

Odkazy do vyšších úrovní šablon:

Fakulta sociálních studií / Faculty of Social Studies

Kontrolní a registrační šablony / Monitoring and registration templates

Programy / Programme

Social policy and social work

Study plans for doctoral studies of Social policy and social work

Academic year of study 2020/2021

Šablona pro kontrolu průchodu studiem:

Z níže uvedeného seznamu nutno splnit předmětů/podmínek: vše

Doctoral studies of Social Policy and Social Work

The doctoral studies in the field of Social Policy and Social Work (hereinafter the “DS SPSW”) last four years and can be prolonged for a maximum of eight years in justified cases. The students draw up a **doctoral thesis** (hereinafter also the “dissertation”) during the studies, under the direction of a supervisor. **They follow a recommended timetable of the individual path through the DS in SPSW** when planning their path through their DS in SPSW (see table No. 1 below).

[Students are required to fulfil rules valid for the academic year, when their study started. More information is here.](#)

The **three steps must be unconditionally taken by the student by the prescribed date:**

- 1) Obtain **credit for the “Thesis Workshop” (SPPd0004)** in the first semester of his/her studies.
- 2) In the sixth semester of the studies, the student must present conceptualization of research question of his/her dissertation to an audience consisting of all students of DS SPSW and to the Field Board and to obtain credit for the **“Presentation of conceptualising the thesis research question” (SPPd0009)**. The presentation is conditional on the submission of text with Introduction to the Dissertation and a full and relevant conceptualisation of the research objective of the dissertation.
- 3) The student must, not later than 8 years from commencement of the studies, usually in the eighth semester, **pass the relevant state examination and defend the dissertation.**

Point 3 above is applicable to the students of both full-time and part-time studies (except for interruption of studies on grounds of parental leave, where the 8-year period can be prolonged by the duration of the parental leave under certain conditions).

Passing every semester is preconditioned by collecting in **minimum 20 ECTS** during the respective semester; by **submitting semester evaluation** (henceforth “semester evaluation”); by **submitting a plan of next semester content** (henceforth “semester plan”); by **approving** both semester evaluation and plan **by the respective Supervisor**; and by **timely enrolment** of the student **in the courses** of the next semester via the Information System of MU (henceforth “IS MU”). **Student is responsible** for reaching the

point when **his or her Supervisor pays attention** to the respective semester evaluation and plan, after these documents are loaded/submitted in the IS MU. Students are required to follow their individual plan. It must follow the recommendations of the module stated above in the three points. (A part of the plan is made by completing specific dates in the general timetable given in table No. 1).

Students draft the **theoretical framework (conceptualisation)** of their dissertation during the initial three semesters of their studies. They present the first version of the theoretical framework to the supervisor at the end of the third semester. In the fourth semester they offer their theoretical framework for publication in the form of an **academic article** (see courses SPPd0010 and SPPd0021). Students formulate a (theoretical or empirical) **research project during the third year of their studies**. They present the research project to the supervisor at the end of the sixth semester. During the seventh semester they **collect the required empirical or theoretical material** for the dissertation. Students submit the **publication plan for the results** of their work, including sources, findings or data, at the end of the second year of their studies. At the end of the sixth semester, the students **present the conceptualisation of their thesis research question at a meeting of SPSW doctoral students (participation at this presentation is mandatory for these students), teachers of the Department of SPSW and members of the Field Board (see course SPPd0009)**. The supervisor informs the student of the requirements for the contents of the presentation at the student's request. Compliance with the requirements for the presentation is a prerequisite for further studies, where a decision on continuation of the studies is made by the Chairperson of the Field Board through his/her evaluation of the presentation. Students in the sixth and seventh semester **publish the results of their research and complete their dissertations**. They **submit the dissertations for defence** at the end of their studies, usually in the eighth semester.

As a rule (unless indicated otherwise), courses consist of one or two seminars. Students who have enrolled in a course in the given semester approach the teacher **during the initial week of teaching in that semester** and arrange with him/her the date of the initial teacher/student meeting. The teaching consists in accomplishment of tasks given to the students, collective or individual consultations on tasks, and where applicable, presentation of the first version to the teacher and other students attending the same course. Courses are compulsory or elective; the students can enrol in some elective courses repeatedly. The Thesis Workshop (SPPd0004) is mandatory for all students. The students must enrol in the Thesis Workshop in the first semester of their studies.

