Ministry of education and science of Ukraine
Sumy national agrarian university
Faculty of economics and management
Department of management named by L.Mykhailova

Syllabus of the educational component

SCIENTIFIC PUBLICATIONS WRITING AND PHD DISSERTATION PREPARATION
(mandatory)

Specialty	**G13 Food technology**
Educational program	
HE level	**doctor of philosophy** **the third (educational and scientific) level of higher education**

Sumy – 2025

Creator: **Inna Sokhan**, Dr.Sci in Management, professor of Management department named by L.Mykhailova

Considered, reviewed and approved on the meeting of the department of Management named by L.Mykhailova, prot.# 15 from "10" 06 2025

The head of the department _____ (sign) Alvina OREKHOVA (name)

Approved:

Guarantor of the educational program _____ (sign) Inna SOKHAN (name)

Dean of the Faculty _____ (sign) Svitlana LUKASH (name)

Head of PhD Department _____ (sign) Svitlana Yarotska (name)

A review of the work program has been provide _____ (sign) A. Orekhova (name)

_____ (sign) _____ (name)

Methodist of the Department of Education Quality, licensing and accreditation _____ (sign) N. Baraga (name)

Registered in the electronic database: date: 03.07. 2025

Information on viewing the work program (syllabus):

Academic year in which the changes are made	The number of the annex to the work program with a description of the changes	The changes were reviewed and approved		
		Date and number of the protocol of the meeting of the department	Head of department	Guarantor of EP

1. GENERAL INFORMATION ABOUT THE EDUCATIONAL COMPONENT

<table>
<tr><td>1.</td><td>Name of EC</td><td colspan="4">Scientific publication writing and phd dissertation preparation</td></tr>
<tr><td>2.</td><td>Faculty/Department</td><td colspan="4">Faculty of Economic and Management / Department of Management named by L.Mykhailova</td></tr>
<tr><td>3.</td><td>State of EC</td><td colspan="4">Obligatory</td></tr>
<tr><td>4.</td><td>Program/Specialty (programs) of which the OC is a component (to be filled in for mandatory OCs)</td><td colspan="4"></td></tr>
<tr><td>5.</td><td>Program/Specialty</td><td colspan="4">Scientific and educational program «Food technology». The third (educational and scientific) level of higher education.
Level of higher education: doctor of philosophy.
Specialty: G13 - «Food technology».</td></tr>
<tr><td>6.</td><td>Level of NFC</td><td colspan="4">8</td></tr>
<tr><td>7.</td><td>Semester and studying duration</td><td colspan="4">Full-time
14 weeks, 2 semestr</td></tr>
<tr><td>8.</td><td>ECTS credits number</td><td colspan="4">3</td></tr>
<tr><td rowspan="3">9.</td><td rowspan="3">Total workload and time allotment
Language of instruction</td><td colspan="3">Directed study</td><td>Self-directed study</td></tr>
<tr><td>Lectures</td><td>Seminars</td><td>Labs</td><td></td></tr>
<tr><td>20</td><td>20</td><td>-</td><td>50</td></tr>
<tr><td>10.</td><td>Lecturer/Leader of educational component</td><td colspan="4">English</td></tr>
<tr><td>11.</td><td>ECTS credits number</td><td colspan="4">Inna Sokhan, Dr.Sci in Management, professor of Management department named by L.Mykhailova</td></tr>
<tr><td>11.</td><td>Contacts</td><td colspan="4">Consultations hours – every tuesday at 12.15, online; inna.sokhan@snau.edu.ua</td></tr>
<tr><td>12.</td><td>Educational component description</td><td colspan="4">The discipline "Scientific publications writing and phd dissertation preparation" is an important component of the training of specialists and occupies a significant place in future practical activities. The importance of the course is determined by the formation of students obtaining the degree of Doctor of Philosophy in basic knowledge of methodology, methods and organization of scientific activity to ensure their professional training as scientists; as well as the formation of competences in conducting independent qualified and completely original scientific research, making informed decisions regarding the selection of appropriate research tools and ways of solving scientific and applied tasks that arise during the development of one or another problem, as well as mastering the general conceptual and categorical apparatus and a special methodology of scientific knowledge, developing the necessary skills and abilities to produce new ideas in the relevant fields.</td></tr>
<tr><td>13.</td><td>Educational component aim</td><td colspan="4">Formation of phd student at the third (educational and scientific) level of competencies that will allow to create, analyze and solve complex problems in the conditions of a changing environment, provide a comprehensive approach to the completion of dissertation work</td></tr>
</table>

