



**Curriculum for the MASTER'S DEGREE PROGRAMME IN POLITICAL
SCIENCE, including the PART-TIME MASTER'S DEGREE PROGRAMME
IN POLITICAL SCIENCE
2018 CURRICULUM, COMMENCEMENT ON 1 SEPTEMBER 2020
(revised 7 January 2025)**

Contents

1. Introduction	4
2. Title and affiliation	4
3. The programme's objectives, competency profile etc.	4
3.1 Objectives	4
3.2 Competency profile	5
3.3 Admission requirements and restrictions	6
3.3.1 Admission requirements and conditions: special rules for the part-time master's degree programme.....	7
3.3.2 Supplementary courses	10
4. Content and academic profile	10
4.1 Core-subject lines	11
4.2. Freedom of choice	11
4.2.1 Mobility window	11
4.3 Registration for courses and exams	12
4.4 Credits	12
5. Exams	12
5.1 Assessment and grading	12
6. Course catalogue	12
6.1 Part-time master's degree programme.....	12
6.2 Core-subject lines	12
6.3 Public Law.....	14
6.4 Elective courses	16
6.4.1 Courses offered.....	17
6.4.2 Free assignment outside the course scope	18
6.4.3 Academic internship	21
6.5 Master's thesis	25
6.5.1 Description of objectives for students who signed their first thesis contract on or before 30 November 2019	29
7. Exam forms	34
7.1 Oral exams.....	34
7.1.1 Oral exam with or without preparation.....	34
7.1.2 Oral exam based on a synopsis.....	34

7.2. Free assignments and free assignments outside the course scope	35
7.3 Three-day compulsory written take-home assignment.....	35
7.4 Portfolio exam	35
7.5 Ten-hour compulsory written take-home assignment	36
7.6 Academic internship exam	37

1. Introduction

This programme curriculum should be read in conjunction with the Curricula's Common Part for the Faculty of Social Sciences, which applies to all bachelor's and master's degree programmes offered by the faculty. The Curricula's Common Part lays out rules that apply to all of the faculty's programmes.

The programme curriculum was approved by the dean of the Faculty of Social Sciences on 19 January 2018 and is valid from 1 September 2018.

2. Title and affiliation

Graduates who have completed the master's degree programme in political science are entitled to use the title of cand.scient.pol. (candidatus/candidata scientiarum politicarum), Master of Science (MSc) in Political Science.

This programme curriculum was drawn up by the Board of Studies in the Department of Political Science at the University of Copenhagen. External examiners for the programme are provided by the Corps of External Examiners for the master's programmes in political science and social science, cand.soc., the professional master's programmes at the universities of Southern Denmark, Aarhus and Copenhagen, and the professional master's programmes at Copenhagen Business School.

The student must choose one of the following core-subject lines:

- Organisation and Management
- Political Theory
- Political Behaviour
- International Political Economy
- International Relations and Conflict Resolution
- Foreign Policy
- European Politics
- Evaluation
- The Politics of Environment, Climate and Sustainability

3. The programme's objectives, competency profile etc.

3.1 Objectives

The master's degree programme in political science is an independent and complete degree programme which builds on and develops the knowledge and skills acquired from a relevant bachelor's degree programme in political science. The focus of the master's degree programme is academic immersion in problems in the field of political science, with a special view to problem identification, problem analyses and problem solving. Based on choices between compulsory core-subject lines and a broad academic range of elective courses, the programme enables students to independently and critically select and apply political-science and social-science theory and

methodology to conduct their own analyses of academic problems at a high international academic level.

Through both research-based instruction and independent academic study, students will also acquire more wide-ranging and varied knowledge in a series of different subject areas in the field of political science and related disciplines. On this basis, graduates of the programme are qualified to:

- 1) take highly qualified jobs in the labour market within the area covered by the programme, and undertake academic job functions in general in both the public and private sectors, nationally and internationally
- 2) participate in academic work and further education, including at PhD degree programme level

3.2 Competency profile

During the degree programme, which is based in an international research environment, students acquire thorough and specialised insights into the key problems, processes and conditions covered by political and social science, as well as the theories, methods and concepts used in the various subfields of political science. The master's degree programme in political science has a particular focus on preparing students to undertake academic functions in an increasingly internationalised working environment in public and private organisations, institutions and companies. In addition, there is emphasis on progression and academic immersion in the degree programme, so that there is clear development in the students' knowledge level, competencies and skills. The student's choice of one of several core-subject lines supports this progression. Furthermore, students can select and combine subject elements equivalent to one year of full-time study, resulting in a certain amount of variation in the academic profiles of the graduates. The qualification profile (below) reflects the common competencies acquired by all political science graduates.

On successful completion of the programme, graduates are able to:

Knowledge

- give an account of political-science theories and methods within the highest level of international research, based on advanced and well-founded knowledge of the subfields and their related empirical domains (including Danish and comparative politics, political theory, public administration and politics, international politics)
- identify interrelationships between the fields of political science at an advanced level and systematise relevant knowledge of and insights into the other social sciences on an advanced academic basis (e.g. economics, law and sociology)
- understand and reflect on international affairs and their consequences for local, regional, national and global politics.

Skills

- identify and develop analysis and solution models in relation to political and social sciences in a scientific or practical context, while assessing the appropriateness of various theories and methods
- explore political science issues of relevance to current and future social conditions, including in a foreign language context
- take a critical approach to the acquisition and application of existing political science knowledge
- acquire new knowledge by applying theoretical, methodological and empirical knowledge in practice in political science analyses
- make informed and reasoned decisions concerning the resolution of political science issues and solution models, and reflect critically on and explore their use
- argue independently and systematically at an advanced academic level regarding academic and professional political science issues and in relation to other social science disciplines
- communicate the results of their own research and of the research of others in an academically-informed and clear language, orally and in writing, to both political science specialists and lay people.

Competencies

- coordinate disciplinary and interdisciplinary collaboration with various professional groups based on political science issues, including in a foreign language context
- independently initiate, plan and manage a process or a project, including project development, taking into account given time frames and academic quality standards
- anticipate and act in relation to ethical social science research issues and in specific professional political science contexts
- identify own needs for academic development within the key political science areas.

