Description of third-cycle subject area

Business Administration examines how companies and other organizations work internally and in relation to the environment. It is a broad, multidisciplinary subject with distinct subdivisions – at the School of Economics and Management these subdivisions are Strategy; Marketing; Organization; Entrepreneurship; Accounting and Finance – focusing on different aspects of business enterprise and links to different theoretical and methodological traditions. Business administration research aims at explaining events as well as investigating how businesses can develop for the benefit of different stakeholders and society as a whole.

2. Aim of the programme and learning outcomes

The third-cycle programme for the degree of Licentiate in Business Administration at the Lund University School of Economics and Management aims to provide students with specialised knowledge of the subject of business administration, fundamental knowledge of different research methods and understanding of the common research issues and their practical application. The overall aim of the programme is to train students to become critical and independent researchers in business administration. The programme can be studied on its own or as a stage towards a degree of Doctor.

Knowledge and understanding

For a Degree of Licentiate the research student shall:

- demonstrate knowledge and understanding in the field of research including current specialist knowledge in a limited area of this field as well as specialised knowledge of research methodology in general and the methods of the specific field of research in particular.

Competence and skills

For a Degree of Licentiate the research student shall:

- demonstrate the ability to identify and formulate issues with scholarly precision critically, autonomously and creatively, and to plan and use appropriate methods to undertake a limited piece of research and other

- qualified tasks within predetermined time frames in order to contribute to the formation of knowledge as well as to evaluate this work
- demonstrate the ability in both national and international contexts to present and discuss research and research findings in speech and writing and in dialogue with the academic community and society in general, and
 - demonstrate the skills required to participate autonomously in research and development work and to work autonomously in some other qualified capacity.

Judgement and approach

For a Degree of Licentiate the research student shall

- demonstrate the ability to make assessments of ethical aspects of his or her own research
- demonstrate insight into the possibilities and limitations of research, its role in society and the responsibility of the individual for how it is used, and
- demonstrate the ability to identify the personal need for further knowledge and take responsibility for his or her ongoing learning.

3. Admission requirements

3.1 General admission requirements

An applicant has general eligibility for third-cycle studies if he or she has been awarded a second-cycle degree, has completed course requirements of at least 240 credits, including at least 60 second-cycle credits, or has acquired the equivalent knowledge in some other way, either in Sweden or abroad (Higher Education Ordinance Chapter 7 Section 39).

3.2 Specific admission requirements

An applicant is eligible to be admitted to third-cycle studies in Business Administration if he or she fulfils the general admission requirements and has documented qualifications worth at least 90 credits in a relevant subject, as well as an independent project in a relevant subject worth at least 15 credits. An applicant is also eligible if he or she has acquired the equivalent knowledge in some other way, either in Sweden or abroad.

4. Admission and selection

Admission to third-cycle studies takes place continuously during the year. A student admitted to studies for a degree of licentiate must apply again to be admitted to studies for a degree of doctor.

The head of department decides on admission to the programme after preparation by a collegial body. The overriding selection criterion is the applicant's ability to benefit from the programme. Other selection criteria are the applicant's study record, research achievements, papers, reports etc., as well as the research project

plan that the applicant will be expected to submit. First- and second-cycle degree projects are accorded particular significance.

Prior to admission, the department considers to what extent appropriate supervision can be offered, i.e. that there is at least one member of the academic staff who has the qualifications of a reader and adequate knowledge of the applicant's research field, and who is available for supervision. A financing plan must also be submitted on admission, showing that the applicant's entire period of study is appropriately financed.

Before studies can commence, the student must register for the programme and state the degree of activity for the studies. Subsequently, the research student must register at the beginning of each semester and state the degree of activity, decided in consultation with the supervisor.

5. Programme structure and content

5.1 Programme structure

The licentiate programme comprises courses and thesis work. Tuition is offered in the form of lectures, seminars and supervision. The programme demands two years of full-time study. If the student is granted a doctoral studentship and carries out departmental duties to an extent of no more than 20 per cent of the post, the duration of the period of study will be extended correspondingly.

An individual study plan shall be drawn up for all research students, stating the structure of the studies and the financing. The study plan is to be drawn up in consultation with the supervisor and approved by the head of department. It is to be reviewed at least once every year. If a research student fails considerably to follow what is stated in the study plan, the right to supervision and other resources may be revoked. Further instructions regarding study plans can be found in the faculty instructions for third-cycle studies.

The programme encompasses 120 higher education credits, divided into a course component of 45 credits and a thesis component of 75 credits.

5.2 Courses and other components

The course component consists of the following compulsory elements:

- Overview of research methods (15 credits)
- Qualitative research methods (7.5 credits)
- Quantitative research methods (7.5 credits)

Information on which of the courses offered at the department that correspond to the compulsory elements is to be found in the current course information.

The remaining 15 credits consist of optional courses that can be selected from the full range of third-cycle courses at the department. A course in Research ethics (3 credits) is highly recommended by the faculty. If possible, the course is to be taken early during the studies.

Second-cycle courses passed during first- or second-cycle studies may be transferred to the third-cycle programme. Other courses taken at Lund University or other higher education institutions (including institutions abroad) may also, if approved by the director of PhD studies, be included in the licentiate programme. This also applies to courses equivalent to the compulsory elements of the programme.

As a part of the studies and thesis work, the student shall actively participate in seminars on the research activities of the department and the thesis work of doctoral students.

During work on the thesis the licentiate student is expected to present the thesis work at the compulsory departmental seminars. It is a minimum requirement that the licentiate student has two internal seminars during the period of study; one is to take place at an early stage and consist of a critical discussion and assessment of the planned subject of the thesis; the other is to take place at a late stage and consist of a discussion and assessment of the complete thesis.

4.3. Licentiate thesis

The licentiate thesis shall be based on independent research. If the thesis is co-authored, it must be possible to discern the contributions of individual authors. The thesis is assessed by an examiner.

4.4. Supervision

All research students at the department are entitled to at least two supervisors, one of whom is to be appointed principal supervisor and have the qualifications of a reader. All supervisors are to have undergone training for supervision in third-cycle education. The research student's wishes are to be taken into account as far as possible in the allocation of supervisors. Admitted students are entitled to supervision corresponding to four years of full-time study. The supervisors should provide the research student with advice on which courses to choose and how to focus the thesis work as well as support throughout the work.

Information regarding the change of supervisor is available in *Procedure for the change of supervisor at the School of Economics and Management*, reg. no STYR 2016/860.

5. Tuition and examination

Tuition is carried out through courses and seminars. The course provision at the department is planned annually, taking into account the resources available in terms of academic staff and funding. Besides the organised course provision, general seminars and guest lectures are provided.

Students with teaching duties should attend at least two weeks of the University's teacher training and all doctoral students shall be offered the opportunity of taking courses in teaching and learning in higher education.

For a degree of Licentiate, the student must have passed all examinations included in the programme and the licentiate thesis.

Further information regarding the thesis, public defence and the examiner is available in *Regulations for Third-Cycle Studies at the School of Economics and Management*, reg. no STYR 2018/1589.