

Doctoral Study Guide (effective 1 January 2018 onwards)

Doctoral students, whose study plans have been approved before 1.1.2018, can follow the guidelines in the previous doctoral study guides. For these students, the previous study guide is valid until 31.12.2022.

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Persons who have completed a master's degree and are interested in undertaking scientific research - and are eligible for doctoral studies in a discipline represented at Jyväskylä University School of Business and Economics (JSBE) - may apply for admission to doctoral studies at the school. Two doctoral programmes are offered at JSBE: doctoral programme in economics and doctoral programme in business.

The JSBE Doctoral School operates under the University of Jyväskylä Graduate School for Doctoral Studies and thus complies with the principles and ethical guidelines of the University Graduate School.

In addition to this Doctoral Study Guide, please read the guidelines provided on the [website of JSBE's Doctoral school](#).

1. OBJECTIVES OF DOCTORAL STUDIES

Doctoral education aims at enabling students to

- thoroughly familiarise themselves with their discipline
- gain a profound understanding of their own field of research within the discipline, and demonstrate independent and critical scientific thinking in this research field
- acquire the ability to independently yield new scientific knowledge.

2. APPLICATION AND REGISTRATION FOR DOCTORAL STUDIES

2.1. Eligibility and complementary studies

Candidates who have completed the advanced studies block (master level studies) in a discipline are eligible for doctoral studies in this discipline. A candidate may also be admitted to doctoral studies in one of JSBE's disciplines, if the candidate is eligible for doctoral studies in a neighbouring discipline, and has additionally completed sufficient studies in the discipline for which s/he is applying the study right.

If the extent and/or content of former education do not qualify an applicant for doctoral studies, complementary studies can be added to the student's study plan. The necessity for complementary studies is assessed individually for each student. Complementary studies are separately defined for the doctoral programme in economics and for each discipline in the doctoral programme in business.

The key contact persons for a candidate seeking to be admitted to doctoral studies at JSBE are professors of the relevant major subject. Their contact information can be found on the JSBE website. Before contacting professors, candidates are encouraged to carefully read this guide and the [University of Jyväskylä Degree Regulations](#), as well as [University of Jyväskylä Graduate School for Doctoral Studies instructions](#).

Candidates who have completed a master's degree apply for admission to doctoral studies from JSBE, using the online application form available on the website of JSBE's Doctoral School. Applications are processed twice a year. Please see deadlines on the JSBE website.

2.2. Processing of applications and student selection

New doctoral students are admitted by the Dean of JSBE. The student is placed either in the doctoral programme in economics or doctoral programme in business by the affiliation of the supervisor-in-charge. For well-justified reasons, an applicant may be granted admission to doctoral studies outside of the normal application processing time frames. However, the doctoral study right shall not be granted before the applicant has completed a master's degree.

The following general criteria are considered in doctoral student selection:

Applicant's skills and knowledge

- success in completing master-level or equivalent studies
- language skills required for completing the studies

Research topic

- relevance of the research topic to the core research areas of JSBE
- innovativeness of the research topic
- quality and viability of the research and study plan

Supervision

- availability of expert supervision and sufficiency of supervision resources
- continuity of supervision
- student's commitment to completing the studies
- student's possibility to participate in doctoral seminars, other courses and/or graduate schools

JSBE complies with the [general admission criteria of the University of Jyväskylä](#). An existing doctoral degree must not be duplicated. In case an applicant has a previous doctorate, JSBE evaluates the extent of similar content between the already existing degree and the proposed new degree.

2.3. Enrolment and annual registration

A student admitted to complete a doctoral degree must enroll as student at the University of Jyväskylä. Before the enrolment, the student will write a postgraduate study plan regarding the contents and modes of completing the studies included in the doctoral degree. In addition, the student and the supervisor-in-charge will sign an agreement on supervision for doctoral studies.

After the first registration for attendance or non-attendance, registration is done via OILI registration system each academic year. [See JSBE website for more details.](#)

3. SUPERVISION OF RESEARCH

3.1. Supervision and supervisors of doctoral dissertation

In accordance with the Degree Regulations of the University, doctoral students are appointed one personal supervisor-in-charge, who is in employment relationship with the University of Jyväskylä, and has a doctoral degree and sufficient scientific qualifications. The supervisor must also have profound knowledge of the research area within the major subject. The University Graduate School for Doctoral Studies and JSBE Doctoral School recommend that each new doctoral student will be appointed at least two supervisors, of which one is nominated as supervisor-in-charge. Supervisors are appointed with the Agreement on supervision document simultaneously with the processing of the doctoral study plan. The student gives his/her consent on the choice of supervisors. If the supervision relationship terminates before the student graduates, a new supervisor-in-charge will be nominated.

Doctoral students must annually report on their study progress to their supervisors. The study plan is specified annually, and also more frequently upon student request. JSBE Faculty Office is responsible for keeping a register on postgraduate study credits, on which the students themselves should inform the office without delay.

3.2. The follow-up group

Each student pursuing a doctoral degree shall have a nominated follow-up group. In addition to the supervisors, the follow-up group includes at least one professor or docent external to the research group in which the dissertation is being done. The doctoral student and the follow-up group shall meet once a year. For part-time students, the meetings may be less frequent.

The detailed instructions for activities and documentation of follow-up groups at JSBE are described in a separate document, “[Organization and working of the follow-up groups at the JSBE](#)”.

The University of Jyväskylä Graduate School provides [additional guidelines for doctoral student follow-up groups](#).

Responsibilities of the doctoral student, supervisor and follow-up group are described in the University of Jyväskylä Graduate School for Doctoral Studies document “[Appendix 1 of the supervision document](#)”.

4. STRUCTURE OF DOCTORAL DEGREE

The extent of doctoral degrees is 240 ECTS credits. JSBE Faculty Council has defined the learning goals and objectives for the doctoral degree in a separate document, “[Learning goals and objectives of JSBE doctoral programs \(pdf\)](#)”.

4.1. Economics

At the University of Jyväskylä, in economics it is possible to complete the degree of Doctor of Science (Economics and Business Administration).

The methodological initial level requirement for the doctoral degree is a basic studies block either in mathematics or statistics, or corresponding knowledge. However, gaining a higher level of quantitative skills is recommended. Other subject studies of the doctoral degree may also contain methodological studies.

The doctoral degree consists of the following parts:

1) Discipline specific skills (30-45 ECTS)

Discipline specific studies constitute at least half of required studies. Discipline specific studies may include, for example, the following obligatory or freely selectable studies:

- Advanced studies in the student’s field of science and doctoral training courses
- Doctoral training seminars (obligatory)
- Studies in the theory of science (obligatory, 3-5 ECTS)
- Orientation studies for doctoral students
- Researcher mobility to support the dissertation study

If the previous degrees do not contain a course in the history of economic thought, such is to be included in the doctoral degree.

2) Transferable skills studies (15-30 ECTS)

Transferable skills studies constitute at the most half of required studies.

2.1) Research competence

Studies to promote research competence may include, for example, the following obligatory or freely selectable studies:

- Research ethics (obligatory, min 1 ECTS credit)
- Research methods (obligatory)
 - Econometrics and quantitative methods
- Studies in statistics, mathematics, information systems science or equivalent
- Research project management
- Academic publishing
- Open science

All curricula of doctoral programmes must include obligatory research ethics studies of at least 1 ECTS credit.

2.2) Communication skills

Studies to promote communication skills may include, for example, the following obligatory or freely selectable studies:

- Academic writing and communication
- Interaction competence
- Language skills and international competence
- Media skills
- Presentation skills

All curricula of doctoral programmes must include obligatory communication studies of at least 2 ECTS credits.

