

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Predmet:	Pisanje znanstvenih in strokovnih člankov
Course title:	Writing research and survey articles

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Podiplomski magistrski program	Pravo in management nepremičnin	1/2	1/2
Master's Programme	Real Estate Law and Management	1/2	1/2

Vrsta predmeta / Course type izbirni / Elective

Univerzitetna koda predmeta / University course code:

Predavanja Lectures	Seminar Seminar	Sem. vaje Tutorial	Lab. vaje Laboratory work	Teren. vaje Field work	Samost. delo Individ. work	ECTS
30						6

Nosilec predmeta / Lecturer: izr. prof. dr. Boštjan Kerbler / Boštjan Kerbler, PhD, Associate Professor

Jeziki / Languages: Predavanja / Lectures: slovenski / Slovenian
Vaje / Tutorial: slovenski / Slovenian

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti: **Prerequisites:**

Vpis v 1. letnik podiplomskega študija.

Udeležba na predavanjih je obvezna (vsaj 80-odstotna prisotnost).

Enrollment in the 1st year of master's study

Attendance at lectures is mandatory (at least 80%).

Vsebina: _____

Content (Syllabus outline): _____

Izhodišče

Pisanje znanstvenih in strokovnih člankov ni samo po sebi umevno, ampak je večšina, ki se je treba naučiti. Vsak podiplomski študent je postavljen pred dejstvo, da mora napisati in objaviti znanstveni ali strokovni članek. A ne le za študente, tudi za mnoge že uveljavljene strokovnjake in akademike je to zelo težka naloga, saj poleg vsebine zahteva posebna znanja in spretnosti. Vse skupaj se začne že z samim izborom ustrezne znanstvene oziroma strokovne revije in z zadostitvijo zahtev ter kriterijev, ki te revije postavljajo. A pot od izbire ustrezne revije do objave članka je lahko zelo dolga, mnogokrat prežeta s številnimi razočaranji. S pravnimi odločitvami in pristopom ter priučenimi spretnostmi oziroma tehnikami lahko postane pisanje znanstvenih in strokovnih člankov prijetna izkušnja, zaznamovana z uspehi. Objavljanje v znanstvenih in strokovnih revijah namreč pomeni *opozoriti nase, na svoja znanja in na svoje dosežke*. Več kot ima posameznik objav in kakovostnejše kot so, večja je verjetnost za poslovna mreženja ter nove delovne izzive in priložnosti. Obvladovanje veščine pisanja znanstvenih in strokovnih besedil v obliki člankov pa je tudi odlično izhodišče za zasnovo in izdelavo kakovostnega magistrskega dela. V okviru predmeta bo namreč tudi predstavljeno, kako se pripravi kakovostna dispozicija magistrskega dela. Izbor tega predmeta je zato zelo priporočljiv, in sicer že v prvem letniku podiplomskega magistrskega študija.

Vsebina

- pomen in smisel pisanja znanstvenih in strokovnih člankov,
- vrste znanstvenih člankov, njihove značilnosti in razlike v primerjavi s strokovnimi članki,
- poglobljen pregled in značilnosti posameznih elementov znanstvenih in strokovnih člankov,
- pristop in način izbora ustrezne revije za objavo znanstvenega/strokovnega članka,
- priporočila za branje »navodil za avtorje«,
- predstavitev mednarodnih bibliografskih

Premise

Writing research and survey articles cannot be taken for granted; it is a skill that has to be learned. All graduate students are required to write and publish a research or survey article. This is a difficult task not only for students, but also for many already well-established experts and academics because in addition to writing the content it also demands special skills. It all begins with the selection of a suitable journal and meeting the journal's criteria. However, the path from selecting a suitable journal to publishing an article can be very long and characterized by many disappointments. By making the right decisions, taking the right approach, and using the skills or techniques learned, writing research and survey articles can become a pleasant experience, filled with success. Publishing articles in research journals means *drawing attention to yourself, your skills, and your achievements*. The larger the number of an individual's publications and the higher their quality is, the greater is the probability for business networking and new challenges and opportunities at work. Mastering the skill of writing research and survey articles can also serve as an excellent starting point for drafting and producing a high-quality master's thesis. In the context of the course, it will also be presented how to prepare a high-quality disposition of the master's thesis. It is therefore highly recommended that you select this course, preferably already in the first year of master's programme.

