UNIVERSIDADE LUSÍADA
LISBOA

Course Unit Program
Document Analysis

Academic Year 2023/2024

1. Organic Unit

Institute of Psychology and Educational Sciences

2. Course

PSYCHOLOGY

3. Cycle

1st

4. Course Unit

Document Analysis (20327)

5. Scientific Area

6. Curricular Year

3rd

7. Type of Curricular Unit / Semester

1st Semester

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8. Class type and workload (work time)

Theoretical classes:	
Practical classes:	
Theoretical-Practical Classes	30,00
Tutorial Guidance:	

9. ECTS Credits

3,00

10. Scientific Area Coordinator

11. Regent

Prof. Doutora RITA ANTUNES RIBEIRO

12. Assistants

13. Teaching Language

Portuguese

14. General Objectives

- To provide students with strategies for bibliographic research, critical selection of information and synthesis of literature.
- To provide students with reading and scientific writing skills in psychology according to A.P.A. standards.

This learning will be done with a focus on the contents of psychology, with exploration of objects of study and analysis of various types of scientific documents.

15. Specific Objectives

- Provide the student with bibliographic research strategies, using different databases;
- To make known various types of scientific documents and their functions in the collection of information for research purposes;
- Guide the student in the progressive exploration of contents within the areas of psychology, through the analysis of theoretical, methodological documents, qualitative studies and quantitative studies;
- To promote the abilities to organise information and synthesise.

16. Skills to be acquired

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At the end of the course unit the student is expected to be able to:
- Collect information from different sources, analyse and critically discuss scientific texts and articles
- Evaluate and select information, taking into account the source and quality of the scientific document
- Know and apply the main standards of scientific writing in psychology
- Reflect and know how to summarise the information collected, orally and in writing, according to APA standards

17. Teaching Methodology

- Oral presentation;
- Interactive sharing of information by pupils
- Joint exploration of themes
- Analysis of academic documents and scientific articles
- Organisation of contents, integrating the domains of theory, practical application and empirical research
- Realisation of one work to deepen and consolidate research skills, information selection, literature review and scientific writing

18. Course Unit Program

1. scientific research and literature review
 1.1 The scientific method and the steps of a research project
 1.2 Purposes and functions of the literature review
2. Review and critical analysis of scientific literature
 2.1 Choice of topic and identification of the specific object of study
 2.2 Document search
  - Strategies and difficulties in the literature search
  - Databases and the use of keywords
  - Progress of the search and diversity of collected documents
 2.3 Types of academic documents
  - General and concept-defining documents
  - Theoretical documents
  - Case studies
  - Methodological documents (projects, evaluation tools)
  - Systematic literature reviews
  - Empirical studies
 2.4 Organising information and planning research
 2.5 Importance of citing sources
3. Writing and presentation standards for publication purposes
  - Title, abstract, keywords
  - Introduction: tips for writing a good introduction
  - Literature review
  - Method, results and discussion
  - References
  - Ethics and scientific writing
4. Preparation of a literature review article

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19. Assessment Methods

- One individual written assignment
- Two mid-term tests
- Other elements of continuous assessment:
a) Attendance and punctuality
b) Participation in classes and involvement in the proposed projects
c) Initiative and autonomy in research
d) Progress in the research tasks carried out in class.

20. Didactic Resources

- Computer with Microsoft Office software applications
- Scientific literature database software: B-On, EBSCO, Science Direct
- Multimedia projector and projection screen
- Board and markers
- Resources for obtaining, sending and storing documents in electronic format

21. Sustainability Objectives

- By 2030, ensure equal access for all women and men to affordable quality technical, vocational and higher education, including university
- By 2030, reduce by one third premature mortality from non-communicable diseases through prevention and treatment, and promote mental health and well-being

22. Keywords

- Literature search
- Literature review
- Scientific writing

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23. Main Bibliography

Author(s):	American Psychological Association		
Title:	Publication Manual of the American Psychological Association		
Edition:	7th Edition	Year:	2020
Local:	Washington, DC		
Publisher:	APA		

Author(s):	Sternberg, R. & Sternberg, K.		
Title:	The psychologist´s companion: a guide for scientific writing for students and researchers		
Edition:	6.ª	Year:	2016
Local:	Cambridge		
Publisher:	Cambridge University Press		

Author(s):	Sampieri, R.H.,Collado,C.F., & Lucio, M.P.		
Title:	Metodologia de Pesquisa		
Edition:	5ª	Year:	2013
Local:	Porto Alegre		
Publisher:	Penso		

24. Complementary Bibliography

Author(s):	Coutinho, C.		
Title:	Metodologia de investigação em ciências sociais e humanas: teoria e prática		
Edition:	1ª	Year:	2011
Local:	Coimbra		
Publisher:	Almedina		

Author(s):	Fink, A.		
Title:	Conducting research literature reviews: from paper to internet.		
Edition:	1ª	Year:	2005
Local:	Thousands Oaks, CA		
Publisher:	Sage Publications.		

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Ficha técnica MIP / MIP Datasheet	
Título / Title	Course Unit Program 'ANÁLISE DE DOCUMENTOS': Academic Year 2023/2024
Autor / Author	Prof. Doutora RITA ANTUNES RIBEIRO
Classificação / Classification	-
Descritores / Descriptors	-
Colaborador(es) / Colaborator(s)	-
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