2.3) Other competence to support the construction of professional expertise

Other competence to support the construction of professional expertise may include demanding specialist work at the University or outside the University (excluding research and research visits related to the student's dissertation). These include for instance teaching, research, participation in departmental or university development and work outside of the University. Credits earned through work are limited to max 20 ECTS credits. Other competence to support the construction of professional expertise may also include other activities or completed courses (max 4 ECTS credits),

A study module, which is not included in previous degrees, can be included in the doctoral degree.

Additional information with examples of suitable courses can be found in a complementary guide for doctoral studies in each discipline in the Appendix.

3) Dissertation

In addition to doctoral studies, a student admitted to doctoral training must write a dissertation and have a public examination of it. The writing of dissertations must follow the principles of the University's dissertation requirements. The scope of dissertations must be limited so that it is possible to complete a doctoral degree within four years of full-time study.

4.2 Business studies

At the University of Jyväskylä, in business studies it is possible to complete the degree of Doctor of Science (Economics and Business Administration) in the following major disciplines: accounting, corporate communication, corporate environmental management, management and leadership, marketing, and strategy and entrepreneurship.

The doctoral degree consists of the following parts:

1) Discipline specific skills (30-45 ECTS)

Discipline specific studies constitute at least half of required studies. Discipline specific studies may include, for example, the following obligatory or freely selectable studies:

- Advanced studies in the student's field of science and doctoral training courses
- Doctoral training seminars (obligatory)
- Studies in the theory of science (obligatory, 3-5 ECTS)
- Orientation studies for doctoral students
- Researcher mobility to support the dissertation study

2) Transferable skills studies (15-30 ECTS)

Transferable skills studies constitute at the most half of required studies.

2.1) Research competence

Studies to promote research competence may include, for example, the following obligatory or freely selectable studies:

- Research methods (obligatory)
 - Studies in qualitative and/or quantitative methods
- Research ethics (obligatory, min. 1 ECTS)
- Research project management
- Academic publishing
- Open science

All curricula of doctoral programmes must include obligatory research ethics studies of at least 1 ECTS credit.

2.2) Communication skills

Studies to promote communication skills may include, for example, the following obligatory or freely selectable studies:

- Academic writing and communication
- Interaction competence
- Language skills and international competence
- Media skills
- Presentation skills

All curricula of doctoral programmes must include obligatory communication studies of at least 2 ECTS credits.

2.3) Other competence to support the construction of professional expertise

Other competence to support the construction of professional expertise may include demanding specialist work at the University or outside the University (excluding research and research visits related to the student's dissertation). These include for instance teaching, research, participation in departmental or university development and work outside of the University. Credits earned through work are limited to max 20 ECTS credits. Other competence to support the construction of professional expertise may also include other activities or completed courses (max 4 ECTS credits),

A study module, which is not included in previous degrees, can be included in the doctoral degree.

Additional information with examples of suitable courses can be found in a complementary guide for doctoral studies in each discipline in the Appendix.

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5. EXAMINATION OF DOCTORAL DISSERTATION

5.1. Submitting the dissertation to preliminary examination

On the student's request, and after hearing the supervisors of the dissertation, JSBE Faculty Council appoints at least two preliminary examiners, both of whom must have completed a doctoral degree and achieved sufficient academic merits. The faculty must also hear the head of the discipline before deciding the pre-examiners. At least one of these pre-examiners must be qualified to a professor's or a docent's position or have corresponding academic qualifications. The main post of the pre-examiners must be outside the University of Jyväskylä. The supervisor cannot act as a preliminary examiner.

The dissertation manuscript must be available at the faculty before appointing the preliminary examiners or examiners.

5.2. Pre-examination of doctoral dissertation; permission to print and publicly defend the dissertation

A proposal about the choice of preliminary examiners is made by the head of academic field or the supervisor-in-charge of the dissertation. The doctoral candidate must have the opportunity to comment on the selection of pre-examiners.

The doctoral candidate sends the dissertation to be checked with plagiarism detection software before submitting it for preliminary examination. The report produced by the software must be directed straight to the supervisor-in-charge, who is responsible for interpreting the results of the report.

Pre-examiners are asked to give their statement(s) within one month from the arrival of the official statement request. Information on the [dissertation requirements at the University of Jyväskylä](#) must be sent to all pre-examiners (see [pdf in Finnish](#), [pdf in English](#)).

The pre-examiners give a joint written statement or separate written statements to the JSBE Faculty Council, as to whether the research has such value that it can be regarded as adequate for a doctoral dissertation. At the end of the statement, the pre-examiners are expected to clearly present their opinion regarding the granting of permission to print and publicly defend the dissertation. The permission for public examination of the dissertation cannot be conditional.

The doctoral candidate must have the opportunity to comment on the statement(s) of the pre-examiners before the decision on the permission for the public examination of the dissertation is taken. The doctoral candidate has the right to interrupt the preliminary examination process before JSBE Faculty Council handles the permission for public examination. If the candidate is not granted the permission for a public examination of the dissertation, the preliminary examination procedure ends.

5.3. Printing and distribution of the dissertation

When the candidate has been granted permission to print and publicly defend the dissertation, the dissertation must be published. The doctoral candidate is responsible for taking care of printing arrangements and schedules. The dissertation can be published in the University of Jyväskylä publication series “Jyväskylä Studies in Business and Economics”. This [publication process](#) is free of charge for the candidate, provided that layout of the material submitted to the publication unit complies with [the guidelines for university series](#), and that the candidate allows the dissertation (or the summary of an article dissertation) to be [published online](#).

The dissertation must be publicly available at the JSBE Faculty Office at least 10 days before the public defence. The Dean of JSBE may shorten the period to a minimum of five days on the basis of a written request presented in advance.

5.4. Appointment of opponent and custos

JSBE Faculty Council appoints a custos and one or more opponents for the public defence of the doctoral dissertation. The opponent must be a professor or have a doctoral degree and sufficient academic merits. The main post of the opponent must be outside the University of Jyväskylä. The supervisor of the dissertation cannot act as an opponent. The doctoral candidate must have the opportunity to comment on the selection of the opponent(s).

JSBE Faculty Council nominates the custos, who serves as the chairperson of the public defence. The custos must be an employee of the University of Jyväskylä. The custos introduces faculty instructions regarding the public examination to the opponent(s) and ensures that particularly international opponents become familiar with the dissertation practices and grading scale of the University of Jyväskylä. Information on the [dissertation requirements at the University of Jyväskylä](#) must be sent to the opponent(s) (see [pdf in Finnish](#), [pdf in English](#)).

5.5. Preparing and implementing the public examination of a doctoral dissertation

After the preliminary examiners have issued their statement, JSBE Faculty Council decides on the timing of the public examination.

The language used in the public examination of the doctoral dissertation is decided by the custos in advance, after having discussed the matter with both the doctoral candidate and the opponent(s). It is possible to use several languages in the public examination, if it has been agreed upon with the doctoral candidate and the opponent(s).

More detailed information of the public examination progression is given in [the Degree Regulations](#) and in the separate [guidelines for the examination day](#).

5.6. Opponent's statement

After the public examination, the opponent(s) appointed by JSBE Faculty Council has/have 14 days to deliver written statement(s) proposing a grade for the doctoral dissertation. The statement(s) is appointed the *JSBE Faculty Council*.