3.3 Admission requirements and restrictions

Applicants who have completed one of the following degree programmes and, in addition, fulfill the language requirements, have direct admission to the master's degree programme in political science at the University of Copenhagen:

- The bachelor's degree programme in political science at the University of Copenhagen
- The bachelor's degree programme in political science at Aarhus University
- The bachelor's degree programme in political science at the University of Southern Denmark.
- The bachelor's degree programme in politics and administration from Aalborg University (effective as of 1 February 2022)

Graduates with a bachelor's degree in political science from the University of Copenhagen have a legal right of admission to the master's degree programme if they apply for admission within three years of graduating.

The three-year period is calculated as from the first intake following graduation.

Other applicants from Danish or foreign universities, including holders of professional bachelor degrees, may be admitted on the basis of a specific, individual, academic assessment provided that they are able to document knowledge, competencies and skills equivalent to those acquired by graduates from the bachelor's degree programme in political science at the University of Copenhagen. This assessment will be based on the following requirements:

- The qualifying bachelor's degree programme must include a minimum of 90 ECTS in political-science subjects, which must be introductory general bachelor's degree courses in, for example, public administration and politics, international politics, comparative politics or political theory.
- The qualifying bachelor's degree programme must include a minimum of 15 ECTS in qualitative and/or quantitative social-science methods with a focus on methodology as a tool.
- Danish language proficiency corresponding to Danish at level A in the Danish upper-secondary school system.
- English language proficiency corresponding to English at level B in the Danish upper-secondary school system.

If the number of qualified applicants exceeds the places available, applicants will be prioritised according to the following criteria:

- Grade levels from the qualifying bachelor's degree programme
- Grade levels within politological core subjects¹

3.3.1 Admission requirements and conditions: special rules for the part-time master's degree programme

For students doing the part-time master's degree programme, the relevant bachelor's degree or other relevant Danish or foreign degree programme at the same level must be no more than five years old.

For students doing the part-time master's degree programme, there is also a requirement of professionally relevant employment.

Relevant employment for part-time master's degree students

Students doing the part-time master's degree programme in political science must be employed in a

¹ i.e. within the subject areas of public administration and politics, international politics, comparative politics, and political theory

private or public sector company or be an entrepreneur and owner of an academically relevant sole proprietorship, performing the following tasks, among others:

- Academic job functions of an organisational, administrative, managerial, developmental or communicative nature in both the public and private sectors
- Identification and analysis of political science issues and critical reflection on such issues
- Conduct of independent analyses, communication of issues, viewpoints and results, development of scientific designs and conduct of interviews and questionnaire-based surveys, with the aim of applying them to social science issues
- Collaboration on disciplinary and interdisciplinary solutions to specific problems in the field of politics and administration, both in Denmark and internationally
- Independent work with and responsibility for a wide range of tasks, projects and issues (other than those above) based on acquired analytical, methodological, communicative and administrative competencies from the bachelor's degree programme.

Documentation of relevant employment

Part-time master's degree students must either:

- have a documented employment contract based on their bachelor's degree programme, corresponding to an average of at least 25 hours per week (on an annual basis), such that they are an integrated part of the workplace on par with full-time staff, concurrently with doing the part-time master's degree programme, or
- be an entrepreneur and owner of an academically relevant sole proprietorship with a valid CVR no. and which a) posts annual revenue of at least DKK 200,000 or has received external funding of at least DKK 200,000 (e.g. from investors, a loan, InnoBooster from Innovation Fund Denmark or the like), or b) is affiliated with a public or private sector entrepreneurial environment.

In case of new job situation for part-time master's degree students

Students must inform the Department of Political Science of any changes to their job situation. If the Department of Political Science deems that the part-time master's degree programme student no longer fulfils the requirement of having relevant employment or engaging in relevant entrepreneurial activity, the student will be transferred to the full-time master's programme in political science from the start of the next semester, as far as possible.

Part-time master's degree students who find a job with a new employer, whose work tasks change significantly, or who discontinue their entrepreneurial activities in order to take up other relevant employment must apply to the faculty for permission to continue their studies on the part-time master's degree programme. If the Department of Political Science finds that the student's new employment does not meet the requirement of relevant employment, the student will be transferred to the full-time master's programme from the start of the next semester, as far as possible.

The Department of Political Science will obtain documentation of the students' employment situation twice a year. A specific assessment will be made of the work portfolio of each part-time master's degree student or entrepreneurial business, to assess whether the requirement for relevant employment has been met. The Department of Political Science may request documentation that the information is correct.

Comments

Part-time master's degree students are not permitted to enrol in other part-time or full-time master's degree programmes.

3.3.2 Supplementary courses

Only the qualifying bachelor's degree programme will count towards the assessment of whether applicants are eligible for admission to the master's degree programme. No supplementary courses may be taken between completing the bachelor's degree and starting the master's degree programmes in order to fulfil specific admission requirements.

However, subject elements that have been passed by an applicant prior to completing the bachelor's degree may be assessed as part of the basis for admission. This applies both to courses taken separately and to subject elements taken as part of another degree programme. However, such activities must constitute a maximum of 30 ECTS credits of the basis for admission.

4. Content and academic profile

The core subject area of the master's degree programme is political science. The table below provides an overview of the subject elements making up the master's degree programme in the recommended order. It is possible for students to put together their individual semesters, subject to the reservation that the core subjects can only be done in the autumn, and that students must have passed 60 ECTS in order to be able to submit their thesis.

Master's degree programme in political science (120 ECTS)				
Semester 1 (Autumn)	Core subject 1 (15 ECTS)		Core subject 2 (7.5 ECTS)	Public Law (7.5 ECTS)
Semester 2 (Spring)	Elective course (7.5 ECTS)	Elective course (7.5 ECTS)	Elective course (7.5 ECTS)	Elective course (7.5 ECTS)
Semester 3 (Autumn)	Elective course (7.5 ECTS)	Elective course (7.5 ECTS)	Elective course (7.5 ECTS)	Elective course (7.5 ECTS)
Semester 4 (Spring)	Master's thesis (30 ECTS)			

Constituent subject elements

The table below shows the division of the subject elements into compulsory and elective elements: All the subject elements are constituent subject elements.

