



Submission of Exposé

Within the first year of study, the doctoral thesis topic must be announced in writing to the Dean of Studies, a supervision agreement must be concluded with the first supervisor of the doctoral thesis, and a written exposé must be prepared.

This exposé must first be submitted to the proposed first supervisor. By signing the form provided for the announcement of the proposed doctoral thesis topic, the proposed supervisor announces, among other things, that he/she has seen the exposé of the doctoral thesis and that he/she considers the doctoral thesis project described therein to be suitable for the award of the degree of Doctor of Business, Economics and Social Sciences.

The submission of the exposé as a pdf-file, the signed supervision agreement and the form "Request for Approval of a Doctoral Thesis Topic" must be sent to sowi.doktorat@uni-graz.at. This is possible at any time during the academic year, with two exceptions.

No exposés will be accepted during the periods of June 20 to August 15 and December 15 to January 6.

The decision on the acceptance of the proposed doctoral thesis topic and the proposed supervisor is made by the Dean of Studies. In order to facilitate his/her decision, the submitted exposés will be made available to all habilitated university academics of the School of Business, Economics and Social Sciences so that they can comment on them.

Subsequently, you will be informed by e-mail about the acceptance or non-acceptance of your exposé.

Furthermore, an exposé must also be written if the topic of the doctoral thesis is subsequently substantially changed. Likewise, the subsequent change of the doctoral thesis topic (as well as the subsequent change of the supervisor) must be approved by the Dean of Studies.

Contents

Scientific work requires certain rules and procedures. Keep in mind that these must also be observed when writing your exposé!

The following bullet points give an indication of the essential contents of the exposé; the concrete arrangement is the responsibility of the doctoral candidate. **The exposé should not exceed 6,000 words without bibliography** (A wordcount must be submitted).

1. Outline of the Problem and Motivation of the Choice of Topic

The actual problem on which the paper is based should be clearly outlined and presented as a real problem that is of interest to the scientific community. A common mistake is to confuse one's own solution approaches with problems. The following formulation is a typical example of how the problem can be confused with the solution:

"This dissertation deals with the introduction of the Balanced Scorecard in XY company." This sentence may anticipate the solution to the problem. Outline the problematic situation in which the XY company finds itself. Apparently, the management tools used until now have not been sufficient to make the company successful.

2. Critical Overview of the State of the Art

A brief positive as well as negative appraisal of the thematically relevant research literature should show to what extent the doctoral thesis project connects to the previous research, goes beyond that it and sets itself apart from it.

3. Scientific Relevance of Topic

For the topic characterized in more detail, in connection with the critical overview of the research situation, it should be indicated in which respects the treatment of the topic will represent a significant contribution to research. The relevance is always given if it is a research desideratum, or if the problem has not yet been addressed in the literature.

4. Own Preliminary Work

Show that you have already familiarized yourself with the topic and have drafted a well-founded concept of the investigation. The preliminary work and the concept should be presented in the exposé.

5. Choice of Methodology

The methodology chosen for the study has to be named and briefly justified with regard to the subject of the study and the topic.

6. Work to Be Done

It is particularly important that the work still to be done is not lost in more or less vague drafts and assumptions. The work still to be done should be clearly and definitely stated. The exposé should contain a rough timetable showing which steps are to be taken and when.

7. Bibliography

The bibliography should list the relevant primary and secondary references you have already collected. If there is a large list of references, only a select bibliography should be provided with the most important references. In particular, make sure that you list in full the references to which you refer in section 2. The formatting of the bibliography is based on the requirements of the supervisor.

Scope and Style

The exposé should be no more than 6,000 words, excluding the schedule/timetable and bibliography (A wordcount must be submitted).

Its style should be clear and condensed.

Submission

The exposé should be submitted as a pdf file with the supervision agreement and the form “Request for Approval of a Doctoral Thesis Topic” to sowi.doktorat@uni-graz.at.