5.7. Approval and grading of the doctoral dissertation

JSBE Doctoral Dissertation Committee will prepare a proposition about the approval of the dissertation and its grading. After receiving the written (joint or separate) statement(s) from the opponent(s) and proposal of the Doctoral Dissertation Committee, JSBE Faculty Council decides whether the dissertation is approved, and awards a grade for the doctoral dissertation. Supervisors of the doctoral dissertation cannot participate in the grading of the dissertation.

The author of the doctoral dissertation is given an opportunity to express an opinion about the propositions before the Faculty Council makes its decision.

An approved dissertation is graded on a scale of Failing, Accepted, or Accepted with distinction in accordance with the Degree Regulations of the University of Jyväskylä.

The doctoral degree is awarded by the Dean of JSBE.

5.8. Additional information

Different stages of the examination process are presented in more detail in JSBE's guidelines for the [examination of a doctoral dissertation](#).

6. DOCTORAL DISSERTATION REQUIREMENTS

In order to be approved at JSBE, the dissertation must fulfil the [dissertation requirements at the University of Jyväskylä](#).

Good scientific practice in the context of dissertations is defined in Ethical Principles of the University of Jyväskylä, Ethical Principles of Publishing at the University of Jyväskylä and Code of conduct for preventing and dealing with academic fraud and plagiarism. In addition, JSBE is committed to the guidelines given by the Finnish Advisory Board on Research Integrity in Responsible conduct of research and procedures for handling allegations of misconduct in Finland (pdf).

In case of article dissertation, the description of contribution of the doctoral candidate in the joint-articles is required. Doctoral student describes the level of his/her contribution by evaluating the different elements of the research process. The evaluation should focus on the elements described below. The list is not exclusive, and the doctoral student can add other relevant information.

1. Research problem and literature
2. Research design and data
3. Data analysis, results and writing

Please state and specify if the article has been used in other doctoral dissertations. The independent contribution of the author should be also demonstrated using the following table template. This table is included in the summary, which here means the introductory part, of the doctoral dissertation.

Article/Manuscript	1. Research problem and literature	2. Research design and data	3. Data analysis, results and writing
Article 1. Authors and title, journal information...	Description of the contribution in this particular article		
Article 2. Authors and title, journal information...			
Etc.			

An article dissertation may include unapproved manuscripts. However, an article dissertation cannot include only manuscripts that have not been approved for publishing.

A monograph dissertation is based on independent scientific research and has not been published in this format before.

An essay-based dissertation is also acceptable at the JSBE. An essay-based dissertation consists of unpublished scientific manuscripts that discuss the same set of problems and a summary written by the doctoral student. The unapproved manuscripts still need to meet the set scientific criteria.

An essay-based dissertation typically includes three to five manuscripts. The number of required essays depends on the proportion of the author's independent contribution as well as the extent and scientific quality and significance of the essays.

The summary, which here means the introductory part, of an essay dissertation should present the research questions that unite the parts of the study, the theoretical framework and the methodological solutions. The summary should also combine the key results and conclusions of the parts and assess their impact. The summary should be a balanced piece of text that is based on scientific literature and the essays included in the dissertation.

An essay-based dissertation may include manuscripts that have several authors. In case of essay-based dissertation, the description of contribution of the doctoral candidate in the essays is required. Doctoral student describes the level of his/her contribution by evaluating the different elements of the research process. The evaluation should focus on the elements described below. The list is not exclusive, and the doctoral student can add other relevant information.

1. Research problem and literature
2. Research design and data
3. Data analysis, results and writing

Please state and specify if a joint essay has been used in other doctoral dissertations. The independent contribution of the author should be also demonstrated using the following table template. This table is included in the introduction of the doctoral dissertation.

Manuscript	1. Research problem and literature	2. Research design and data	3. Data analysis, results and writing
Essay 1. Authors and title	Description of the contribution in this particular essay		
Essay 2. Authors and title			
Etc.			

7. LICENTIATE DEGREE

For specific reasons, a postgraduate student may complete the degree of Licentiate of Science (Economics and Business Administration).

The degree structure is the same as in the doctoral degree, the only difference being the smaller extent of the thesis. The extent of the licentiate degree 150 ECTS.

JSBE Faculty Council appoints at least two examiners based on a preliminary proposal made by the head of the discipline or the supervisor-in-charge of the thesis. At least one of the examiners must be from outside of JSBE. A supervisor cannot act as an examiner for the thesis. The doctoral candidate must have the opportunity to comment on the selection of the examiners.

Within two months from the arrival of the statement request, the examiners must submit a joint or separate written statement(s) with a grade proposal. In case of differing grade proposals, the statements should be separate.

Once the examiners have submitted their written statement(s) to the faculty, JSBE Faculty Council will decide on the approval and the grade of the thesis. The thesis is graded in accordance with the [Degree Regulations of the University of Jyväskylä](#) on a scale of Failing, Accepted, or Accepted with distinction.

The doctoral candidate must have the opportunity to give a statement on the issue before the grading. The candidate has the right to request for the interruption of the examination process in writing before JSBE Faculty Council decides on the approval and grade of the thesis. In such a case, the examination procedure is cancelled.

A licentiate thesis can be published in the publication series of the Jyväskylä University School of Business and Economics. A written statement by the supervisor including justifications for publication is a prerequisite for publication. A licentiate thesis can consist of separate publications, such as journal articles, proceedings articles, chapters in edited publications, printed presentations at scientific conferences, or working papers.

The licentiate degree is awarded by the Dean of JSBE. The licentiate degree certificate includes the grade of the licentiate thesis, based on the scale provided in the Degree Regulations.

This Doctoral Study Guide was accepted in the JSBE Faculty Council meeting on 15 December 2015. Section 5.1. updated in accordance with the JSBE Faculty Council decision on 24th February 2016. Sections 4.1. and 4.2 updated in accordance with the JSBE Faculty Council decision on 8th November 2016 (addition of corporate communication and removal of opportunity complete the degree of Doctor of Philosophy) and in accordance with the Rector's Decision on 12th December 2016 on Doctoral training curricula for academic years 2017–2020. Guide updated in accordance with JSBE Faculty Council decision on 19th February 2018 (e.g. updated links and textual changes). Section 6. updated in accordance with JSBE Faculty Council decision on 24th September 2019 (e.g. addition of description of contribution of the doctoral candidate in the articles). Section 6. updated in accordance with JSBE Faculty Council decision on 19th November 2019 (e.g. requirements of essay-based dissertation).

APPENDIX I: Additional instructions on doctoral studies in JSBE disciplines

These additional instructions complement the Doctoral Study Guide by exemplifying courses and other study modules which can be included in a doctoral degree at the JSBE, and the number of credits that these modules yield. In addition, this document briefly describes the kinds of supplementary studies that may be required from an applicant in order to be eligible for doctoral studies.

The instructions for each discipline are presented in their respective chapters in this document. These instructions are being updated as new courses are being launched and existing courses are discontinued.

Course codes given below are likely to change in the future, and therefore please check websites of the course providers for the most up-to-date course information.

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1. Economics

The doctoral degree consists of dissertation and research seminar, and other studies (60 ECTS), which are divided into discipline specific skills (30–45 ECTS) and transferable skills studies (15-30 ECTS). This chapter illustrates the kinds of studies that the doctoral degree can contain in the discipline of economics.

Discipline specific skills (30–45 ECTS)

In the doctoral studies of Economics at the University of Jyväskylä, it is possible to obtain a degree of Doctor of Science (DSc). The methodological pre-requirement for the doctoral studies is a basic studies block either in mathematics or statistics, or corresponding knowledge. However, gaining a higher level of quantitative skills is recommended.