Content

- The importance and sense of writing research and survey articles;
- Types of research articles and their characteristics and differences compared to survey articles;
- Detailed overview and characteristics of individual elements of research and survey articles;
- Approach to and the method of selecting a suitable journal for publishing a research/survey article;
- Recommendations for reading the

baz in iskanje ustrezne literature,

- natančni pristopi k pisanju, faze pisanja in načini pisanja posameznih delov znanstvenih/strokovnih člankov,
- načini navajanja literature in citiranje v znanstvenih/strokovnih člankih,
- priprava grafičnega gradiva in preglednic,
- postopek oddaje znanstvenega/strokovnega članka,
- potek recenziranja in elementi ocenjevanja,
- potek dopolnjevanja znanstvenega/strokovnega članka in odziv na recenzijo,
- formalnosti, pogoji, zahteve uredništva pred objavo sprejetega znanstvenega/strokovnega članka ter dolžnosti avtorja,
- priporočila avtorjem po objavi članka in diseminacija,
- natančna navodila in usmeritve za pripravo dispozicije magistrskega dela, ki je izhodišče za kakovostno magistrsko delo in pripravo znanstvenih in strokovnih člankov po zaključku magistrskega dela.

“instructions for authors”;

- Presenting international bibliographic databases and searching for relevant literature;
- Detailed approaches to writing, writing stages, and methods of writing individual parts of research/survey articles;
- Methods of compiling reference lists and citing references in research/survey articles;
- Preparing graphic material and tables,
- The procedure for submitting the research/survey article;
- Reviewing and review elements;
- Making changes to the research/survey article and responding to the review;
- Formalities and editorial board conditions and requirements before the publication of an accepted research/survey article, and the author’s responsibilities;
- Recommendations to the authors after the publication of the article and dissemination;
- Precise instructions and guidelines for preparing the disposition of the master’s thesis, which serves as a basis for a high-quality master’s work and the preparation of research and survey articles after completing the master’s thesis.

Temeljni literatura in viri / Readings:

- Cargill, M., O'Connor, P. (2013): *Writing scientific research articles: Strategy and steps*. Chichester, John Wiley & Sons.
- Silvia, P. J. (2007): *How to write a lot: A practical guide to productive academic writing*. Washington, DC, American Psychological Association.
- Cuervo-Cazurra, A., Caligiuri, P., Andersson, U., Brannen, M. Y. (2013): From the Editors: How to write articles that are relevant to practice. *Journal of International Business Studies*, 44: 285–289.
- Jubb, M. (2014): Communication or competition: What motivates researchers to write articles for journals? *Learned Publishing*, 27(4): 251–252.
- Jha, K. N. (2014): How to write articles that get published? *J Clin Diagn Res.*, 8(9): XG01–XG03.
- Faigley, L., Hansen, K. (1985): Learning to write in the social sciences. *College Composition and Communication*, 36(2): 140–149.
- Ivanko, Š. (2007): *Raziskovanje in pisanje del: metodologija in tehnologija raziskovanja ter pisanja strokovnih in znanstvenih del*. Kamnik, Cubus image d. o. o.
- Erjavec, T., Fišer, D., Ljubešić, N., Logar, N., Ojsteršek, M. (2016): Slovenska akademska besedila: prototipni korpus in načrt analiz. Erjavec, T., Fišer, D. (ur./eds.): *Zbornik konference Jezikovne tehnologije in digitalna humanistika*: 58–64. Ljubljana, Znanstvena založba Filozofske fakultete.
- Kostanjevec, M. (2008): *Od dobrih besed do dobrega besedila je dolga pot*. Maribor, Prva gimnazija.

Cilji in kompetence:

- podrobno spoznati, kakšen je smisel pisanja in objavljanja znanstvenih/strokovnih člankov,
- poglobljeno se seznaniti s pristopi in tehnikami pisanja znanstvenih/strokovnih člankov,
- sposobnost napisati kakovosten znanstveni/strokovni članek,
- samozavestno se lotiti priprave in izdelave katerega koli strokovnega in znanstvenega besedila ter verjeti v uspeh,
- sposobnost priprave kakovostne dispozicije magistrskega dela kot osnove za pripravo člankov po zaključku magistrskega dela.

Objectives and competences:

- Getting to know the point of writing and publishing research/survey articles in details;
- Getting to know in-depth the approaches to and techniques of writing research/survey articles;
- Acquiring the skills of writing a high-quality research/survey article;
- Preparing and producing any type of specialist text with confidence and having faith in one's success;
- Gaining the ability to prepare a high-quality disposition of the master's thesis as a basis for crafting articles after completing the master's thesis.