The credit in course SPPd0004 is conditional on presentation of a **theoretical and methodological substantiation of the objective (research question) of the dissertation and key steps in the process of looking for an answer to the research question**. The student submits the substantiation of his/her thesis research question to the Chairperson of the Field Board after approval by the supervisor. S/he does so not later than one week before the end of the examination period in the first semester of his/her studies.

Two courses in Theory of Social Policy (SPPd0001) are mandatory for those students whose dissertation deals with a social policy topic. It is elective for all other students. Two courses in Theory of Social Work (SPPd0002) are mandatory for students whose dissertation deals with a social work topic. It is elective for all other students. All doctoral students mandatorily elect between three pairs of courses, Evaluation I and II (SPPd0003 and SPP d0007), Theory and Methods of Qualitative Research I and II (SPP d0016 and SPP d0017), and Research in Social Work Practice I and II (SPP014 and SPP015). The student elects between one of these compulsory pairs of courses based on agreement with the supervisor so that the study of the elected course enables him/her to appropriately formulate or refine methodology for his/her dissertation research. The student elects between Study Period Abroad (FSSd0900) a Placement Abroad (FSSd0990). The conditions for granting credit and passing examinations in FSSd0900 and FSSd0990 are defined by the SPSW Field Board.

The conditions for granting credit and passing examinations in the courses are defined by the teacher of the course, if it is not stated otherwise.

The successful passing of an examination in any foreign world language offered by FSS MU Language Teaching Department is elective.

A final state oral examination is together with the defence of the dissertation which follows the oral exam. Passing oral exam is a precondition to accessing the dissertation defence. The final oral examination and the defence of the dissertation may be undergone by students who 1) have **obtained 240 ECTS credits** for the courses listed above in table No. 2, 2) have **published in minimum two academic publications peer reviewed in standard manner. In minimum one of these publications** has to be an academic article published in journal **registered by database SCOPUS or WOS**. The student draws up his/her curriculum based on agreement with the person supervising his/her dissertation, **following the below stated “Recommended plan of study”**.

Prof. PhDr. Libor Musil, CSc. is responsible for implementing the programme and addressing any conflict situations. He also provides consultations on the composition of curricula.

Information about the courses

SPPd0001 Theory of Social Policy and SPPd0002 Theory of Social Work: It is possible to pass the examination either in oral manner or by submitting the course output in the form of academic article to the teacher. (This article should be coincident with academic publication of theoretical background of the dissertation in the fifth semester – see SPPd0010).

SPPd0003, SPPd0007, SPPd0014, SPPd0015, SPPd0016, SPPd0017: The students must elect and enrol in one of the three pairs of courses either SPP003, or SPP007 (Evaluation), or SPP014 and SPP015 (Research in Social Work Practice), or SPP016 and SPP017 (Theory and methods of qualitative research) depending on the theme of the dissertation. The other courses included in the methodological base are elective for them.

SPPd0008 Doctoral Thesis: Student enrolls SPP008 in the semester he or she has intention to submit and defend his or her thesis.

SPPd0009 Presentation of Conceptualisation of Doctoral Thesis: Student **enrolls SPPd0009 in the sixth** semester of his or her study. The credit is preconditioned by 1. introducing a complete conceptualisation to a commission consisting of Reviewer, Supervisor, and Chairman of the Field Board, as well as to assemblage of DSP SPSW students; 2. by approving conceptualisation by Chairman of the Field Board after this step is recommended by the commission mentioned above.

SPPd0010 Article: Accepting an academic article (or monograph chapter) devoted to conceptualising the research question of respective thesis to be published by an academic journal registered by SCOPUS or WOS or to be included into an edited monograph is the precondition of receiving ECTS for SPPd0010.