It is recommended that the core courses in the major subject studies in Economics (microeconomics and macroeconomics) are completed in the Finnish doctoral programme in economics (FDPE, <http://www.fdpe.fi/>) or courses of similar level. In the FDPE, these courses have in recent years consisted of the following study modules:

Macroeconomics (12 ECTS)

- *Macroeconomics 1–4 (course consists of modules)*

Microeconomics (12 ECTS)

- *Microeconomics 1–4 (course consists of modules)*

In addition, it is recommended to complete at least one of the field courses in the FDPE programme. Recent examples of FDPE field courses include:

- *Empirical Industrial Organization I, Behavioral Economics I, Macroeconomics of Labour Markets, Topics in Game Theory, Topics in Public Economics, Economic History.*

Course organized by the Graduate School of Finance (GSF) are also recommended.

Transferable skills studies (15-30 ECTS)

Research competence

In addition to the compulsory course *IHMJ101 Theory of Science*, (3–5 ECTS), doctoral students need to complete FDPE studies in econometrics (12 ECTS) or corresponding courses of similar level. In the FDPE programme, studies in econometrics consist of:

- *Econometrics 1–4 (course consists of modules)*

In addition, doctoral students can complete optional courses for example in statistics, mathematics, and information systems science.

In case a doctoral student's previous degrees do not include a course in the history of economics (*KTTP720 History of Economic Thought* or FDPE course *Economic History*) equivalent course should be included in the doctoral studies.

Doctoral students are required to participate regularly in the doctoral seminar of their discipline (incl. the Allecon seminar), JSBE research seminars, and FDPE or GSF seminars/workshops in their own field. The activities are included in the compulsory studies above (180 ECTS).

In addition, doctoral students are encouraged to participate regularly in idea/planning seminars organized by the students themselves, other scientific doctoral seminars, and international congresses (EEA-ESEM, EALE, EFA, ERSA), as soon as it is useful in terms of progressing their research. Student can get 1–6 ECTS to their major studies or research methods studies. The credit points are issued by the supervisor in charge of the doctoral dissertation.

In addition, students can complete additional studies on research methods in line with their research orientation, for example from the Graduate School of Finance (GSF), see <http://gsf.aalto.fi>. Recently, these GSF studies have included the following courses:

Topics in Empirical Banking, Managing Doctoral Studies in Finance, Theoretical Asset Pricing, Empirical Asset Pricing, Winter Workshop in Finance, Empirical Asset Pricing, Theoretical Corporate Finance, PhD Nordic Finance Workshop, Summer Workshop in Finance, Empirical Corporate Finance, Behavioral Finance.

Other studies

For doctoral students in economics, studies in mathematics and statistics are recommended.

The student can complete studies also in universities or summer schools abroad (i.e., IZA, ERSA, Kiel Institute for the World Economy), as agreed upon with the supervisor-in-charge.

As stated in the JSBE Doctoral Study Guide, the following can be included in the studies: a) advanced and intermediate studies not included in the minimum requirements for the previous degrees, b) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, c) higher education pedagogy studies, or d) credits earned from work that must be based on demanding work other than preparing the dissertation itself (i.e. teaching, research, participation in departmental or university development, work outside of the University).

Instructions on supplementary studies to attain eligibility for doctoral studies in economics

The contents of supplementary studies for attaining eligibility for doctoral studies in economics are defined individually for each student in the personal study plan (PSP) on the basis of the recommendations by the supervisor-in-charge and the head of the discipline. In case the previous degree is a Master in a neighbouring field, such as finance, business studies, administrative data processing, or information systems science, then typically the advanced (i.e. master-level) studies in the major subject are required as supplementary studies. In case the previous degree is a Master from some other field, such as some other social science or natural sciences, then typically the advanced (i.e. master-level) studies in the major subject and 1–2 courses in research methods are required as supplementary studies.

In case the previous degree is not a master-level degree from a Finnish higher education institution or clearly equivalent, the supplementary studies for attaining eligibility for doctoral studies will be defined individually, based on a statement from the discipline, before the applicant in question is admitted as a doctoral student.

2. Management and Leadership

The doctoral degree consists of dissertation and research seminar, and other studies (60 ECTS), which are divided into discipline specific skills (30–45 ECTS) and transferable skills studies (15-30 ECTS). This chapter illustrates the kinds of studies that the doctoral degree can contain in the discipline of management and leadership.

Discipline specific skills (30–45 ECTS)

The aim of the major subject studies is to deepen the doctoral student's knowledge and skills both in general and in a specialised field (the field of the dissertation).

- *Doctoral Thesis Seminar or equivalent (compulsory, 2 ECTS)*

The doctoral student must give at least one presentation in the discipline's seminar or some other research seminar of JSBE. In addition, it is recommended that the doctoral student actively participates in national seminars and international conferences.

- *Managerial Thinking and Organization Studies (compulsory, KATAJA, 7 ECTS)*

According to the wishes of the doctoral student and supervisor, for example the following completion modes can be chosen:

- A reading package of 6 ECTS per field of specialization; (e.g. business ethics, HRM, power, critical research, strategy, CSR, learning organization, narrative research, diversity and equality). The module is completed by reading 3–4 books or edited professional books and writing e.g. approximately 7–10 pages long essay that synthesize the content. Supervisor-in-charge is the examiner for the module. Several modules can be completed from different themes.
- An advanced studies course in management and leadership, which is relevant for the topic of the dissertation and has not been included in the master's degree, 6 ECTS.
- Preparing (a) scientific article(s) for a journal, 2 ECTS (only one study module)
- Courses of KATAJA (The Finnish doctoral program in business studies). Courses in the following fields are especially recommended:
 - Organization theory
 - Business ethics
 - Leadership
 - Human resource management
 - CSR
 - Strategy
- For example *Organization Theory*, 6 ECTS (KATAJA).

Also courses organised by other higher education institutions (e.g. NordPlus, EIASM, NFF, EBEN) can be included in the doctoral degree as agreed upon with the supervisor.

Transferable skills studies (15-30 ECTS)

The aim of the studies on research methods is to deepen the doctoral student's methodological skills to a level expected in writing a dissertation.

The student selects the required amount of ECTS credits for example from the following courses. Please note however, that the selection of courses on offer may vary from year to year. The

supervisor guides the doctoral student in selecting suitable courses. The course Theory of Science (IHMJ101, 3–5 ECTS) must be included in the studies on research methods.

JSBE

- *TTKJ162 Orientative course to research methods (4 ECTS)*
- *TTKJ161 Introduction to doctoral studies (4 ECTS)*
- *TTKJ163 Academic writing and publishing (4–6 ECTS)*
- *TTKJ157 Work and Career in Business Schools (6 ECTS)*

KATAJA

- *Participation in a tutorial of management and leadership*
- *Advanced doctoral course on case studies in business and management research*
- *Qualitative Methods in Business Research*
- *Quantitative Approaches to Business Research*

IHME

- *IHMJ101 Theory of Science (3–5 ECTS, compulsory)*
- *IHMJ301 Qualitative Research (3 ECTS)*
- *IHMJ103 Research Ethics (2–5 ECTS)*
- *IHMJ303 Narrative Methods (3 ECTS)*

Also courses organised by other higher education institutions (e.g. NordPlus Napo, EIASM, NFF, etc.) can be included in the doctoral degree as agreed upon with the supervisor.

Other studies

Doctoral degree can also include studies in communications, psychology, sociology, and philosophy. Also study modules in marketing and accounting are recommendable.