Compulsory subject elements	
Core subject 1	15 ECTS
Core subject 2	7.5 ECTS
Public Law	7.5 ECTS
Master's thesis	30 ECTS
Elective subject elements	
Elective courses, 8 subjects (prescribed to 7.5 ECTS each)*	60 ECTS

**Elective courses may be done as courses at the department, academic internships and study visits in Denmark or abroad.*

***Students who have done Public Law as part of their bachelor's degree must choose an elective course instead.*

4.1 Core-subject lines

A core-subject line equates to a total of 22.5 ECTS consisting of two compulsory core subjects of 15 ECTS and 7.5 ECTS, respectively.

The core-subject lines are offered each autumn. Core subject 1 and core subject 2 must both be done during the same semester. A number of core-subject lines are offered, which are all based on the fields of research covered by the Department of Political Science. The core-subject lines are described in further detail in section 6.

Part-time master's degree programme

It is recommended that part-time master's degree students do core subject 1 and core subject 2 in the same semester.

4.2. Freedom of choice

Choosing from the course catalogue, students are free to decide on the academic angling of the elective subject elements included in their programme. The elective subject elements must, as a starting point, be within the political-science subject area. However, the student can choose up to 30 ECTS within the social-sciences subject area.

The political-science subject area covers the following core areas: Danish and comparative politics, political theory, public administration and politics and international politics.

The social-science subject area covers (social-science) subject areas related to the political-science subject area, as well as subject areas that the Board of Studies considers to be relevant for the student's individual degree programme.

The elective elements may also be done outside the Department of Political Science. The Board of Studies will assess whether subjects done outside the Department of Political Science, and which are approved for credit transfer, can be categorised as falling within the political-science or social-science subject areas. Read more about credit transfers in section 4.4.

4.2.1 Mobility window

Students can choose to go abroad to study in any semester, with the reservation that the core-subject line can only be taken in the autumn.

4.2.2 Part-time master's degree programme

It should also be noted that part-time master's degree students must still meet the employment requirements.

4.3 Registration for courses and exams

Students must themselves register for courses and exams via Self Service on KUnet during the announced self-service period prior to each semester.

4.4 Credits

Students on the master's degree programme in political science are entitled to transfer a maximum of 60 ECTS credits from subjects studied at another educational institution in Denmark or abroad. Exempt from this rule are students who transfer credits for subject elements when transferring from another institution or degree programme and credits from programmes already successfully completed.

Read more about the rules and procedures for the approval and transfer of credits in the Curricula's Common Part.

5. Exams

5.1 Assessment and grading

The individual subject elements are assessed in a such a way that the programme complies with the grading requirements set out in the Examination Order. Courses totalling 52.5 ECTS are subject to external grading, which ensures compliance with the requirement that at least one third of the programme's total ECTS must be documented by external exams. In addition, a maximum of 30 ECTS are assessed as passed/failed (if the student elects to do 30 ECTS as an academic internship), which ensures compliance with the requirement that a maximum of one third of the programme's ECTS must be assessed as 'pass' or 'fail', cf. the Curricula's Common Part.

6. Course catalogue

The courses offered on the master's degree programme in political science are outlined below. Subjects and exams are quantified in terms of ECTS (the European Credit Transfer System), under which system 60 ECTS correspond to one year of full-time study. If a subject is weighted at 7.5 ECTS, it will correspond to one eighth of a year of prescribed full-time study.

6.1 Part-time master's degree programme

For part-time master's degree students, one year of part-time study equates to 30 ECTS credits. If a subject is weighted at 7.5 ECTS credits, it corresponds to one quarter of a year of prescribed part-time study.

6.2 Core-subject lines

The core-subject lines are anchored in political-science research, and build on the fields of research covered by the department. Students may, but do not have to, write their master's thesis within the chosen core-subject line.

The objectives of the core-subject lines and the associated forms of grading are described in further detail in the sections below. The contents, criteria for goal attainment, syllabuses, types of instruction and exam forms vary from course to course and are described in the course catalogue.

It is possible to choose between the following core-subject lines:

- Organisation and Management
- Political Theory
- Political Behaviour
- International Political Economy
- International Relations and Conflict Resolution
- Foreign Policy
- European Politics
- Evaluation
- The Politics of Environment, Climate and Sustainability

The overview below shows the core subjects making up the individual lines:

Core-subject line	Core subject
Organisation and Management	Core subject 1: Public Sector Governance and Management
	Core subject 2: Organisational Analysis
Political Theory	Core subject 1: Contemporary Political Theory
	Core subject 2: Democratic Challenges
Political Behaviour	Core subject 1: Political Behaviour
	Core subject 2: Advanced Quantitative Methods in the Study of Political Behaviour
International Political Economy	Core subject 1: Theories and Issues in International Political Economy
	Core subject 2: Concepts in International Relations
International Relations and Conflict Resolution	Core subject 1: Approaches to International Conflicts – From Theory to Methods
	Core subject 2: Concepts in International Relations
Foreign Policy	Core subject 1: Theory and Practice in Foreign Policy
	Core subject 2: Concepts in International Relations
European Politics	Core subject 1: Institutions, Policies and Law in the European Union
	Core subject 2: Important Challenges in European Governance
Evaluation	Core subject 1: Evaluation
	Core subject 2: Knowledge
The Politics of Environment, Climate and Sustainability	Core subject 1: The Politics of Environment and Climate
	Core subject 2: Perspectives on Sustainability

Literature

The table below shows the scope of the syllabus for the core subjects. The syllabus is the same for all students. The syllabus is decided the Board of Studies.

Subject element	Scope	Syllabus
Core subject 1	15 ECTS	1,800-2,100 standard pages
Core subject 2	7.5 ECTS	900-1,200 standard pages

Types of instruction and working methods

Teaching activities total 56 hours for core subject 1 and 28 hours for core subject 2.

The core-subject lines are established with a minimum of 15 and a maximum of 45 students. Students can register for three core-subject lines, in order of priority.

If more than 45 students register for a particular core subject, places will be allocated by drawing lots. In the post-registration period, places on core-subject lines are allocated on a first come, first served basis.

Exam form

The overview below shows the grading methods for the core subjects.