14.	Prerequisites for educational component studying, connection with other educational components of EP	1. The educational component is based on the study of EC: OC3, OC5, OC6 2. The educational component is the basis for studying EC: organization of preparation of scientific publications and writing of dissertations
15.	Policy of academic integrity	According to the Code of Academic Integrity of the Sumy NAU, academic integrity is a set of principles, rules of behavior of participants in the educational process, aimed at forming an independent and responsible personality, capable of solving tasks in accordance with the educational level in compliance with the norms of law and social morality. Observance of academic integrity by students of higher education involves independent performance of educational tasks, tasks of current and final control, learning results. It is expected that students of higher education will adhere to the principles of academic integrity, being aware of the consequences of its violation, which is determined by the regulatory documents of the Sumy National Agrarian University, in particular the Code of Academic Integrity, the Regulations on the Prevention and Detection of Academic Plagiarism at the Sumy NAU (a full list of regulatory documents is posted on the university's website. https://snau.edu.ua/viddil-zabezpechennya-yakosti-osviti/zabezpechennya-yakosti-osviti/akademichna-dobrochesnist/). For violation of academic integrity, students of higher education may be held to the following academic responsibility: - repeated assessment (test, exam, credit, etc.); - repeated completion of the training course; - warning; - issuing a reprimand; - expulsion from the university; (Part 5 of Article 48 of the draft Law of Ukraine "On Education"); - arrest or restriction of liberty, or deprivation of liberty, with deprivation of the right to hold certain positions or engage in certain activities with a fine.
16.	Moodle link	https://cdn.snau.edu.ua/moodle/course/view.php?id=5988
17.	Keywords:	Doctor of Philosophy, quality of education, dissertation, university, training, research, scientific publications

2. LEARNING OUTCOMES UNDER THE EDUCATIONAL COMPONENT AND THEIR RELATIONSHIP WITH PROGRAM LEARNING OUTCOMES

Learning outcomes for EC (MLOs): On successful completion the educational component, the student will be able…	**Program learning outcomes, PLOs** (specify the number according to the numbering given in EP)[1]			How is assessed
	PLO 2	PLO 6	PLO 7	
MLOs 1. Be able to formulate a problem, develop a plan, form a methodology and evaluate the results of scientific research.		x		Research tasks
MLOs *2.* Use the latest technologies and research methodology in combination with modern management science to present the results of scientific research in periodicals and during public speeches.	x			Individual task
MLOs *3.* Apply a competent approach to the formation of a set of measures for approbation of the results and defense of the dissertation research.			x	Multiple choice test

PLO 02 Feel free to present and discuss with specialists and non-specialists research results, scientific and applied scientific problems by the stateand English languages, qualified to display the results of research in scientific publications in leading international scientific publications.

PLO 06. Plan and carry out scientific and applied research with of management and related interdisciplinary areas with the use of modern tools, critically analyze the results of own research and the results of other researchers in the context of the entire complex of modern knowledge regarding the investigated problem; make proposals for financing research and/or projects.

PLO 07. To test and implement the results of one's own research in the field of foodtech.

3. CONTENT OF THE EDUCATIONAL COMPONENT (CURRICULUM PROGRAM)

Topic. List of issues to be considered within the topic	Distribution within the general time budget		Learning resources
	Class work	Individual work	