SPPd0011 Stay: Professional participation in an investigation (i.e. research basic or applied, an analytic work) implemented by an external research or analytic subject is the precondition of approving SPPd0011 credit. This precondition is accomplished if respective investigation concerns immediately the topic of respective dissertation. It is possible to enrol at the course repeatedly until the maximum number of 15 ECTS set for the course is reached. The higher the number of ECTS for one of the repeated enrolments, the lower the number of repeated enrolments. E.g. student A enrolls SPPd0011 five times three ECTS each case, whereas student B enrolls SPPd0012 three times five ECTS each case.

SPPd0012 Refinement of Doctoral Thesis: Student makes agreement with his or her Supervisor on elaborating relevant part of respective dissertation. Submitting the agreed part of dissertation is precondition of approving SPPd0012 credit by the Supervisor. It is possible to enrol at the course repeatedly until the maximum number of 20 ECTS set for the course is reached. The higher the number of ECTS for one of the repeated enrolments, the lower the number of repeated enrolments. E.g. student A enrolls SPPd0012 five times four ECTS each case, whereas student B enrolls SPPd0012 one time ten and two times five ECTS each case.

SPPd0019 Facultative publication concerning the topic of Doctoral Thesis: Publishing an article in a journal registered by WOS or SCOPUS so that the one of the preconditions of accessing dissertation defence is fulfilled. It is possible to enrol at the course repeatedly until the maximum number of 20 ECTS set for the course is reached. The higher the number of ECTS for one of the repeated enrolments, the lower the number of repeated enrolments. E.g. student A enrolls SPPd0019 two times ten ECTS each case, whereas student B enrolls SPPd0019 one time ten and two times five ECTS each case.

SPPd0020 or ~~FSSd0920~~ International Conference of Ph.D. students (TISSA, OSS etc.): It is referred to conferences where doctoral students explore possibility to present part of their dissertation to and having feedback by an international panel of professors by „International conference for doctoral students”. E.g. EUSOC, TISSA, FSS OU Summer School, Summer School Dubrovnik etc. Students are obliged to pass SPPd0020 or ~~FSSd0920~~ one times. They can gain credits for passing SPPd0020 or ~~FSSd0920~~ more times on voluntary basis. It is possible to enrol at the course repeatedly until the maximum number of 20 ECTS set for the course is reached. The higher the number of ECTS for one of the repeated enrolments, the lower the number of repeated enrolments. E.g. student A enrolls SPPd0020 two times ten ECTS each case, whereas student B enrolls two times ten ECTS each case and student C enrolls SPPd0020 one times ten and two times five ECTS each case.

SPPd0021 First draft of the Article: The purpose of the course is to help students to design a plan of the Article expected under SPPd0010. Credit can be granted provided that the student has developed the objectives, conceptualising, methodology, framework interpretation and the full preliminary framework of the article dedicated to theoretical definitions of the key terminology of the dissertation.

SPPd0024 Seminar on actual topic: SPP024 concerns selected professional or academic meetings (lectures or workshops) relevant in terms of the field of Social Policy and/or Social Work and held by a foreign professor (henceforth “meeting”). CFB defines relevant meeting or meeting for the semester under way. CFB gives information on the relevant meeting at the beginning of the semester by e-mail. If one of the relevant meetings prescribed by CFB is passed by a student his or her supervisor can decide that the student can visit another meeting closely relevant in terms of his or her dissertation.

There are three preconditions of receiving credit for SPPd0024: Delivering confirmation on participating in relevant meeting or meetings to CFB or Supervisor. Approving an essay or reflection (1 page) concerning contribution of participating at the meeting or meetings to fulfilling the dissertation goal by CFB. Approving the relevance of the above mentioned essay or reflection in terms of respective dissertation by Supervisor.

It is possible to receive 3 or 6 ECTS for SPPd0024. Student receives 3 ECTS for of the two meetings one meeting after fulfilling the above mentioned preconditions.

It is possible to enrol SPPd0024 repeatedly until the maximum number of 12 ECTS set for the course is reached. It is possible to gain 3 or 6 ECTS for every of repeated enrolments. The higher the number of ECTS for one of the repeated enrolments, the lower the number of repeated enrolments. E.g. student A enrolls SPPd0024 three times. He or she gains 6 ECTS in one the three semesters and 3 ECTS in every of next two semesters.