Subject element	Scope	Grading method
Core subject 1	15 ECTS	7-point grading scale with external grading
Core subject 2	7.5 ECTS	7-point grading scale based on internal assessment

Possible exam forms will be as follows: Oral exam with or without synopsis, free assignment, three-day set written take-home assignment or portfolio exam.

See sections 7.1-7.5 for more information about guidelines and scope.

6.3 Public Law

Political-science subject element

Contents

The subject provides knowledge of basic legal principles and rules within public law, as well as insight into their application and interpretation in practice. It covers the areas of administrative law and constitutional law, as well as the overarching principles of EU law and international law, including human rights. The aim of the teaching is to enable students to study issues relating to public administration from a legal perspective, and to provide them with the knowledge and understanding of the legal frameworks surrounding the specific work done by the public administration.

Description of objectives

On completion of the course, students are expected to be able to:

- Knowledge
 - account for constitutional law, including the relationship between national law, EU law and international law, including human rights
- Skills
 - master administrative law, including the Danish Public Administration Act and the Danish Access to Public Administration Files Act
- Competencies
 - apply legal knowledge in public administration

Criteria for assessment of goal attainment

Grade	Designation	Description
12	For an excellent performance displaying a high level of fulfilment of the subject's objectives	<ul style="list-style-type: none">• Knowledge<ul style="list-style-type: none">○ give an exhaustive and detailed account of the fundamental legal principles and rules within administrative law, constitutional law and EU law• Skills<ul style="list-style-type: none">○ analyse, at a systematic and reflective level, central legal aspects of an administrative problem• Competencies<ul style="list-style-type: none">○ apply, at a systematic and reflective level, legal knowledge to specific administrative problems
7	For a good performance displaying fulfilment of the subject's objectives, with some weaknesses.	<ul style="list-style-type: none">• Knowledge<ul style="list-style-type: none">○ give a precise account of the fundamental legal principles and rules within administrative law, constitutional law and EU law• Skills<ul style="list-style-type: none">○ analyse, at a proficient level, key legal aspects of a problem relating to public administration• Competencies<ul style="list-style-type: none">○ use, at a proficient level, legal knowledge to address specific problems relating to public administration

Grade	Designation	Description
02	For a performance displaying only the minimum acceptable fulfilment of the course objectives	<ul style="list-style-type: none"> • Knowledge <ul style="list-style-type: none"> ○ give a non-exhaustive account of the fundamental legal principles and rules within administrative law, constitutional law and EU law • Skills <ul style="list-style-type: none"> ○ analyse, at a basic level, key legal aspects of a problem relating to public administration • Competencies <ul style="list-style-type: none"> ○ apply, at a basic level, legal knowledge to specific problems relating to public administration

Scope

The subject is prescribed to 7.5 ECTS credits.

Literature

The syllabus is 900 pages and is the same for all students. The syllabus is decided the Board of Studies.

Types of instruction and working methods

The course totals 28 hours.

Exam form

The exam takes the form of a 10-hour written take-home assignment on a set topic. See 7.5 for more information about guidelines and scope. The exam is assessed by an internal examiner based on the 7-point grading scale.

Comments

Students who have done Public Law as part of their bachelor's degree must choose an elective course instead.

6.4 Elective courses

Political-science or social-science subject element

The programme includes 60 ECTS credits of elective courses. It is possible for students to do courses at or outside the department. It is also possible for students to go abroad to study and/or do an internship. Read more about credit transfers in section 4.4.

6.4.1 Courses offered

Contents

Each semester, a range of courses is offered at master's degree level with content of relevance to both political science and other social sciences. The courses offered are specified in the course catalogue (www.kurser.ku.dk).

Description of objectives and criteria for assessment of goal attainment

The descriptions of the objectives of the courses vary, and the course catalogue varies from semester to semester. The description of objectives of the individual courses must therefore be found in the course catalogue for the given semester.

Scope

The subject equates to 7.5 or 15 ECTS.

Literature

The syllabus comprises 900-1,200 pages for 7.5 ECTS and 1,800-2,100 pages for 15 ECTS. The syllabus is set by the teacher and approved by the Board of Studies.

See more about the syllabus and re-use of literature in section 5.1.

Types of instruction and working methods

The teaching usually takes place over one semester, equating to two hours per week per course, equivalent to 28 hours for one semester (7.5). For courses taught for half a semester, the teaching comprises two hours of teaching twice a week. The length of courses and number of hours per week may vary. Elective courses equating to 15 ECTS involve four hours of teaching per week and a total of 56 hours for a semester.

Elective courses are established with a minimum of 20 and a maximum of 45 students. If more than 45 students register for a particular elective course, places will be allocated based on the number of years students have been enrolled.

Exam form

Possible exam forms will be as follows: Oral exam with or without synopsis, free assignment, three-day set written take-home assignment or portfolio exam. The exam forms vary from course to course. The exam form for each course must therefore be found in the course catalogue (www.kurser.ku.dk) for the semester concerned. See also sections 7.1-7.4 for more information about guidelines and scope.

The exam is subject to internal assessment according to the 7-point grading scale.

6.4.2 Free assignment outside the course scope

Contents

If a student wishes to write about a very specific topic that is not related to any of the courses in the course catalogue, they may request a full-time teacher to supervise a free assignment outside the course scope. This option may only be used in special cases. Teachers are not obliged to agree to supervise free assignments on subjects outside the course scope.

Description of objectives

On completion of the course, students are expected to be able to:

- Knowledge
 - account for a subject of relevance to political science or the social sciences
 - identify strengths/weaknesses in the application of the selected theory(ies) and method(s)
- Skills
 - structure and discuss a problem within the subject area that is related to the subject's theories, methods and cases
 - select theory, method and data for the analysis and response to the problem
- Competencies
 - formulate a cohesive paper in terms of content and the dissemination of knowledge, where the result of the analysis and the response to the problem are logically structured and clearly expressed.