As stated in the JSBE Doctoral Study Guide, the following can be included in the studies: a) advanced and intermediate studies not included in the minimum requirements for the previous degrees, b) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, c) higher education pedagogy studies, or d) credits earned from work that must be based on demanding work other than preparing the dissertation itself (i.e. teaching, research, participation in departmental or university development, work outside of the University).

Instructions on supplementary studies to attain eligibility for doctoral studies in management and leadership

The contents of supplementary studies for attaining eligibility for doctoral studies in management and leadership are defined individually for each student in the personal study plan (PSP) on the basis of the recommendations by the supervisor-in-charge and the head of the discipline. In case the previous degree is a Master in a neighbouring field, such as another business discipline, economics, administrative data processing, or information systems science, then typically the advanced (i.e. master-level) studies in management and leadership, excluding Master's thesis, are required as supplementary studies. In case the previous degree is a Master from some other field, such as some other social science or natural sciences, then typically the advanced (i.e. master-level) studies in management and leadership, excluding Master's thesis, as well as two optional advanced level study modules in management and leadership are required as supplementary studies.

In case the previous degree is not a master-level degree from a Finnish higher education institution or clearly equivalent, the supplementary studies for attaining eligibility for doctoral studies will be

defined individually, based on a statement from the discipline, before the applicant in question is admitted as a doctoral student.

3. Corporate Environmental Management

The doctoral degree consists of dissertation and research seminar, and other studies (60 ECTS), which are divided into discipline specific skills (30–45 ECTS) and transferable skills studies (15–30 ECTS). This chapter illustrates the kinds of studies that the doctoral degree can contain in the discipline of corporate environmental management.

Discipline specific skills (30–45 ECTS)

In the discipline of corporate environmental management, doctoral level courses are not organised by the faculty. As major subject studies, the student can complete courses offered by KATAJA (The Finnish doctoral program in business studies) and courses completed abroad from the course offer of e.g. universities, international doctoral programmes or doctoral consortiums (such as NFF and EIASM). In addition, master-level courses in corporate environmental management offered by the University of Jyväskylä, which have not been included in the student's Master's degree, can be included in the major subject studies.

The doctoral student shall give a presentation annually in a research seminar of the discipline. In addition to their own presentations, doctoral students are expected to actively participate in the research seminars where other doctoral students present their theses. It is also recommended to present one's research in national seminars and international conferences. The programme of the research seminars of corporate environmental management will be sent to all doctoral students by email.

The courses included in the major subject studies will be selected based on the student's previous studies and research topic. Some examples of recently organised courses and awarded credits include:

University of Jyväskylä

- *YLAS651 Social and Environmental Accounting (7 ECTS)*
- *CEMS340 Stakeholder management (6 ECTS)*
- *YMPJ201 RE1: Sustainable Biogas Production from Wastes and Energy Crops (2 ECTS)*
- *YMPA217 Energy and environment (4 ECTS)*
- *KEMV974 Biorefining for the Future (2 ECTS)*

KATAJA

- *Managerial Thinking and Organization Studies (7 ECTS)*

Transferable skills studies (15–30 ECTS)

Doctoral students of corporate environmental management must complete the course Theory of Science (IHMJ101, 3–5 ECTS) as well as other studies on research methods that support their research. These courses can be organised by JSBE Doctoral School, other units of the University of Jyväskylä (especially IHME and the University Language Centre), KATAJA; another university, international doctoral programme, or doctoral consortium (e.g. NFF, EIASM). In addition, studies in research ethics are recommended, such as the course IHMJ103 Research Ethics.

Some examples of recently organised courses and awarded credits include:

University of Jyväskylä

- *IHMJ101 Theory of Science (compulsory)*
- *IHMJ103 Research Ethics (2–5 ECTS)*

- *IHMJ301 Qualitative Research (3 ECTS)*
- *IHMJ226 Studying a Specific Statistical Method under Supervision*
- *IHMJ702 Concept - Researcher's Basic Tool (2–3 ECTS)*
- *IHMJ235 Creating and Testing a Survey Questionnaire (2 ECTS)*
- *IHMJ236 Analyzing and Reporting Survey Data (2 ECTS)*
- *IHMJ303 Narrative Methods (3 ECTS)*
- *TTKJ175 Case Study Methodology in Business Studies (2–3 ECTS)*

KATAJA

- *Advanced doctoral course on case studies in business and management research (6 ECTS)*
- *Qualitative Methods in Business Research (6 ECTS)*
- *Quantitative Approaches to Business Research (6 ECTS)*

Other studies

The doctoral student can select other studies so that they support the research topic.

As stated in the JSBE Doctoral Study Guide, the following can be included in the studies: a) advanced and intermediate studies not included in the minimum requirements for the previous degrees, b) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, c) higher education pedagogy studies, or d) credits earned from work that must be based on demanding work other than preparing the dissertation itself (i.e. teaching, research, participation in departmental or university development, work outside of the University).

Instructions on supplementary studies to attain eligibility for doctoral studies in corporate environmental management

The contents of supplementary studies for attaining eligibility for doctoral studies in corporate environmental management are defined individually for each student in the personal study plan (PSP) on the basis of the recommendations by the supervisor-in-charge and the head of the discipline. In case the previous degree is a Master in a neighbouring field, such as another business discipline, economics, administrative data processing, or information systems science, then typically the advanced (i.e. master-level) studies in the major discipline are required as supplementary studies. In case the previous degree is a Master from some other field, such as some other social science or natural sciences, then typically the advanced (i.e. master-level) studies in the major subject, as well as adequate studies in business, such as the Basic Business Studies module are required.

In case the previous degree is not a master-level degree from a Finnish higher education institution or clearly equivalent, the supplementary studies for attaining eligibility for doctoral studies will be defined individually, based on a statement from the discipline, before the applicant in question is admitted as a doctoral student.

4. Accounting

The doctoral degree consists of dissertation and research seminar, and other studies (60 ECTS), which are divided into discipline specific skills (30–45 ECTS) and transferable skills studies (15–30 ECTS). This chapter illustrates the kinds of studies that the doctoral degree can contain in the discipline of accounting.

Discipline specific skills (30–45 ECTS)

The doctoral student needs to complete the courses YLAJ2310 Theory and Research of Financial Accounting (6–8 ECTS) and YLAJ120 Theory and Research of Managerial Accounting (6–8 ECTS). These courses are compulsory in order to guarantee the sufficient extent of doctoral studies. In addition, doctoral students shall complete the YLAJ130, the content of which is individually designed for each student.

The courses YLAJ2310 and YLAJ120 can yield either 6 or 8 ECTS per course. When the extent is 6 ECTS, the completion of the course requires an essay written on the basis of the articles given in the course description. When the extent is 8 ECTS, the source literature of the essay should contain two dissertations, which will be chosen with the help of the professor in charge of the course, in addition to the articles.

In addition to the compulsory doctoral courses, students can choose courses to their major subject studies from KATAJA (The Finnish doctoral program in business studies, courses completed abroad, or master-level courses in accounting offered at JSBE, which the student has not included in his/her Master's degree. It is also possible to substitute a compulsory studies with an equivalent study module offered for example by EIASM, KATAJA, the University of Jyväskylä Graduate School or another university. The students are advised to discuss the selection of study modules with their supervisor.

The doctoral student shall give a presentation annually in a research seminar of the discipline.

- *YLAJ910 Doctoral Seminar (2 ECTS)*

In addition to their own presentations, doctoral students are expected to actively participate in the research seminars where other doctoral students present their work. It is also recommended to present one's research in national seminars and international conferences.