SPPd0027 Participation in Teaching: It is possible to enrol at the course repeatedly until the maximum number of 20 ECTS set for the course is reached. The higher the number of ECTS for one of the repeated enrolments, the lower the number of repeated enrolments. E.g. student A enrolls SPPd0027 five times four ECTS each case, whereas student B enrolls SPPd0027 one time ten and two times five ECTS each case.

FSSd0900 Research Abroad or FSSd0990 Study Visit: It is referred to “stay at just one foreign workplace lasting in minimum three months” by the term “foreign stay”. The purpose of the stay is to obtain inspiration concerning respective thesis (e.g. consultation by foreign expert; becoming familiar with an alternative view of thesis topic;

participating in research on thesis issue; publishing common article concerning thesis with foreign author; etc.). Receiving either FSSd0900, or FSSd0990 credit is preconditioned by submitting project of respective stay to respective Supervisor. When approved the Supervisor renders project to Chairperson of the Field Board. He or she approves the project if it he or she can identify that the project serves the purpose of foreign stay mentioned above. CFB approves either FFSd0900, or FSSd0990 when respective Supervisor gives written confirmation that the project becomes materialized.

Recommended walkthrough for doctoral studies of Social Policy and social work

Table No. 1: Model scheme of the individual path through the DS in SPSW

| <i>study step</i> | | <i>Scheduled for</i> | <i>consultation</i> | |
|---|--|------------------------------------|---------------------|----------------|
| <i>Task</i> | <i>Output</i> | | <i>personal</i> | <i>group</i> |
| Dissertation objective, research question (RQ) | Research question substantiated and confirmed by chairperson of the field board | 1 st semester in SPP004 | Supervisor | |
| Theoretical framework of the dissertation | Research question conceptualised | 1st to 5th semester | Supervisor | |
| Theoretical framework of the dissertation | plan of the academic publication (see SPP010) on conceptualising research question | 2 nd semester | Course teacher | Five sessions |
| either Theory of Social Policy, or Theory of Social Work. The student elects SPPd00001 or SPPd0002 depending on whether s/he writes a dissertation on a social policy or social work topic. | task II, exam ¹ either in SPP001, or SPP002 | 2 rd semester | Course teacher | task presented |
| Foreign stay (FS) | approved project of FS materialized (either FSSd0900, or FSSd0990) | 3rd, 4th, 5th semester | Supervisor | |
| either Evaluation I, or Theory and Methods of Qualitative Research I, or Research in Social Work Practice I | task I, credit in either SPPd0003, or SPPd0016, or SPPd0014 | 4 th semester | Course teacher | task presented |
| theoretical framework of the dissertation | compulsory academic publication (SPPd0010) ² | 5 th semester | Supervisor | |
| either Evaluation II, Theory and Methods of Qualitative Research II, or Research in Social Work Practice II | task II, examination in either SPPd0007, or SPPd0017, or SPPd0015 | 5th semester | Course teacher | |
| research question of the dissertation conceptualised | presentation, see SPPd0009 | 6 th semester | Supervisor | PGS day |
| research project | presentation of methodology to the supervisor | 6 th semester | Supervisor | |

| <i>study step</i> | | <i>Scheduled for</i> | <i>consultation</i> | |
|--|--|--|---------------------|-----------------------------|
| <i>Task</i> | <i>Output</i> | | <i>personal</i> | <i>group</i> |
| investigation, collection of findings (data) | dissertation chapter on interpretation of findings | 7 th semester | Supervisor | |
| interpretation of findings (data) | academic publication article accepted for publication (SPPd0019) | 8 th semester | Supervisor | |
| dissertation | credit in SPP008 | 8 th semester at the latest | Supervisor | |
| final state examination | Exam | 8 th semester | teachers | Specified date ³ |
| dissertation defence | Defence | 8 th semester | Supervisor | Specified date ³ |

1) The examination can be taken either 1/ in oral manner before the committee or 2/ by publishing task II as a professional article (the publication should be identical with the publication of theoretical frameworks in the third semester).

2) It is expected that the article can fulfil the function attributed to the publication of task II within the course completed by the student in the third semester.

3) The date is determined by the Chairperson of the Field Board based on agreement with the student within a period determined by the management of the Faculty of Social Studies of Masaryk University.