Topic 1. The essence of scientific publications and their role in the process of preparing a dissertation. Plan: 1. Modern requirements and approaches to the preparation of scientific publications and their importance for the successful preparation of a dissertation. 2. Classification and specificity of scientific publications. 3. Dissertation abstract and the method of its implementation and design. Dissertation abstract structure. 4. Scientific report. Theses of the scientific report. 5. Scientific monograph, its structure, requirements for writing.	2	2	6	1-13
Topic 2. Organization of the preparation of a scientific article and its support. Plan: 1. Types of scientific articles: original article, scientific report, review article, etc. 2. General requirements for the structure and content of the article. 3. Special requirements of magazines. 4. Tables, illustrative materials and additional information. 5. General recommendations for magazine selection. 6. Covering letter to the editors of the magazine. 7. Elsevier platform for journal selection.	2	2	6	1-13
Topic 3. Peculiarities of preparing articles for publication in publications indexed in Scopus and Web of science. Plan: 1. Ensuring the methodological accuracy of the scientific text in the process of publication in leading scientific publications (indexed in international scientometric databases). 2. Features of the structure of articles in publications indexed in Scopus and Web of science. 3. Search for periodicals for publication and check them for indexing. 4. Stages of preparation, submission and review of articles. 5. Application of economic-mathematical modeling tools to improve the quality of articles.	2	2	6	1-13

Topic 4. Organization of work with scientific literature. Plan: 1. Modern information and search systems. 2. Accumulation and processing of scientific information. 3. Bibliographic information management tools: Zotero, Bibus, EndNote and Mendeley.	2	2	5	1-13
Topic 5. The structure of the dissertation research. Plan: 1. Basic concepts of scientific research. 2. General methodology of dissertation research. 3. Formulation and approval of the topic of the dissertation research. 4. Organization of work on the dissertation. 5. Search, accumulation and processing of scientific information. 6. Writing a literature review for the dissertation. 7. Outline of the content and structure of the dissertation. Introduction to the dissertation. 8. The main part of the dissertation. Conclusions to the dissertation. References. 9. Presentation of text material. Rubrication of the text.	2	2	5	1-13
Theme 6. Dissertation design. Plan: 1. Language and style of presentation of the material. Punctuation, syntactic design of sentences. 2. Technical characteristics of the dissertation. Titles of the structural parts of the dissertation. Legend. Equations and formulas. Designing illustrations and digital material. 1. 3. Rules of citation and references. Compilation of the list of used literature and appendices.	2	2	5	1-13
Topic 7. Preparation of dissertation research for defense. Plan: 1. Conducting a preliminary examination at the department. 2. Forming a conclusion about the scientific novelty, theoretical and practical	2	2	6	1-13

significance of the results of the dissertation. 3. Rules for creating a specialized scientific council. 4. Documents required for submitting a dissertation to a specialized academic council.				
Topic 8. The procedure for defending a dissertation research. Plan: 1. The procedure for defending a dissertation research. 2. Preparation of a report for the defense of the dissertation. Stylistic features of the report for the dissertation defense procedure. 3. Multimedia presentation of research results. 4. Answers to the questions of the members of the specialized scientific council. 5. Preparation of documents for the submission of the certification case.	4	4	6	1-13
Topic 9. Ethics of scientific publications, academic integrity and responsibility. Plan: 1. Ethics of scientific research and publication preparation. 2. Types of academic dishonesty. 3. Plagiarism and its types. 4. Responsibility for violation of academic integrity.	2	2	5	1-13
Total	20	20	50	

4.TEACHING AND LEARNING METHODS

MLO	**Teaching methods** (work to be carried out by the teacher during classroom classes, consultations)	**Teaching methods** (what types of educational activities should the student perform independently)
MLOs 1. Be able to formulate a problem, develop a plan, form a methodology and evaluate the results of scientific research.	Verbal methods: lecture, explanation, educational discussion	Method of ready knowledge
	Visual methods: demonstration	Method of formation of abilities and skills
	Practical methods: practical works, individual calculation and analytical tasks	Research method

	Method of tutoring	Methods of checking and evaluating knowledge, abilities and skills
MLOs *2.* Use the latest technologies and research methodology in combination with modern management science to present the results of scientific research in periodicals and during public speeches.	Verbal methods: lecture, explanation, educational discussion	Method of ready knowledge
	Visual methods: demonstration	Method of formation of abilities and skills
	Practical methods: practical works, individual calculation and analytical tasks	Research method
	Method of tutoring	Methods of checking and evaluating knowledge, abilities and skills
MLOs *3.* Apply a competent approach to the formation of a set of measures for approbation of the results and defense of the dissertation research.	Verbal methods: lecture, explanation, educational discussion	Method of ready knowledge
	Visual methods: demonstration	Method of formation of abilities and skills
	Practical methods: practical works, individual calculation and analytical tasks	Research method
	Method of tutoring	Methods of checking and evaluating knowledge, abilities and skills