The programme of the research seminars of accounting will be published in Korppi. In addition, the programme will be sent to all doctoral students in accounting by email.

JSBE

- *YLAJ2310 Theory and Research of Financial Accounting (6–8 ECTS)*
- *YLAJ120 Theory and Research of Managerial Accounting (6–8 ECTS)*
- *YLAJ130 Specialization studies (1–8 ECTS)*
- *Preparing (a) scientific article(s) for a journal, 2 ECTS (only one study module)*

Courses of KATAJA, for example:

- *Research methods and methodology in management accounting*
- *Theories and research in management accounting*
- *Advanced financial statement analysis*

Courses of EIASM and EAA, for example:

- *EAA doctoral colloquium in accounting*

- *Eden doctoral seminar on quantitative empirical management accounting research*
- *Eden doctoral seminar on corporate governance*
- *Eden doctoral seminar on case based research in management accounting research*
- *Eden doctoral seminar on empirical financial accounting research.*

Transferable skills studies (15-30 ECTS)

Doctoral students of accounting must complete the course Theory of Science (IHMJ101, 5 ECTS) as well as one doctoral course in qualitative research methods and one doctoral course in quantitative research methods from the course offer of the University of Jyväskylä, KATAJA or EIASM. In addition, studies in research ethics are recommended, such as the course IHMJ103 Research Ethics.

JSBE

- *TTKJ162 Orientative course to research methods (4 ECTS)*
- *TTKJ161 Introduction to doctoral studies (4 ECTS)*
- *TTKJ163 Academic writing and publishing (6 ECTS)*
- *TTKJ157 Work and Career in Business Schools (6 ECTS)*

KATAJA

- *Participation in a tutorial of accounting (2 ECTS)*
- *Advanced doctoral course on case studies in business and management research (6 ECTS)*
- *Qualitative Methods in Business Research (6 ECTS)*
- *Quantitative Approaches to Business Research (6 ECTS)*

IHME

- *IHMJ101 Theory of Science (3–5 ECTS, compulsory)*
- *IHMJ301 Qualitative Research (3 ECTS)*
- *IHMJ103 Research Ethics (2–5 ECTS)*
- *IHMJ303 Narrative Methods (3 ECTS)*

Also courses organised by other higher education institutions (e.g. NordPlus Nabo, EIASM, NFF) can be included in the doctoral degree as agreed upon with the supervisor.

Other studies

As stated in the JSBE Doctoral Study Guide, the following can be included in the studies: a) advanced and intermediate studies not included in the minimum requirements for the previous degrees, b) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, c) higher education pedagogy studies, or d) credits earned from work that must be based on demanding work other than preparing the dissertation itself (i.e. teaching, research, participation in departmental or university development, work outside of the University).

Instructions on supplementary studies to attain eligibility for doctoral studies in accounting

The contents of supplementary studies for attaining eligibility for doctoral studies in accounting are defined individually for each student in the personal study plan (PSP) on the basis of the recommendations by the supervisor-in-charge and the head of the discipline. In case the previous degree is a Master in a neighbouring field, such as another business discipline, economics, administrative data processing, or information systems science, then typically the advanced (i.e.

master-level) studies in accounting, excluding Master's thesis, are required as supplementary studies. In case the previous degree is a Master from some other field, such as some other social science or natural sciences, then typically the advanced (i.e. master-level) studies in accounting, excluding Master's thesis, as well as other studies as agreed upon with the supervisor are required.

In case the previous degree is not a master-level degree from a Finnish higher education institution or clearly equivalent, the supplementary studies for attaining eligibility for doctoral studies will be defined individually, based on a statement from the discipline, before the applicant in question is admitted as a doctoral student.

5. Marketing

The doctoral degree consists of dissertation and research seminar, and other studies (60 ECTS), which are divided into discipline specific skills (30–45 ECTS) and transferable skills studies (15-30 ECTS). This chapter illustrates the kinds of studies that the doctoral degree can contain in the discipline of marketing.

Discipline specific skills (30–45 ECTS)

The aim of the major subject studies is to deepen the doctoral student's knowledge and skills both in general and in a specialised field (the field of the dissertation).

Examples of recently organised courses and awarded credits include:

- *JSBE's Doctoral seminar in marketing, 2 ECTS (compulsory)*

The doctoral student is expected to participate in the doctoral seminar in marketing, which is organised twice a year. During the dissertation process, the student is expected to give 1-2 presentations on his/her research.

- Master-level courses in marketing which have not been included in the Master's degree (4-6 ECTS)
- Preparing (a) scientific article(s) for a journal, 2 ECTS (only one study module)
- Courses of KATAJA, for example (the offer may vary from year to year):
 - *Contemporary branding, heritage and consumer-brand relationships (6 ECTS)*
 - *Digital marketing and social media (6 ECTS)*
 - *Theories and research in International and Global Marketing (6 ECTS)*
 - *Theories and research in International Business (6 ECTS)*
 - *Research traditions in International Sales Management (6 ECTS)*
 - *Research traditions in Marketing (6 ECTS)*
 - *Theories and research in international purchasing and supply management (6 ECTS)*
- Courses of EIASM, for example (the offer may vary from year to year):
 - *EDEN doctoral seminar on building models for marketing decisions (4 ECTS)*
 - *EDEN doctoral seminar on how to design your PHD (4 ECTS)*

Also courses organised by other higher education institutions (e.g. NordPlus, NFF, EBEN) can be included in the doctoral degree as agreed upon with the supervisor.

Transferable skills studies (15-30 ECTS)

The aim of the studies on research methods is to deepen the doctoral student's methodological skills to a level expected in writing a dissertation. In selecting the study modules, the students should focus on courses of qualitative and/or quantitative research methods, mainly from the University of Jyväskylä, KATAJA or EIASM, which support their dissertation work.

The student selects the required amount of ECTS credits for example from the following courses. Please note however, that the selection of courses on offer may vary from year to year. The supervisor guides the doctoral student in selecting suitable courses. The course Theory of Science (IHMJ101, 3–5 ECTS) must be included in the studies on research methods.

Some examples of recently organised courses and awarded credits include:

University of Jyväskylä

- *TTKJ162 Orientative course to research methods (4 ECTS)*
- *TTKJ161 Introduction to doctoral studies (4 ECTS)*
- *TTKJ163 Academic writing and publishing (4–6 ECTS)*
- *TTKJ180 Current topics in business and economics (4 ECTS)*
- *TTKJ157 Work and Career in Business Schools (6 ECTS)*
- *IHMJ101 Theory of Science (3-5 ECTS)*
- *IHMJ301 Qualitative Research (3 ECTS)*
- *IHMJ103 Research Ethics (2–5 ECTS)*
- *IHMJ303 Narrative Methods (3 ECTS)*
- *IHMJ214 Introduction to Regression Modelling (3–5 ECTS)*
- *IHMJ233 Defining and Operationalizing Concepts: Survey as a Mode of Measuring (2 ECTS)*
- *IHMJ235 Creating and Testing a Survey Questionnaire and Implementing a Survey (2 ECTS)*
- *XENA004 Citation and Referencing (2 ECTS)*
- *XENA006 Qualitative Writing (2 ECTS)*
- *Other study modules organised by the University Language Centre (á 2 ECTS)*

KATAJA

- *Presenting the dissertation research / research proposal in a national tutorial of marketing (2 ECTS)*
- *Advanced doctoral course on case studies in business and management research (6 ECTS)*
- *Quantitative Approaches to Business Research (6 ECTS)*
- *Measurement Modelling and Structural Equation Modelling with LISREL (5 ECTS)*
- *Methods and Methodology in Cross Cultural Research (6 ECTS)*

EIASM

- *EDEN doctoral seminar on qualitative methods in business research (in cooperation with KATAJA, 6 ECTS)*
- *EDEN doctoral seminar on research methods in marketing and management (4 ECTS)*

Also courses organised by other higher education institutions (e.g. PLS seminar: <http://www.plsschool.com/>) can be included in the doctoral degree as agreed upon with the supervisor.