Predvideni študijski rezultati:

- pridobiti poglobljeno znanje in razumevanje o tem, kaj je značilno za različne vrste znanstvenih člankov in kaj je značilno za strokovni članek,
- pridobiti poglobljeno znanje in razumevanje o tem, kako mora biti znanstveni/strokovni

Intended learning outcomes:

- In-depth knowing and understanding the characteristics of various types of research articles and the typical features of survey articles;
- In-depth knowing and understanding the required structure of a research/survey

<p>članek strukturiran,</p> <ul style="list-style-type: none"> • pridobiti poglobljeno in razumevanje o tem, kako napisati kakovosten znanstveni/strokovni članek, • pridobiti poglobljeno in razumevanje o tem, kako komunicirati z uredništvom znanstvenih/strokovnih revij, • pridobiti celosten vpogled v to, kako poteka postopek priprave, oddaje in objave znanstvenega/strokovnega članka, • pridobiti celosten vpogled v to, kako pripraviti kakovostno dispozicijo magistrskega dela, ki je izhodišče za kakovostno magistrsko delo in pripravo znanstvenih in strokovnih člankov po zaključku magistrskega dela.

<p>article;</p> <ul style="list-style-type: none"> • In-depth knowing and understanding how to write a high-quality research/survey article; • In-depth knowing and understanding how to communicate with the research/survey journal editorial boards; • Obtaining comprehensive insight into the process of preparing, submitting, and publishing research/survey articles; • Obtaining comprehensive insight into how to prepare the disposition of the master's thesis, which serves as a basis for a high-quality master's work and the preparation of research and survey articles after completing the master's thesis.
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Metode poučevanja in učenja:

Oblike dela:

- Frontalna oblika poučevanja
- Delo v manjših skupinah oz. v dvojicah
- Samostojno delo študentov
- e-učenje
- drugo (vpišite) _____

Metode (načini) dela:

- Razlaga
- Razgovor/ diskusija / debata
- Delo z besedilom
- Proučevanje primerov
- Igra vlog
- Nastopi študentov
- Reševanje nalog
- Študijski obiski podjetij ipd.)
- Vključevanje gostov iz prakse
- Udeležba na okrogli mizi, na konferenci

Learning and teaching methods:

Types of learning/teaching:

- Frontal teaching
- Work in smaller groups or pair work
- Independent students work
- e-learning
- other _____

Teaching methods:

- Explanation
- Conversation/discussion/debate
- Work with texts
- Case studies
- Role-play
- Different presentation
- Solving exercises
- Field work (e.g. company visits)
- Inviting guests from companies
- Attending round table and conference

Delež (v %) /

Načini ocenjevanja:

Weight (in %) **Assessment:**

<p>Splošen opis: Izpit bo sestavljen iz dveh nalog (1, 2), ki jih bodo študentje opravili delno na vajah in delno individualno (doma) in (3) ustnega zagovora (pri seminarju). Če bo izdelek kakovosten in če bo študent želel, bo lahko ob pomoči predavatelja v nadaljevanju (po opravljenem izpitu) pripravil celoten članek in ga objavil,</p>	<p>General description: The examination is composed of two assignments (1, 2) that the students complete individually (at the tutorial and at home) and of (3) an orally presentation (at seminar). If the article proves to be high quality and if the student so wishes, the lecturer can help him or her prepare and publish the entire article later on</p>
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pri čemer ga bo predavatelj usmerjal in mu svetoval ter nudil pomoč pri objavi. Osnutek članka lahko študent uporabi tudi za kasnejšo pripravo dispozicije magistrskega dela.		(after passing the examination), providing guidance and advice as well as assistance for publishing. The draft of the research article can also be used by the student for later preparation of the disposition of the master's thesis.
(1) Vsak študent bo prejel članek, ki ga bo moral na podlagi znanja, ki ga je pridobil na predavanju, oceniti (recenzirati); (2) Vsak študent bo na podlagi tematike, ki ga zanima ali pa si jo je izbral za svoje magistrsko delo, bo pripravil osnutek znanstvenega članka za izbrano revijo. Ocenjena bo kakovost izvedbe recenzije ter priprave osnutka znanstvenega članka za izbrano revijo.	75 %	(1) All students receive articles that they need to review based on what they have learned in the lectures; (2) All students prepare a draft research article for a selected journal based on their topic of interest or the topic they have selected for their master's thesis. The course lecturer grades the quality of the review and draft research article for the selected journal.
(3) Oboje bo študent oddal, nato pa bo svoja izdelka ustno predstavil in zagovarjal.	25 %	(3) The students submit both assignments, after which they orally present and defend them.