The following teaching methods will be used during lectures and practical classes:

Explanation. Interpretation of concepts, phenomena, principles, terms, etc., mainly during the teaching of new material.
Educational discussion. This is a discussion of an important issue, an exchange of ideas between students of higher education and/or a teacher, aimed not only at the assimilation of new knowledge, but also at the creation of an emotionally saturated atmosphere that would contribute to a deep penetration into the truth.
Illustration. Using presentations and other media content to reinforce material being explained, discussed or tasks being performed.
Demonstration. Presentation by the teacher of educational materials in dynamics (use of professional programs, situations, etc.).
Written and oral test tasks. Independent concentration and reproduction of acquired knowledge and skills in conditions of limited time and sources of information.
Cases. Algorithmic search for a solution through the use of typical methods, which, unlike the solution of cases, does not require identification of the problem and original approaches to its solution.
Demonstration and discussion of presentations. Visual display of the media accompaniment of the oral presentation with elements of the discussion.
Comparison. With its help, common and distinctive features of objects and phenomena are established.

Exercises. In their essence, they are multiple repetitions of certain actions or types of activity with the aim of their assimilation, which is based on understanding and is accompanied by conscious control and correction. The following types of exercises are used in the educational process: preparatory (they prepare students of higher education to perceive new knowledge and ways of applying it in practice); introductory (contribute to the assimilation of new material based on the distinction of related concepts and actions); trial (first tasks to apply newly acquired knowledge); training (contribute to the formation of skills in standard conditions: according to a sample, instruction, task); creative (the content and method of execution are close to real life situations); control (mainly educational: written, graphic, practical exercises).
Analysis method. Its essence consists in the study of objects or phenomena according to individual signs and relations, in the division into elements, and the understanding of the connections between them.

5. EVALUATION BY THE EDUCATIONAL COMPONENT

5.1.1 To assess the expected learning outcomes, it is provided:

№	Methods of summative assessment	Points / Weight in the overall assessment	The date of compilation
1.	Research taska	40/40%	6,13 week
2.	Individual task	30/30%	14 week
3.	Test	30/30%	14 week

5.1.2 Evaluation criteria

Component	Unsatisfactory	Satisfactory	Good	Excellent
Cases	< 15 points	15-24 points	25-35 points	36-40 points
	The task requirements have not been fulfilled	Most of the requirements are met, but individual components are missing or insufficiently disclosed, there is no analysis of other approaches to the issue	All requirements of the task have been fulfilled	All the requirements of the task were met, creativity and thoughtfulness were demonstrated, and an own solution to the problem was proposed
Individual task	<18 points	18-21 points	22-26 points	27-30 points
	the correct answer was provided for less than 60% of the tasks	the correct answer was provided for 60%-74% of the tasks	the correct answer was provided for 75%-89% of the tasks	90% or more tasks were answered correctly
Test	<18 points	18-21 points	22-26 points	27-30 points
	The task requirements have not been fulfilled	Most of the requirements are met, but some components are missing or insufficiently disclosed	All requirements of the task have been fulfilled	All the requirements of the task were met, creativity and thoughtfulness were demonstrated, and an own solution to the problem was proposed

5.2. Formative assessment:

5.2.1 To evaluate the current progress in education and understand the areas of further improvement, is provided

№	**Elements of formative assessment**	**Date**
1	Testing after learning the topics № 2,4,5,7-10.	3 week, 7 week
2	Verbal feedback from the teacher during classroom work	constantly
3	Oral survey during classes and feedback from the teacher during classroom work	constantly
4	Conversation and discussion during classroom lectures	constantly
5	Written feedback from the teacher based on the results of the INHW	6,13 week
6	Discussion of situational tasks and presentations on the subject of independent study of the discipline	constantly
7	Verbal feedback from the teacher and students after the exam	14 week

Self-assessment can be used as an element of summative assessment and formative assessment.

5.3 Total number of points for EC and rating scale

The total number of points for the educational component is 100 points.