Mandatory courses všech 6

| kód | název | garant | vyučující | ukon. | rozsah | kred. | semestr | prerekvizity | poznámka |
|------------|---|---------------|--|--------------|---------------|------------------------|----------------|---------------------|-----------------|
| SPPd0004 | Thesis Aim Workshop | L. Musil | L. Musil, P. Navrátil, T. Sirovátka, J. Winkler | k | 0/2/0 | 25 | | | 1. |
| SPPd0005 | Social Work Field Examination | P. Navrátil | P. Navrátil | zk | 0/2/0 | 11 | | | 2. |
| SPPd0010 | Article | L. Musil | L. Musil, P. Navrátil, T. Sirovátka, J. Winkler | z | 0/0/0 | 15 (od 10 krok 1 kred) | | | 4. |
| SPPd0020 | International Conference of Ph.D. students (TISSA, EUSOC, OSS etc.) | L. Musil | L. Musil, P. Navrátil, T. Sirovátka, J. Winkler | z | 0/0/0 | 20 | | | 5. |

| | | | | | | | | |
|----------|--|----------|--|---|-------|----|--|----|
| SPPd0009 | Presentation of Conceptualisation of Doctoral Thesis | L. Musil | L. Musil, P. Navrátil, T. Sirovátka, J. Winkler | k | 0/0/0 | 35 | | 6. |
| SPPd0008 | Thesis | L. Musil | L. Musil | k | 0/0/0 | 60 | | 8. |

Quasi-mandatory courses všechny 4

Block 1 - theory alespoň 1 z 2 předmětů/podmínek

| kód | Název | garant | vyučující | ukon. | rozsah | kred. | semestr | prerekvizity | poznámka |
|----------|----------------------|--------------|--------------|-------|--------|-------|---------|--------------|----------|
| SPPd0001 | Social Policy Theory | T. Sirovátka | T. Sirovátka | zk | 0/2/0 | 15 | 3. | | |
| SPPd0002 | Social Work Theory | P. Navrátil | P. Navrátil | zk | 0/2/0 | 15 | 3. | | |

Block 2 - methodology alespoň 1 z 3 předmětů/podmínek

Výzkum v praxi sociální práce oba dva

| kód | Název | garant | vyučující | ukon. | rozsah | kred. | semestr | prerekvizity | poznámka |
|----------|---------------------------|----------|-----------|-------|--------|-------|---------|--------------|----------|
| SPPd0014 | Research in Social Work 1 | L. Musil | L. Musil | z | 0/2/0 | 11 | 4. | | |
| SPPd0015 | Research in Social Work 2 | L. Musil | L. Musil | zk | 0/2/0 | 15 | 5. | | |

Evaluace oba dva

| kód | název | Garant | vyučující | ukon. | rozsah | kred. | semestr | prerekvizity | poznámka |
|----------|--------------|--------------|--------------------------|-------|--------|-------|---------|--------------|----------|
| SPPd0003 | Evaluation 1 | T. Sirovátka | T. Sirovátka, J. Winkler | z | 0/2/0 | 11 | 4. | | |
| SPPd0007 | Evaluation 2 | T. Sirovátka | T. Sirovátka, J. Winkler | zk | 0/2/0 | 15 | 5. | | |

Teorie a metodologie kvalitativního výzkumu oba dva

| kód | Název | garant | vyučující | ukon. | rozsah | kred. | semestr | prerekvizity | poznámka |
|----------|--|------------|------------|-------|--------|-------|---------|--------------|----------|
| SPPd0016 | Theory and Methodology of qualitative research 1 | J. Winkler | J. Winkler | Z | 0/0/0 | 11 | 4. | | |

SPPd0017 Theory and Methodology of qualitative research 2 J. Winkler J. Winkler Zk 0/0/0 15 5.

Block 3 - foreign stay alespoň 1 z 2 předmětů/podmínek

kód **název** **garant** **vyučující** **ukon.** **rozsah** **kred.** **semestr** **prerekvizity** **poznámka**

FSSd0900 Research Abroad M. Vaculík L. Musil K 0/0/0 20 4.

FSSd0990 Study Visit M. Vaculík L. Musil K 0/0/0 20 4.