Reference nosilca / Lecturer's references:

Boštjan Kerbler je redno zaposlen na Urbanističnem inštitutu Republike Slovenije. Poleg svojega raziskovalnega dela je osem let opravljal funkcijo urednika mednarodne indeksirane znanstvene revije *Urbani izziv*, še vedno je urednik strokovne izdaje revije. Je tudi član mednarodnih uredniških odborov znanstvenih revij. Ima številne znanstvene objave, med drugim tudi v indeksiranih revijah (npr. SSCI, AHCI, SCOPUS Elsevier).

Reference (vezane na predmet):

- Kerbler, B. (2013). *Urbani izziv – zgodba o uspehu: vabljeni predavanja s strani organizacije Scopus Elsevier na seminarju Vključitev slovenskih znanstvenih revij v mednarodne baze citiranja Scopus*. Ljubljana, Filozofska fakulteta (4. 12. 2013). [COBISS.SI-ID 2811331]
- Kerbler, B. (2009–2016). Urednik revije *Urbani izziv – znanstvena izdaja*. Ljubljana, Urbanistični inštitut Republike Slovenije. [COBISS.SI-ID 16588546]
- Kerbler, B. (2011–). Urednik revije *Urbani izziv – strokovna izdaja*. Ljubljana, Urbanistični inštitut Republike Slovenije. [COBISS.SI-ID 258284544]
- Kerbler, B. (2015–). Član mednarodnega uredniškega odbora (od leta 2015 naprej) revije *Sociologija i prostor: časopis za istraživanje prostornog i sociokulturnog razvoja*. Zagreb, Institut za društvena istraživanja. [COBISS.SI-ID 26585181]
- Kerbler, B. (2015–). Član mednarodnega uredniškega odbora (od leta 2015 naprej) revije *Theoretical and Empirical Researches in Urban Management*. Bukarešta, Research Center in Public Administration and Public Services, Bucharest University of Economic Studies. [COBISS.SI-ID 515652633]
- Kerbler, B. (2009–). Urednik različnih znanstvenih in strokovnih monografij, na primer Dimitrovska Andrews, K. (2011). *Orodja za usmerjanje in nadzor urbanih oblik* [COBISS.SI-

ID 259557888]; in Mihelič et al. (2015). *Plečnikova Ljubljana: portret mesta* [COBISS.SI-ID 288407552]

Boštjan Kerbler is a full-time employee at the Urban Planning Institute of the Republic of Slovenia. In addition to his work as a researcher, he was for eight years the editor of the internationally indexed research journal *Urbani izziv* (Urban Challenge). He is still the editor of professional issue of the journal. He is also a member of international editorial boards of scholarly journals. He has published extensively in various research journals, including those indexed in SSCI, AHCI, and SCOPUS Elsevier.

References (related to the course):

- Kerbler, B. (2013). Urbani izziv – success story: invited lecture by the Scopus Elsevier organization at the seminar *Inclusion of Slovenian academic journals in the international Scopus quoting database*. Ljubljana, Faculty of Arts (4. 12. 2013). [COBISS.SI-ID 2811331]
- Kerbler, B. (2009–2016). Editor-in-Chief of the journal *Urbani izziv – scholarly edition*. Ljubljana, Urban Planning Institute of the Republic of Slovenia. [COBISS.SI-ID 16588546]
- Kerbler, B. (2011–). Editor-in-Chief of the journal *Urbani izziv – professional edition*. Ljubljana, Urban Planning Institute of the Republic of Slovenia. [COBISS.SI-ID 258284544]
- Kerbler, B. (2015–). Member of the International Editorial Board (from 2015 onwards) of the journal *Sociology and Space: Journal of Spatial and Socio-Cultural Development Research*. Zagreb, Institute for Social Research. [COBISS.SI-ID 26585181]
- Kerbler, B. (2015–). Member of the International Editorial Board (from 2015 onwards) of the journal *Theoretical and Empirical Researches in Urban Management*. Bucharest, Research Center in Public Administration and Public Services, Bucharest University of Economic Studies. [COBISS.SI-ID 515652633]
- Kerbler, B. (2009–). Editor of the several monographs, for example, Dimitrovska Andrews, K. (2011). *Tools for guiding and controlling urban forms* [COBISS.SI-ID 259557888]; and Mihelič et al. (2015). *Plečnik's Ljubljana: portrait of a city*. [COBISS.SI-ID 288407552]