Criteria for assessment of goal attainment

Grade	Designation	Description
12	For an excellent assignment, with no or only a few minor weaknesses.	<ul style="list-style-type: none"> • Knowledge <ul style="list-style-type: none"> ○ relate critically to the selected theories, methods and cases • Skills <ul style="list-style-type: none"> ○ analyse and respond to the problem on the basis of theory, method and theoretical or empirical cases ○ structure the analysis so that it is cohesive in terms of content and knowledge dissemination ○ discuss the strengths and weaknesses of the analysis • Competencies <ul style="list-style-type: none"> ○ analyse at a high academic level and present the results of the analysis with a logical structure and in clear language so as to address the research question
7	For a good assignment displaying fulfilment of the objectives, with some weaknesses.	<ul style="list-style-type: none"> • Knowledge <ul style="list-style-type: none"> ○ fulfil the knowledge criteria for the subject, as set out in the description of objectives, but with some weaknesses • Skills <ul style="list-style-type: none"> ○ fulfil the proficiency criteria for the subject, according to the described objectives, but with some weaknesses • Competencies <ul style="list-style-type: none"> ○ comply with the competency criteria for the subject, as set out in the description of objectives, but with some weaknesses

Grade	Designation	Description
02	For an acceptable assignment displaying the minimum acceptable degree of achievement of the objectives of the subject	<ul style="list-style-type: none"> • Knowledge <ul style="list-style-type: none"> ○ comply with the knowledge criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives • Skills <ul style="list-style-type: none"> ○ comply with the skills criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives • Competencies <ul style="list-style-type: none"> ○ comply with the competency criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives

Scope

The subject equates to 7.5 or 15 ECTS.

Literature

For free assignments outside the course scope, the student must compile a bibliography consisting of literature that must not have been covered by previous exams.

The student must sign a solemn declaration of compliance with the syllabus rules.

The scope of the syllabus is shown in the table below:

Free assignment outside the course scope	7.5 ECTS	15 ECTS
Syllabus	900-1,200 standard pages	1,800-2,100 standard pages

Exam form

The exam takes the form of a free assignment.

See section 7.2 for more information about guidelines and scope.

The exam is subject to internal assessment according to the 7-point grading scale.

6.4.3 Academic internship

Political-science subject element

Contents

The purpose of the academic internship is for the student to learn to use ‘political science in practice’. Through a formalised affiliation with a company, public institution, research institute or similar the student will perform tasks and at the same time be able to apply their academic skills in a practical context.

In addition to the formalised affiliation with a company, at the same time the student will do a course at the department. The course takes place online via Absalon, and account is thus taken of the fact that students may do academic internships outside Denmark.

During the course, the student will:

- Watch recorded lectures on ‘Case work’ as well as ‘Qualified feedback’, which together cover 250 pages of the syllabus.
- Give feedback on another student’s considerations about their project report twice.
- Submit their preliminary considerations regarding their project report twice and receive feedback from another student. The supervisor will also give feedback on both submissions.
- Submit the assignment for the exam, which consists of the project report and written feedback

It is possible to replace subject elements on the master’s degree programme in political science corresponding to up to 15 or 30 ECTS credits with an academic internship.

Part-time master’s degree programme

It should also be noted that part-time master’s degree students must still meet the employment requirements.

Description of objectives

On completion of the course, the student is expected to be able to:

- Knowledge
 - account for the relevance of political-science studies for conditions, institutions, processes and working methods in the labour market
 - describe and understand how political scientists work on concrete assignments related to the social sciences. This includes knowledge of the nature of the assignments, as well as the academic and non-academic requirements
 - have knowledge of own practice and the practice of other political scientists
- Skills
 - identify one or more academic, relevant cases in a political-science organisation
 - formulate precise, clearly delimited problems – linked to the case
 - analyse conditions, institutions, processes and/or the working methods of the company in an academic context

- reflect on and assess connections between the chosen case(s) in the company based on one or more theoretical and methodological approaches to political science
- Competencies
 - take responsibility for providing relevant feedback on one fellow student's considerations concerning their project report
 - independently and professionally collaborate, plan and coordinate tasks in a company
 - discuss solutions to tasks in a academically qualified manner
 - discuss solutions to tasks within the workplace's area of activity based on academic reflection and practical experience
 - have the ability to independently find and acquire new research-based knowledge that contributes to solutions in the company

Criteria for assessment of goal attainment

On assessing the project report, the necessary account must be taken of whether the report is intended to replace 15 or 30 ECTS credits on the master's degree programme in political science.

To pass the subject, the student must demonstrate:

- that the selected case is of relevance to the host organisation and described in a comprehensive and concrete way, so that precise and clearly delimited issues can be derived from the case
- that the derived issues allow reflection on why they are relevant for the host organisation, the student's own role in relation to the case and the experience gained from investigation of the case
- that the analysis goes behind the phenomenon described in the case. This means that the student benefits from being part of the host organisation and therefore has the opportunity to combine practice experience with relevant methods and theories from their political-science studies, and to evaluate their applicability.
- that the feedback which students give to each other is formatively formulated, i.e. is aimed at and provides specific instructions for how the fellow students' drafts and reflections can be improved on the basis of the aforementioned criteria.

Scope

The subject equates to 15 or 30 ECTS.

Number of working hours

No. of ECTS	Field of work	Number of hours
15 ECTS	Working hours at the host organisation	327 hours
	Project report, including feedback and preparation	85 hours
	Total	412 hours
30 ECTS	Working hours at the host organisation	650 hours
	Project report, including feedback and preparation	175 hours

No. of ECTS	Field of work	Number of hours
	Total	825 hours

Literature

250 pages are determined by the Board of Studies concerning the case selection as well as qualified feedback.

500 pages are defined by the student.

Students are permitted to use syllabuses studied as part of their bachelor's and master's degree programmes.

Types of instruction and working methods

The work is to a great extent organised independently by the student. Students are expected to work on their project reports during their academic internship, including by participating in feedback rounds via Absalon and preparing their own project reports on the basis of feedback from their fellow students.