Other studies

With the help of the supervisor, the student can choose courses for example from the following fields: communications, psychology, education (especially studies in pedagogy) sports sciences, information systems science, management and leadership, accounting, strategy and entrepreneurship, and corporate environmental management.

As stated in the JSBE Doctoral Study Guide, the following can be included in the studies: a) advanced and intermediate studies not included in the minimum requirements for the previous degrees, b) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, c) higher education pedagogy studies, or d) credits earned from work that must be based on demanding work other than preparing the dissertation itself

(i.e. teaching, research, participation in departmental or university development, work outside of the University).

Instructions on supplementary studies to attain eligibility for doctoral studies in marketing

The contents of supplementary studies for attaining eligibility for doctoral studies in marketing are defined individually for each student in the personal study plan (PSP) on the basis of the recommendations by the supervisor-in-charge and the head of the discipline. In case the previous degree is a Master in a neighbouring field, such as another business discipline, economics, administrative data processing, or information systems science, then typically the advanced (i.e. master-level) studies in the major discipline are required as supplementary studies. In case the previous degree is a Master from some other field, such as some other social science or natural sciences, then typically the advanced (i.e. master-level) studies in the major subject, as well as adequate studies in business, such as the Basic Business Studies module are required.

In case the previous degree is not a master-level degree from a Finnish higher education institution or clearly equivalent, the supplementary studies for attaining eligibility for doctoral studies will be defined individually, based on a statement from the discipline, before the applicant in question is admitted as a doctoral student.

6. Strategy and Entrepreneurship

The doctoral degree consists of dissertation and research seminar, and other studies (60 ECTS), which are divided into discipline specific skills (30–45 ECTS) and Transferable skills studies (15–30 ECTS). This chapter illustrates the kinds of studies that the doctoral degree can contain in the discipline of strategy and entrepreneurship.

Discipline specific skills (30–45 ECTS)

The key purpose of research in strategy and entrepreneurship is to produce new scientific knowledge on the activities and processes of business and target-oriented corporate governance in the prevailing operational environment and in the premises of available resources and external limitation. The research in strategy and entrepreneurship is open to multidisciplinary cooperation and gives the opportunity to specialize in different components of a vast field of theory. Regardless of the research topic chosen by the doctoral student, a key factor should be that the student wants to conduct high-quality academic research. This is the basis for an academic or more practically-oriented career after graduation.

For the major subject studies in strategy and entrepreneurship, it is recommendable to choose courses which closely support the topic of the dissertation. The student can choose master-level courses related to strategy, international business, entrepreneurship and organizational theory as major subject studies, if the same courses have not been included in the previous degree. In addition, students can complete courses by writing essays on the classic and modern research in their topic based on literature defined by the supervisor-in-charge.

Doctoral students must actively participate in the research seminar of the discipline by resenting and commenting on research papers. It is recommendable to participate in the most important international research conferences (especially Academy of Management).

Students are advised to choose courses organised by KATAJA, EIASM and NFF in their major subject studies. Especially EIASM organises several suitable courses annually. Also courses organised by other universities can be included in the major subject studies, if agreed upon with the supervisor. All choices related to doctoral studies must be discussed with the supervisor-in-charge. Substituting study modules is also agreed upon with the supervisor.

Examples of recently organised courses and awarded credits include:

KATAJA

- *Managerial Thinking and Organization Studies (7 ECTS)*
- *Organization Theory (6 ECTS)*
- *Theories and Research in International Business (6 ECTS)*

EIASM (some of these courses are also offered by KATAJA)

- *Doctoral seminar in organization design (EDEN) 4 ECTS*
- *International Mergers and Acquisitions*
- *Corporate Governance (6 ECTS)*
- *CSR and Politics (6 ECTS)*
- *Social Network Analysis: Theory and Methods (4 ECTS)*
- *Top Management Teams, Business Strategy and Organization (4 ECTS)*

- *Advanced Strategic Management (4 ECTS)*
- *Innovation Management & Economics: Theories, Methods, Empirical Evidence And Policy Challenges (4 ECTS)*
- *Methods and Techniques in Entrepreneurship & Innovation (4 ECTS)*
- *Entrepreneurship: Current Themes and Research (6 ECTS)*
- *Summer School in Technology Management (4 ECTS)*

Transferable skills studies (15-30 ECTS)

The doctoral student must show strong methodological know-how in the field of his/her research. In selecting the study modules on research methods, the students should focus on courses of qualitative and/or quantitative research methods, mainly from the offer of the University of Jyväskylä, KATAJA or EIASM, which support their dissertation work.

The course Theory of Science (IHMJ101, 3–5 ECTS) must be included in the studies on research methods. In addition, studies in research ethics are recommended, such as the course IHMJ103 Research Ethics.

Examples of courses organised in recent years:

University of Jyväskylä

- *TTKJ161 Introduction to doctoral studies (4 ECTS)*
- *TTKJ162 Orientative course to research methods (4 ECTS)*
- *TTKJ163 Academic writing and publishing (4–6 ECTS)*
- *TTKJ157 Work and Career in Business Schools (6 ECTS)*
- *IHMJ101 Theory of Science (3-5 ECTS)*
- *IHMJ301 Qualitative Research (3 ECTS)*
- *IHMJ103 Research Ethics (2-5 ECTS)*
- *IHMJ303 Narrative methods (3 ECTS)*
- *IHMJ214 Introduction to Regression Modelling (3–5 ECTS)*
- *IHMJ233 Defining and Operationalizing Concepts: Survey as a Mode of Measuring (2 ECTS)*
- *IHMJ235 Creating and Testing a Survey Questionnaire and Implementing a Survey (2 ECTS)*
- *JYU Staff and faculty training*
(https://www.jyu.fi/henkilosto/henkilostokoulutus/koulutukset_kaikki)
- *GSD001 Grant researchers' afternoon (0 ECTS)*
- *GSD003 Planning, Managing and Completing your Doctoral Thesis (0 ECTS)*
- *ITPTUTK3 ATLAS.ti laadullisen aineiston analyysissa (in Finnish; 0 ECTS)*

KATAJA

- *Advanced doctoral course on case studies in business and management research (6 ECTS)*
- *Qualitative Methods in Business Research (6 ECTS)*
- *Quantitative Approaches to Business Research (6 ECTS)*

Other studies

Students can also choose courses that touch upon the research area of strategy and entrepreneurship. Such courses can be found for example from the fields of organizational research, economics, sociology, history and psychology.

As stated in the JSBE Doctoral Study Guide, the following can be included in the studies: a) advanced and intermediate studies not included in the minimum requirements for the previous degrees, b) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, c) higher education pedagogy studies, or d) credits earned from work that must be based on demanding work other than preparing the dissertation itself (i.e. teaching, research, participation in departmental or university development, work outside of the University).

