
SYLLABUS
PROGRAM OF PUBLIC MANAGEMENT AND POLICY IN ENGLISH
(E-PMP)

LEVEL OF EDUCATION: UNDERGRADUATE

TYPE OF EDUCATION: FULL-TIME

1. GENERAL INFORMATION

- *Course title (Vietnamese):* *Phương pháp nghiên cứu trong quản lý công*
- *Course title (English):* *Research methods in Public Management*
- *Course code:* *EPMP1114*
- *Knowledge group:* *Professional Education*
- *Credit:* *3*
- *Prerequisite courses:* *No*

2. THE DEPARTMENT IN CHARGE: Social Management

3. DESCRIPTION

Public administrators often face such questions as whether a program causes change in the targeted condition, population, or human behaviors, whether the selected policy solves a social problem, and what distinguishes more effective programs from less effective ones. In order to recommend changes in policy options, program implementation, or even public spending size and level, a public manager not only needs to understand scientific evidence indicating that the recommended change would be effective in solving a public problem, but also to determine whether the evidence has limitations and strengths.

4. REFERENCES

Required textbooks

1. Cooper Donald R. 2008, Business Research Methods, McGraw - Hill/Irwin.
2. Remler, Dahlia K., and Gregg G. Van Ryzin. 2014. Research Methods in Practice: Strategies for Description and Causation. Sage Publications, Inc.

Other references

NEU's eBooks and documents at <http://lic.neu.edu.vn:2048/menu>: Emerald Insight, IG Publishing eBook and ProQuest Central

5. COURSE OBJECTIVES:

Goal	Description	PLO	Level
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(Gx)			
[1]	[2]	[3]	[4]
G1 (Knowledge)	Understand the research process and data collection and processing methods; applying knowledge of research topic selection to identifying research problems in the public sector; Applying knowledge of research samples, collecting qualitative, quantitative data, descriptive statistics, regression analysis into analysis, evaluation, and criticism of public problems.	KT4	3
G2 (Skill)	Have skills to use research processes, tools, and methods in analyzing a public or public organization management issue; presents complete research related to public management in English.	KN3 KN5	3 3
G3 (Level of autonomy and responsibility)	Self-study for work to create capacity to work for a lifetime. Have a sense of responsibility, cooperation, and autonomy at work; take responsibility for your own work results	NLTC2	4

6. COURSE LEARNING OUTCOME:

Goal	CLO (CLOx.x)	Description	Level
[1]	[2]	[3]	[4]
G1 (Knowledge)	CLO1.1	Understand the research process and data collection and processing methods.	2
	CLO1.2	Applying knowledge of research topic selection to identifying research problems in the public sector.	3
	CLO1.3	Applying knowledge of research samples, collecting qualitative, quantitative data, descriptive statistics, regression analysis into analysis, evaluation and criticism of public problems.	3
G2 (Skill)	CLO2.1	Have skills in applying research processes, tools and methods in analyzing a problem of public	3

		management or public organization management.	
	CLO2.2	Presenting a complete study related to the field of public management in English.	3
G3 (Level of autonomy and responsibility)	CLO3.1	Self-study for work to create capacity to work for a lifetime.	3
	CLO3.2	Have a sense of responsibility, cooperation, and autonomy at work; take responsibility for your own work results.	4

7. COURSE ASSESSMENT

Form of evaluation	Content	Time	CLO	Evaluation criteria	Ratio (%)
[1]	[2]	[3]	[4]	[5]	[6]
Evaluate the learning process		From session 1 to session 12		<ul style="list-style-type: none"> - Full level of attendance - Level of participation in answering lecturers' questions (number of times and quality of answers) - Level of participation in questioning with lectures of lecturers (number of times and question quality) 	10%
Mid-term review	Chapters 1, 2, 3, 4	Session 5	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO3.1, CLO3.2	The level of completion of the individual test (on time, the quality of the assignment is associated with the level of knowledge,	20%

				skills and self-control capacity of the course outcome standards)	
Mid- term re view	Chapters 4, 13, 14, 15, 21, 22	Session 11	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO2.2, CLO3.1, CLO3.2	The level of completion of group assignments, presentations (on time, quality of content and presentations, response to questions of lecturers and classes is associated with the level of knowledge, skills and self-responsibility capacity of course output standards)	20%
End-of-term evaluation	Chapters 1, 2, 3, 4, 13, 14, 15, 21, 22, 27	Sessions 13	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO2.2, CLO3.1, CLO3.2	The level of completion of the individual test at the end of the term (The quality of the test is linked to the attainment of knowledge, skills and the ability to autonomy and take responsibility of the course outcome standards)	50%