Outline of the process:

Date	Activity	Points of special attention
	The student finds an internship	
	The student applies for prior approval of an academic internship no later than six weeks before the academic internship is to commence	<i>Use the official application form for prior approval of an academic internship. Remember to include all appendices.</i>
No later than two weeks before the start of the semester	The student is placed in a feedback group on Absalon with an affiliated project supervisor	
	The student watches the video lecture about 'Qualified feedback' as well as 'Case work' via Absalon	<i>Review of the 200-page syllabus set by the Board of Studies</i>
One month and two weeks after start of the semester	First submission: The student submits their considerations regarding one or more empirically based cases at the host organisation, preliminary problem and their considerations regarding theory. Length: 4,800-7,200 keystrokes; 2-3 standard pages	<i>Participation is compulsory to be able to take the ordinary exam</i>

Date	Activity	Points of special attention
Two months after start of the semester	First feedback: The student gives feedback via Absalon on a fellow student's first submission. Length: Minimum 2,400 keystrokes; 1 standard page	<i>Participation is compulsory to be able to take the ordinary exam</i>
Three months after start of the semester	Second submission: The student submits a further development of the first submission into which the feedback received has been incorporated. Academic reflections must also be submitted on the connection between: <ul style="list-style-type: none"> • The student's empirically based case(s) from the host organisation • Theory and literature from political science. Length: 9,600-12,000 keystrokes; 4-5 standard pages	<i>Participation is compulsory to be able to take the ordinary exam</i>
Three months and two weeks after start of the semester	Second feedback: The student gives feedback via Absalon on a fellow student's first submission. Length: Minimum 4,800 keystrokes; 2 standard pages	<i>Participation is compulsory to be able to take the ordinary exam</i>
End of the semester	The student submits the project report, which is a further development of the two submissions, as well as both feedback papers.	<i>Check the exam date in the exam schedule.</i>

Supervisor

A project supervisor must be appointed for both the academic internship and the project assignment.

The student must find a supervisor from among the department's potential supervisors for the academic internship. The student approaches the supervisor directly about whether the supervisor is able to supervise the student.

Requirements

Participation in the feedback group on Absalon. The student must in two instances submit their considerations regarding their project report, and also in two instances give feedback on a fellow student's considerations within the deadline specified in the exam schedule. Participation in the group and submission of feedback are a precondition for taking the exam.

Exam form

The exam takes the form of a project report whereby the student submits their own reports, and as an appendix also submits the feedback papers they have prepared for a fellow student.

The exam is subject to internal assessment (pass/fail).

See section 7.7 for more information about guidelines and scope.

6.5 Master's thesis

Political-science subject element

Interim arrangement

The following applies to students who sign their first master's thesis contract after 1 February 2020.

Students who have signed their first thesis contract on or before 30 November 2019 are covered by the thesis provisions in section 6.5.1.

Contents

The writing of the thesis involves applying the theories and methods introduced during the course to produce a major, written, academic assignment that analyses a political-science issue chosen by the student.

As part of the process of writing their thesis, students must participate in a thesis cluster. This is a chance for students to gain general knowledge of and receive guidance in the use of methods, writing assignments, structuring the written product and managing the work process, as well as other relevant elements of the thesis writing. An important element is the students' own active participation in the cluster. They are required both to present their own work and critique the work of others. As an integral part of the writing of their thesis, students are also assigned a supervisor.

Description of objectives

After completing their master's thesis, students are expected to be able to:

- Knowledge
 - Provide an account of the research field, relevant theories and methods
 - Compare selected theories and methods, and identify differences and similarities, strengths and weaknesses.
- Skills
 - Formulate a clearly delimited and precise problem statement and develop a stringent research design.
 - Select, discuss and apply theories and methods to the preparation of an analysis.
 - Set goals and sub-goals for the analysis that contribute to a systematic and comprehensive response to the problem statement.
 - Collect data in a broad sense and search for information and literature.
 - Summarise the topic of the thesis and the theories and methods covered by the thesis
 - Communicate specialised knowledge in clear language at a high academic level.
- Competencies
 - Plan, organise and complete assignments within a given timeframe and in accordance with academic quality standards.
 - Relate critically to the chosen issue and analysis performed.

- Critically evaluate own work by demonstrating insight into the strengths and weaknesses, limitations and perspectives of the chosen theories and methods.

Criteria for assessment of goal attainment

Grade	Designation	Description
12	For an excellent performance which, with no or few insignificant weaknesses, complies with the following:	<ul style="list-style-type: none"> ● Knowledge <ul style="list-style-type: none"> ○ relate critically to the independently chosen political-science issue. ○ relate critically and reflectively to key concepts and significant assertions ○ explain and state the reasons for the choice of theory and the methodological approach ● Skills <ul style="list-style-type: none"> ○ independently analyse primary and/or secondary sources ○ independently put the applied theory into a wider perspective ○ discuss the methodological approach ● Competencies <ul style="list-style-type: none"> ○ answer the research question formulated in the thesis ○ write a thesis characterised by independence, boldness and/or originality in relation to the selected topic, methodology, data collation, analytical work and/or theoretical reflection, and/or consider a difficult issue/topic, and/or create new knowledge.
7	For a good performance displaying fulfilment of the objectives of the subject, with some weaknesses.	<ul style="list-style-type: none"> ● Knowledge <ul style="list-style-type: none"> ○ fulfil the knowledge criteria for the subject, as set out in the description of objectives, but with some weaknesses ● Skills <ul style="list-style-type: none"> ○ fulfil the proficiency criteria for the subject, according to the described objectives, but with some weaknesses ● Competencies <ul style="list-style-type: none"> ○ comply with the competency criteria for the subject, as set out in the description of objectives, but with some weaknesses

Grade	Designation	Description
02	For an adequate performance displaying the minimum acceptable degree of fulfilment of the objectives of the subject.	<ul style="list-style-type: none"> • Knowledge <ul style="list-style-type: none"> ○ comply with the knowledge criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives • Skills <ul style="list-style-type: none"> ○ comply with the skills criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives • Competencies <ul style="list-style-type: none"> ○ comply with the competency criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives

Scope

The thesis equates to 30 ECTS.

Literature

There is no requirement for an actual syllabus for the thesis, but it must include a bibliography, see the Curricula's Common Part concerning the formal requirements for written assignments.

Supervision

Supervision will be provided in the form of cluster and individual supervision. Thesis students are assigned a supervisor, in addition to the general thesis supervisor. The aim is for the cluster supervisor to also be the thesis supervisor for the approximately five theses in the cluster. Supervision is normally provided by internal assistant professors, associate professors or professors. Students only have a right to complete the supervision process once.

Exam form

The master's thesis is assessed according to the 7-point grading scale, with external grading.