Instructions on supplementary studies to attain eligibility for doctoral studies in entrepreneurship

The contents of supplementary studies for attaining eligibility for doctoral studies in strategy and entrepreneurship are defined individually for each student in the personal study plan (PSP) on the basis of the recommendations by the supervisor-in-charge and the head of the discipline. In case the previous degree is a Master in a neighbouring field, such as another business discipline, economics, administrative data processing, or information systems science, then typically the advanced (i.e. master-level) studies in the major discipline are required as supplementary studies. In case the previous degree is a Master from some other field, such as some other social science or natural sciences, then typically the advanced (i.e. master-level) studies in the major subject, as well as other studies as agreed upon with the supervisor are required.

In case the previous degree is not a master-level degree from a Finnish higher education institution or clearly equivalent, the supplementary studies for attaining eligibility for doctoral studies will be defined individually, based on a statement from the discipline, before the applicant in question is admitted as a doctoral student.

7. Corporate Communication

The doctoral degree consists of dissertation and research seminar, and other studies (60 ECTS), which are divided into discipline specific skills (30–45 ECTS) and Transferable skills studies (15–30 ECTS). This chapter illustrates the kinds of studies that the doctoral degree can contain in the discipline of corporate communication.

Discipline specific skills (30–45 ECTS)

The aim of the major subject studies is to deepen the doctoral student's knowledge and skills both in general and in a specialised field (the field of the dissertation).

- *Doctoral Thesis Seminar in Corporate Communication or equivalent (compulsory)*

The doctoral student is expected to participate in the doctoral seminar, which is organised twice a year. During the dissertation process, the student is expected to give 1-2 presentations on his/her research in the discipline's seminar or some other research seminar of JSBE. In addition, it is recommended that the doctoral student actively participates in national seminars and international conferences.

- Master-level discipline courses which have not been included in the Master's degree (4-6 ECTS)
- Preparing (a) scientific article(s) for a journal, 2 ECTS (only one study module)
- *Stakeholder Thinking and Communication Studies (compulsory, KATAJA, 7 ECTS)*

According to the wishes of the doctoral student and supervisor, for example the following completion modes can be chosen:

- A reading package of 6 ECTS per field of specialization; (e.g. digital communication, strategy and development of the profession, organizational crisis communication). The module is completed by reading 3–4 books or article collections and writing e.g. approximately 7–10 pages long essay that synthesizes the content. Supervisor-in-charge is the examiner for the module. Several modules can be completed from different themes.
- An advanced studies course in another JSBE area, which is relevant for the topic of the dissertation and has not been included in the master's degree, 6 ECTS.
- Courses of KATAJA (The Finnish doctoral program in business studies). Courses in the following fields are recommended:
 - Leadership and CSR
 - Strategy making
 - Digital marketing and social media
 - Branding and consumer-brand relationships.

Also courses organised by other higher education institutions (e.g. NordPlus, EIASM, NFF, EBEN) can be included in the doctoral degree as agreed upon with the supervisor.

Transferable skills studies (15-30 ECTS)

The aim of the studies on research methods is to deepen the doctoral student's methodological skills to a level expected in writing a dissertation. In selecting the study modules, the students should focus on courses of qualitative and/or quantitative research methods, mainly from the University of Jyväskylä, KATAJA or EIASM, which support their dissertation work.

The student selects the required amount of ECTS credits in contact with the supervisor who guides the doctoral student in selecting suitable courses. Please note, that the selection of courses on offer may vary from year to year. The course Theory of Science (IHMJ101, 3–5 ECTS) must be included in the studies on research methods. The course Research Ethics (IHMJ103, 2–5 ECTS) is highly recommended.

Some examples of organised courses and awarded credits include:

University of Jyväskylä

- *TTKJ162 Orientative course to research methods (4 ECTS)*
- *TTKJ161 Introduction to doctoral studies (4 ECTS)*
- *TTKJ163 Academic writing and publishing (4–6 ECTS)*
- *TTKJ157 Work and Career in Business Schools (6 ECTS)*
- *IHMJ101 Theory of Science (3–5 ECTS, compulsory)*
- *IHMJ301 Qualitative Research (3 ECTS)*
- *IHMJ103 Research Ethics (2–5 ECTS, highly recommended)*
- *IHMJ303 Narrative Methods (3 ECTS)*
- *IHMJ103 Research Ethics (2–5 ECTS)*
- *XENA004 Citation and Referencing (2 ECTS)*

KATAJA

- *Advanced doctoral course on case studies in business and management research (6 ECTS)*
- *Qualitative Methods in Business Research (6 ECTS)*
- *Quantitative Approaches to Business Research (6 ECTS).*

Also courses organised by other higher education institutions (e.g. NordPlus Napo, EIASM, NFF, etc.) can be included in the doctoral degree as agreed upon with the supervisor.

Other studies

Studies can also include course in sociology, psychology, education and information systems. Also study modules in marketing, and management and leadership are recommendable.

As stated in the JSBE Doctoral Study Guide, the following can be included in the studies: a) advanced and intermediate studies not included in the minimum requirements for the previous degrees, b) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, c) higher education pedagogy studies, or d) credits earned from work that must be based on demanding work other than preparing the dissertation itself (i.e. teaching, research, participation in departmental or university development, work outside of the University).

Instructions on supplementary studies to attain eligibility for doctoral studies in management and leadership

The contents of supplementary studies for attaining eligibility for doctoral studies in management and leadership are defined individually for each student in the personal study plan (PSP) on the basis of the recommendations by the supervisor-in-charge and the head of the discipline. In case the previous degree is a Master in a neighbouring field, such as another business discipline, economics, administrative data processing, or information systems science, then typically the advanced (i.e. master-level) studies in the major discipline, excluding Master's thesis, are required as supplementary studies. In case the previous degree is a Master from some other field, such as some other social science or natural sciences, then typically the advanced (i.e. master-level) studies in the

major discipline, excluding Master's thesis, as well as adequate studies in business, such as the Basic Business Studies module are required as supplementary studies.

In case the previous degree is not a master-level degree from a Finnish higher education institution or clearly equivalent, the supplementary studies for attaining eligibility for doctoral studies will be defined individually, based on a statement from the discipline, before the applicant in question is admitted as a doctoral student.

Appendix II: Examples / recommendations for the extent of certain study modules

The credit points are issued by the supervisor in charge of the doctoral dissertation.

- Scientific conference presentation in an international conference and submitting a learning diary to the supervisor-in-charge => 2 ECTS (max. 4 ECTS in a degree)
- Scientific conference presentation in a national conference and submitting a learning diary to the supervisor-in-charge => 1 ECTS (max. 2 ECTS in a degree)
- Participation in a scientific conference without giving a presentation and submitting a learning diary to the supervisor-in-charge => 0,5 ECTS (max. 1 ECTS in a degree)
- Attending a doctoral course in a university or doctoral programme abroad (with no exam) and writing a report on it => 1-6 ECTS, depending on the duration of the course and the nature of the completion mode
- Credits earned from work that must be based on demanding work other than preparing the dissertation itself (i.e. teaching, research, participation in departmental or university development, work outside of the University) as follows:
 - Research visit to a university abroad and submitting a learning diary to the supervisor-in-charge, 1 ECTS per month => max 3 ECTS
 - Working as a Project Researcher / Research Assistant in a research area directly linked to the student's dissertation => max 3 ECTS
 - Preparing for and participating in the application process of new research projects => max 3 ECTS
 - Participating in teaching on areas related to the theme of the dissertation, for example teaching on master level about research methods. => max 6 ECTS
 - Supervising theses e.g. bachelor's or master's theses (typically assisting the main supervisor) => max 10 ECTS