5.3.1 Evaluation scale operating at the University:

<table>
<tr><th rowspan="2">The sum of points for all types of educational activities</th><th colspan="2">Evaluation on a national scale</th></tr>
<tr><th>For an exam, course project (work), practice, qualification work</th><th>For a credit</th></tr>
<tr><td>90 – 100</td><td>excellent</td><td rowspan="5">passed</td></tr>
<tr><td>82-89</td><td rowspan="2">good</td></tr>
<tr><td>75-81</td></tr>
<tr><td>69-74</td><td rowspan="2">satisfactory</td></tr>
<tr><td>60-68</td></tr>
<tr><td>35-59</td><td>not satisfactory with the possibility of retaking</td><td>not passed with the possibility of retaking</td></tr>
<tr><td>0-34</td><td>not satisfactory with obligatory repeated study of the discipline</td><td>not passed with obligatory repeated study of the discipline</td></tr>
</table>

REFERENCES

1. Erik Hofstee. A Practical Guide to Finishing a Master's, MBA or PhD on Schedule. Avaliable at https://scholar.google.com.ua/scholar_url?url=https://www.exactica.co.za/dn/exactica-book-harvard-referencing.pdf&hl=uk&sa=X&ei=jy1wZvj5KajAy9YPiImAiAE&scisig=AFWwaeZ4KlMeESpWSmw9B3iPTqnl&oi=scholarr
2. Bjorn Gustavii. How to write a phd dissertation based on research articles. Cambridge. Avaliable at https://books.google.com.ua/books?hl=uk&lr=&id=0IogAwAAQBAJ&oi=fnd&pg=PR1&dq=phd+

dissertation+preparation+references&ots=osGJFieTW1&sig=fzXrF6kWnCyHMENHfTLK2dYsy3s&redir_esc=y#v=onepage&q=phd%20dissertation%20preparation%20references&f=false

3. Brian Allison, Phil Race. The Student's Guide to Preparing Dissertations and Theses. London. Avaliable at https://www.taylorfrancis.com/books/mono/10.4324/9780203416426/student-guide-preparing-dissertations-theses-brian-allison-phil-race

4. Rene Tetzner (2021). IN-TEXT REFERENCES, FOOTNOTES, ENDNOTES, TABLES & FIGURES IN PHD THESES. AVALIABLE AT HTTPS://WWW.DISSERTATION-PROOFREADING.COM/BLOG/REFERENCES-TABLES-FIGURES/

5. How to correctly reference a dissertation (2021). Avaliable at https://www.oxbridgeessays.com/blog/correctly-reference-dissertation/

6. Prathapan K. Research Methodology for Scientific Research. Dreamtech Press, 2019. 272 p.

7. Barbara J. Hoogenboom, Robert C. Manske (2020). HOW TO WRITE A SCIENTIFIC ARTICLE: https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3474301/?report=classic

8. Sokhan I. (2021) How to write phd dissertation in SNAU, Sumy, 27 c.

9. Reference Management Software. Avaliable at https://libguides.derby.ac.uk/c.php?g=689860&p=5114038

10. STYLE AND GRAMMAR GUIDELINES. APA STYLE. AVALIABLE AT HTTPS://APASTYLE.APA.ORG/STYLE-GRAMMAR-GUIDELINES/REFERENCES/EXAMPLES/UNPUBLISHED-DISSERTATION-REFERENCES

11. ACTUAL SCOPUS DATABASE. AVALIABLE AT: https://www.scopus.com/sources?zone=TopNavBar&origin=NO%20ORIGIN%20DEFINED

12. Dissertation and theses. Available at https://libguides.gc.cuny.edu/dissertations/citation

13. Thesis Preparation: Bibliography & Referencing. Avaliable at https://libguides.ul.ie/c.php?g=681741&p=4864726

17. Lozynska, I., Wenxi Zhang (2023). Ten-year review on the effect and prospect of postgraduate education reform in one Chinese University, Bulletin of Sumy National Agrarian University, Vol. 1 (93), p. 12-16. DOI: https://doi.org/10.32782/bsnau.2023.1.3

18. Zhang Wenxi, Inna Lozynska (2023) The residental college system: innovation and practice of student education management mode (take Sanquan College of Xinxiang Medical University as an example), Bulletin of Sumy National Agrarian University, (2 (94), 8-12.