Students must choose one of the following thesis models for their master's thesis:

1. Classical thesis (monograph)
2. Academic article

Monograph

Scope:

- For one student: 144,000-168,000 keystrokes (60-70 standard pages)

- For two students: 240,000-288,000 keystrokes (100-120 standard pages)
- For three students: 336,000-360,000 keystrokes (140-150 standard pages)

Academic article

The article must be assessed by the supervisor to be an almost final draft or have been submitted to a journal. In addition to the article, an introduction is drafted in relation to the article or its subject matter, for example a more comprehensive review of the field or methodological discussions. The introduction and article must together fulfil the intended learning outcome for the thesis.

Scope:

- For one student: the article plus introduction must not exceed 120,000 keystrokes (50 standard pages).

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.

Comments

The thesis must be prepared during the second academic year of the master's degree programme. Prior to commencing their thesis, students must have passed 60 ECTS credits on the degree programme before the start of the thesis period.

Comments regarding part-time master's degree programme

Part-time master's degree students must produce their master's thesis in the fourth year of the programme, with a deadline for submission 12 months later.

Formal requirements

The master's thesis must include the following:

- Abstract
If the thesis is written in Danish, Swedish or Norwegian, the abstract must be written in English. If the thesis is written in English, the abstract may be written in either Danish or English.
The abstract must be max. one page.
- Bibliography
- Number of keystrokes. See the Curricula's Common Part for an overview of what is included in the keystroke count.

If the thesis does not include these elements, the thesis will be rejected.

Front page

The front page of the thesis must include the following:

- Title

- Name of supervisor
- Name of author
- Month and year of submission
- Department of Political Science, University of Copenhagen

About registration

Students must register for the thesis in accordance with the rules described in the Curricula's Common Part.

About the second and third exam attempts

Students who fail to submit their theses by the stipulated deadline must register for a second exam attempt (and, if needed, a third attempt) under the rules described in the Curricula's Common Part.

6.5.1 Description of objectives for students who signed their first thesis contract on or before 30 November 2019

Master's thesis

Contents

The writing of the thesis involves applying the theories and methods introduced during the course to produce a major, written, academic assignment that analyses a political-science issue chosen by the student.

As part of the process of writing their thesis, students must participate in a thesis cluster. This is a chance for students to gain general knowledge of and receive guidance in the use of methods, writing assignments, structuring the written product and managing the work process, as well as other relevant elements of the thesis writing. An important element is the students' own active participation in the cluster. They are required both to present their own work and critique the work of others. As an integral part of the writing of their thesis, students are also assigned a supervisor.

Description of objectives

After completing their master's thesis, students are expected to be able to:

- Knowledge
 - formulate a clearly delimited and precise problem statement and research design
 - summarise the topic of the thesis and the theories and methods covered by the thesis
- Skills
 - select, discuss and apply theories and methods to the preparation of a comprehensive analysis and, during a prolonged work process,
 - prepare a clear problem statement and set up objectives and sub-objectives, incorporate the parts and the whole, critically read and evaluate their own work, and contribute a systematic response to the problem statement, and
 - collect data in a broad sense and search for information and literature.
- Competencies

- participate constructively in academic collaboration
- plan, organise and complete major assignments within a given timeframe and in accordance with academic quality standards
- communicate specialised knowledge at a high academic level
- critically evaluate their own work by reflecting on the strengths and weaknesses of the selected theories and methods

Criteria for assessment of goal attainment

Grade	Designation	Description
12	For an excellent performance which, with no or few insignificant weaknesses, complies with the following:	<ul style="list-style-type: none"> • Knowledge <ul style="list-style-type: none"> ○ relate critically to the independently chosen political-science issue. ○ relate critically and reflectively to key concepts and significant assertions ○ explain and state the reasons for the choice of theory and the methodological approach • Skills <ul style="list-style-type: none"> ○ independently analyse primary and/or secondary sources ○ independently put the applied theory into a wider perspective ○ discuss the methodological approach • Competencies <ul style="list-style-type: none"> ○ answer the research question formulated in the thesis ○ write a thesis characterised by independence, boldness and/or originality in relation to the selected topic, methodology, data collation, analytical work and/or theoretical reflection, and/or consider a difficult issue/topic, and/or create new knowledge.
7	For a good performance displaying fulfilment of the objectives of the subject, with some weaknesses.	<ul style="list-style-type: none"> • Knowledge <ul style="list-style-type: none"> ○ fulfil the knowledge criteria for the subject, as set out in the description of objectives, but with some weaknesses • Skills <ul style="list-style-type: none"> ○ fulfil the proficiency criteria for the subject, according to the described objectives, but with some weaknesses • Competencies <ul style="list-style-type: none"> ○ comply with the competency criteria for the subject, as set out in the description of objectives, but with some weaknesses

Grade	Designation	Description
02	For an adequate performance displaying the minimum acceptable degree of fulfilment of the objectives of the subject.	<ul style="list-style-type: none"> • Knowledge <ul style="list-style-type: none"> ○ comply with the knowledge criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives • Skills <ul style="list-style-type: none"> ○ comply with the skills criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives • Competencies <ul style="list-style-type: none"> ○ comply with the competency criteria for the subject, according to the described objectives, demonstrating the minimum acceptable level of achievement of the objectives

Scope

The thesis equates to 30 ECTS.

Literature

There is no requirement for an actual syllabus for the thesis, but it must include a bibliography, see the sections in the Curricula's Common Part concerning the formal requirements for written assignments.

Supervision

Supervision will be provided in the form of cluster and individual supervision. Thesis students are assigned a supervisor, in addition to the general thesis supervisor. The aim is for the cluster supervisor to also be the thesis supervisor for the approximately five theses in the cluster. Supervision is normally provided by internal assistant professors, associate professors or professors.

Exam form

The master's thesis is assessed according to the 7-point grading scale, with external grading.

Students must choose one of the following thesis models for their master's thesis:

3. Classical thesis (monograph)
4. Academic article

Monograph

Scope:

- For one student: 144,000-192,000 keystrokes (60-80 standard pages)
- For two students: 264,000-336,000 keystrokes (110-140 standard pages)
- For three students: 384,000-480,000 keystrokes (160-200 standard pages)

Academic article

The article must be assessed by the supervisor to be an almost final draft or have been submitted to a journal. In addition to the article, an introduction is drafted in relation to the article or its subject matter, for example a more comprehensive review of the field or methodological discussions. The introduction and article must together fulfil the intended learning outcome for the thesis.