Block 4 - development courses alespoň 18 kr.

| kód | název | garant | Vyučující | ukon. | rozsa h | kred. | semest r | prerekvizity | poznámk a |
|---------|---|---------------|---------------|-------|------------|------------------|-------------|--|--------------|
| CJVA101 | Akademická angličtina se zaměřením na psaní | C. Kimbrell | C. Kimbrell | zk | 0/2/0 | 2 (plus 2 za zk) | | ((fakulta(1423) && typ_studia(BMN)) (obor(MUSFSS))) && (1441:ADAPT_AJ ADAPT_B2) && (!NOWANY(CJVA102, CJVA104)) | |
| CJVA401 | Academic Writing and Other Study Skills | J. Lennon | J. Lennon | zk | 0/2/0 | 2 (plus 2 za zk) | | ((fakulta(1423) && typ_studia(MN)) (obor(MUSFSS))) && (ADAPT_B2) && (!NOWANY(CJVA402)) | |
| CJVF401 | Francouzština a pro sociální studia I | K. Sedláčková | K. Sedláčková | z | 0/2/0 | 2 | | ((fakulta(FSS) && typ_studia(MN)) (obor(MUSFSS))) | |
| CJVF402 | Francouzština a pro sociální studia II | K. Sedláčková | K. Sedláčková | zk | 0/2/0 | 4 | | ((fakulta(1423) && typ_studia(MN)) (obor(MUSFSS))) | |

| | | | | | | | |
|----------|--|----------------|-----------------------|----|-------|-----------------------|---|
| CJVN401 | Němčina pro sociální studia I | J. Vyoralčková | J. Vyoralčková | z | 0/2/0 | 2 | ((fakulta(1423) && typ_studia(MN)) (obor(MUSFSS))) |
| CJVN402 | Němčina pro sociální studia II | R. Herout | R. Herout | zk | 0/2/0 | 4 | ((fakulta(1423) && typ_studia(MN)) (obor(MUSFSS))) |
| CJVS401 | Španělština pro sociální studia I | J. Žváčková | J. Žváčková | z | 0/2/0 | 2 | ((fakulta(FSS) && typ_studia(MN)) (obor(MUSFSS))) |
| CJVS402 | Španělština pro sociální studia II [nevyepisuje se v daném semestru: podzim 2020] | J. Žváčková | J. Žváčková | zk | 0/2/0 | 4 | ((fakulta(1423) && typ_studia(MN)) (obor(MUSFSS))) |
| FSSd0901 | Research Abroad II | M. Vaculík | L. Musil | z | 0/0/0 | 20 | FSSd0900 FSS900 |
| FSSd0991 | Study Visit II | M. Vaculík | L. Musil | z | 0/0/0 | | FSSd0990 FSS990 |
| SPPd0006 | Goals and Principles of Social Policy | L. Musil | T. Sirovátka | z | 0/2/0 | 11 | 2. |
| SPPd0021 | First draft of the Article | L. Musil | L. Musil | z | 0/0/0 | 10 | 2. |
| SPPd0027 | Participation in teaching | L. Musil | O. Hora, L. Musil, | z | 0/1/0 | 20 (od 5 krok 1 kred) | 2. |

| | | | | | | | |
|--------------|---|----------|--|---|-------|----------------------------|----|
| | | | P. Navrátil, T. Sirovátka, J. Winkler | | | | |
| SPPd002 4 | Seminar on actual topic | L. Musil | L. Musil, P. Navrátil, T. Sirovátka, J. Winkler | z | 6/0/0 | 12 (od 3 krok 3 kred) | 4. |
| SPPd001 2 | Refinement of Thesis | L. Musil | L. Musil, P. Navrátil, T. Sirovátka, J. Winkler | z | 0/0/0 | 20 (od 5 krok 1 kred) | 5. |
| SPPd001 1 | Stay | L. Musil | L. Musil, P. Navrátil, T. Sirovátka, J. Winkler | z | 0/0/0 | 15 (od 10 krok 1 kred) | 7. |
| SPPd001 9 | Facultative academic publication on the topic of the Thesis | L. Musil | L. Musil, P. Navrátil, T. Sirovátka, J. Winkler | z | 0/0/0 | 20 (od 10 krok 1 kred) | 7. |