* The course uses turnitin software to assess academic integrity

8. TEACHING PLAN

Week/ Session	Contents	CLO	Activities	Assessment
[1]	[2]	[3]	[4]	[5]

1	Chapter 1: Introduction to Research Methods	CLO1.1, CLO3.1, CLO3.2	Study at home: Study in advance Chapter 2 Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	- Evaluate the learning process, attitude, level of initiative and positivity in learning 10% - Individual assignment:
2	Chapter 2: Research Philosophies and Designs	CLO1.1, CLO1.2, CLO2.1, CLO3.1, CLO3.2	Study at home: Study in advance Chapter 3 Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	20% - Group assignment, presentations
3	Chapter 3: Research proposal and research question	CLO1.1, CLO1.2, CLO2.1, CLO3.1, CLO3.2	Study at home: Study in advance Chapter 4 Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	
4	Chapter 4: Literature Review	CLO1.1, CLO1.2, CLO2.1, CLO3.1, CLO3.2	Study at home: Study in advance Chapter 13, 21 Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	
5	Chapter 13, 21: Data Collection 1 (sampling, quantitative and	CLO1.1, CLO1.2, CLO1.3,	Study at home: Study in advance Chapter 22	

	qualitative data collection methods)	CLO2.1, CLO3.1, CLO3.2	Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	
6	Chapter 22: Data Collection 2 (qualitative analysis)	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO3.1, CLO3.2	Study at home: Study in advance Chapter 14 Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	
7	Chapter 14: Data analysis I: descriptive and multivariate statistics	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO3.1, CLO3.2	Study at home: Study in advance Chapter 15 Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	
8	Chapter 15: Data Analysis 2 (Correlation, covariance and causation)	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO3.1, CLO3.2	Study at home: Study in advance Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	
9	Data analysis III: Regression analysis	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO3.1, CLO3.2	Study at home: Study in advance Chapter 27 Teaching and learning in class: Lecture Discussion (group	

			discussion and class discussion)	
10-11	Chapter 27: Writing up research Research project presentation	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO2.2, CLO3.1, CLO3.2	Teaching and learning in class: Lecture Discussion (group discussion and class discussion)	
12	Revision	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO2.2, CLO3.1, CLO3.2	Group presentations	
13	Final exam	CLO1.1, CLO1.2, CLO1.3, CLO2.1, CLO2.2, CLO3.1, CLO3.2		Individual test: 50%

9. COURSE REQUIREMENT

9.1. Rules of class participation

- Students are responsible for attending all classes. In case of absence from school due to force majeure reasons, there must be sufficient and reasonable proofs.
 - Students are responsible for actively researching documents, proactively preparing lessons before going to class according to the instructions and requests of lecturers.
 - Students who miss more than 20% of the lessons of the subject will be considered as not complete the course and have to enroll again.
 - Students who submit individual and group assignments late compared with the prescribed time of the instructors will receive a score of 0 for that assignment.
- Students will be asked to answer random questions and answers during 12 sessions
- Regarding the exchange between lecturers and students: Encourage students to participate in discussions (groups and individuals), give direct feedback with teachers about the content of the course, teaching and learning methods, teaching materials and read. Lecturers also encourage students to give feedback on the form, methods and contents of the tests, and to evaluate students' learning results. Students can communicate with lecturers in class, during office hours or via

email. The valuable student feedback contributes to improve the teaching and learning quality of the course

9.2. Rules of classroom behavior

- The course is conducted on the principle of respect for learners and teachers. All acts that interfere with the teaching and learning process are strictly prohibited.
- Students need to actively participate in lectures in class through discussions with teachers (answer and ask questions) and group discussions, presentations
- Students must go to school on time. Students who are late more than 10 minutes after class starts will not be able to attend the class.
- Do not make noise, affect others in the learning process.
- Do not eat, drink, chew gum, use devices such as phones, music players during class.
- Laptops and tablets are only used for the purpose of recording lectures, calculating for lectures, exercises, absolutely not used for other purposes.

Hanoi, Date Month Year 20

DEAN OF FACULTY
(Signed)

PRINCIPAL
(Signed)