Scope:

- For one student: the article plus introduction must not exceed 120,000 keystrokes (50 standard pages).

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.

Comments

The thesis must be prepared during the second academic year of the master's degree programme. Prior to commencing their thesis, students must have passed 60 ECTS credits on the degree programme before the start of the thesis period.

Comments regarding part-time master's degree programme

Part-time master's degree students must produce their master's thesis in the fourth year of the programme, with a deadline for submission 12 months later.

Formal requirements

The master's thesis must include the following:

- Abstract
If the thesis is written in Danish, Swedish or Norwegian, the abstract must be written in English. If the thesis is written in English, the abstract may be written in either Danish or English.
The abstract must be max. one page.
- Bibliography
- Number of keystrokes. See the Curricula's Common Part for an overview of what is included in the keystroke count.

If the thesis does not include these elements, the thesis will be rejected.

Front page

The front page of the thesis must include the following:

- Title
- Name of supervisor
- Name of author
- Month and year of submission
- Department of Political Science, University of Copenhagen

About registration

Students must register for the thesis in accordance with the rules described in the Curricula's Common Part.

About the second and third exam attempts

Students who fail to submit their theses by the stipulated deadline must register for a second exam attempt (and, if needed, a third attempt) under the rules described in the Curricula's Common Part.

7. Exam forms

7.1 Oral exams

7.1.1 Oral exam with or without preparation

This exam takes the form of an individual oral exam. To begin the exam, the student draws a random question prepared by the teacher. The question forms the basis of the oral exam, which also includes a wider discussion of the syllabus, as the examiner is required to assess the student in relation to the entire syllabus. The exam lasts 30 minutes in total, including grading.

For oral exams with preparation, the student is given 30 minutes to prepare before the start of the exam.

Oral exams with or without preparation can only be taken individually.

7.1.2 Oral exam based on a synopsis

An oral exam with a synopsis takes the form of an individual oral exam based on a written paper (synopsis). The exam also includes a wider discussion within the syllabus, as the examiner is required to assess the student in relation to the entire syllabus. A synopsis may be written individually or in a group (maximum three persons).

The synopsis may not exceed 7,200 keystrokes (three standard pages). In connection with the preparation of a synopsis, the student may use supplementary literature corresponding to up to a maximum of 25% of the syllabus.

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.

Students are examined individually. Group members are not allowed to be present during the examination of the other members of their group.

The assessment is based solely on the oral performance, as the synopsis is not part of the assessment. Students are allowed to bring to the exam an outline consisting of keywords (max. 100 words) and a synopsis. No comments etc. may be added to the outline and synopsis.

7.2. Free assignments and free assignments outside the course scope

The written assignment consists of an analysis of an independently formulated problem.

The scope of the assignment may not exceed:	7.5 ECTS	15 ECTS
For one student:	36,000 keystrokes (15 standard pages)	48,000 keystrokes (20 standard pages)
For two students:	60,000 keystrokes (25 standard pages)	79,200 keystrokes (33 standard pages)
For three students:	84,000 keystrokes (35 standard pages)	108,000 keystrokes (45 standard pages)

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.

Please note that for the Perspectives on Sustainability core subject, special requirements apply concerning group size and scope. See the course description in the course catalogue (www.kurser.ku.dk).

7.3 Three-day compulsory written take-home assignment

The written assignment consists of an answer to a single question.

The scope of the assignment may not exceed:	7.5 ECTS	15 ECTS
For one student:	19,200 keystrokes (8 standard pages)	24,000 keystrokes (10 standard pages)
For two students:	24,000 keystrokes (10 standard pages)	28,800 keystrokes (12 standard pages)
For three students:	28,800 keystrokes (12 standard pages)	33,600 keystrokes (14 standard pages)

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.

7.4 Portfolio exam

A portfolio exam is passed by submitting two compulsory assignments during the course. The scope of each assignment is as follows:

The scope of the assignment may not exceed:	7.5 ECTS	15 ECTS
For one student:	19,200 keystrokes (8 standard pages)	24,000 keystrokes (10 standard pages)
For two students	24,000 keystrokes (10 standard pages)	28,800 keystrokes (12 standard pages)
For three students	28,800 keystrokes (12 standard pages)	33,600 keystrokes (14 standard pages)

One overall grade is given based on the two assignments. Students whose assignment is not approved in connection with the first submission deadline are allowed to resubmit a revised assignment once only for assessment by the second submission deadline. In order to be permitted to resubmit, the student must have submitted an assignment the first time (it is not possible to submit a blank paper).

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.

Make-up exams and resits take the form of a free assignment.

The scope of the assignment may not exceed:	7.5 ECTS	15 ECTS
For one student:	36,000 keystrokes (15 standard pages)	48,000 keystrokes (20 standard pages)
For two students:	60,000 keystrokes (25 standard pages)	79,200 keystrokes (33 standard pages)
For three students:	84,000 keystrokes (35 standard pages)	108,000 keystrokes (45 standard pages)

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.

7.5 Ten-hour compulsory written take-home assignment

One or more questions are set, possibly with supplementary material.

The assignment is individual.

The scope of the take-home assignment must not exceed 16,800 keystrokes (7 standard pages).

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.

7.6 Academic internship exam

Length:

Exams	15 ECTS	30 ECTS
Project report	24,000 keystrokes (10 standard pages)	36,000 keystrokes (15 standard pages)
Appendix: Feedback evaluation	Two feedback papers of minimum: 2,400 keystrokes (1 standard page) 4,800 keystrokes (2 standard pages)	Two feedback papers of minimum: 2,400 keystrokes (1 standard page) 4,800 keystrokes (2 standard pages)

Re-exam

It is possible to do the re-exam even though the exam requirement has not been met.

The exam is subject to internal assessment (pass/fail).

Length:

Exams	15 ECTS	30 ECTS
Project report	43,200 keystrokes (18 standard pages)	60,000 keystrokes (25 standard pages)

See the Curricula's Common Part for more information about the formal requirements for written assignments and an overview of what is included in the keystroke count.