



Department of Communication
Subject Syllabus

Subject Code : IKB13

Subject Title : Seminar of Research Proposal

Subject Specification : For students in Communication and Business Faculty

Subject Specification : Introduction to Statistics, M.C.R. I – Quantitative, M.C.R. II – Qualitative

Subject Overview : This subject is given to all majors in LSPR as an introductory for Thesis-No thesis writing in final Semester. Students will explore topics, themes, and problems in communication areas to plan a research or project that will be presented in Proposal and oral Defense.

Course Objectives :
Students are well expected comprehend on following matters after successfully fulfilling this subject:

1. Addressing Thesis/Non-Thesis topic and research questions
2. Synthesizing communication theory and concept by Literature Review
3. Demonstrate the methodology (either quantitative or qualitative) to solve the communication problems
4. Presenting the research proposal through the panelists and class
5. Employing ethical research (citations and references according to APA style)

Course Method : The Subject consists of lectures, discussions, and presentation. It is expected that every student will regularly attend classes and participate the lectures.

Learning Outcome (Competence) :

- Knowledge : 40 %
- Skill : 35 %
- Attitude : 25 %

Course content :

Week	Topic
1	Introduction
2	Proposal Chapter 1
3	Proposal Chapter 2

4	Proposal Chapter 3
5	Public Speaking and Presentation Skill
6	Public Speaking and Presentation Skill
7	Chapter 4 & Chapter 5, MidTerm and Proposal Defense Preparation
Mid Examination	
8	Proposal Defense
9	Proposal Defense
10	Proposal Defense
11	Proposal Defense
12	Proposal Defense
13	Proposal Defense
14	Proposal Defense
Final Examination	

Grading System

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In the Letter Grade System, the quantitative grades mean:

Grade	Symbol	Conversion Value
90 – 100	A	4.0
85 – 89.99	A-	3.7
80 – 84.99	B+	3.3
75 – 79.99	B	3.0
70 – 74.99	B-	2.7
65 – 69.99	C+	2.3
60 – 64.99	C	2.0
50 – 59.99	C-	1.7
40 – 49.99	D	1.0
< 40	E	0

The student Grade Point Average (GPA) is organized into the following categories:

GPA of 0.00 – 1.99 = Fail

GPA of 2.00 – 2.49 = Pass

GPA of 2.50 – 2.99 = Credit

GPA of 3.00 – 3.49 = Merit

GPA of 3.50 – 4.00 = Distinction

Course Evaluation

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As a general rule, students are evaluated based on the following criteria:

Final Examinations	60%
Mid-term Examinations	30%
Attendance	10%
TOTAL	100%

Lecturers, however, have the option of requiring midterm and final papers in lieu of midterm and final examinations. They may likewise change the percentage (weight) for each of the

abovementioned items. The acceptable grade for LSPR Communication & Business Institute (S1) program is **70 and above**.

Scheme of Work :

Session	Title/Topic	Area Discussion	Activities
I	Introduction	1. Introduction to Scheme of work 2. Grading System 3. Class Rules 4. Research Ethics 5. Advisory Ethics	Lecturing Discussions Q&A
II	Chapter 1	1. Research problems 2. 7 traditions of communication 3. Background of research 4. Research titles 5. Citations	Lecturing Discussions Q&A
III	Chapter 2	1. Literature review 2. References (books and journals) 3. Theoretical framework 4. Previous research's contribution 5. Mind mapping	Lecturing Discussions Q&A
IV	Chapter 3	1. Research methodology 2. Informant and respondent procedures 3. Data collection method 4. Data analysis method 5. Data validation method 6. Thesis-Non thesis timeline 7. Non thesis' project steps 8. References/ bibliography	Lecturing Discussions Q&A
V	Public Speaking and Presentation Skill	1. Handling nervous 2. Presentation material 3. Visual aids 4. Thesis-Non-Thesis Defense Dress code	Lecturing Discussions Q&A
VI	Public Speaking and Presentation Skill	1. 1-2 minutes presentation for each students	Lecturing Discussions Q&A
VII	Chapter 4 & Chapter 5, MidTerm and Proposal Defense Preparation	1. Research findings examples 2. Research discussion 3. Project application 4. Research conclusion 5. Recommendations	Lecturing Discussions Q&A

6. Research outputs			
Midtest		Midterm materials; Students must submit Thesis/Non thesis proposal, Literature Review, Defense form, and copy of advisory form in 1 envelope	Submitting papers and forms
VIII	Proposal Defense	Each students present their proposal (chapter 1-3) to panel members and class	Individual Presentation
IX	Proposal Defense	Each students present their proposal (chapter 1-3) to panel members and class	Individual Presentation
X	Proposal Defense	Each students present their proposal (chapter 1-3) to panel members and class	Individual Presentation
XI	Proposal Defense	Each students present their proposal (chapter 1-3) to panel members and class	Individual Presentation
XII	Proposal Defense	Each students present their proposal (chapter 1-3) to panel members and class	Individual Presentation
XIII	Proposal Defense	Each students present their proposal (chapter 1-3) to panel members and class	Individual Presentation
XIV	Proposal Defense	Each students present their proposal (chapter 1-3) to panel members and class	Individual Presentation
UAS	Proposal Revised Submission		

Midterm Paper Guideline: Proposal from chapter 1 to 3

Final Paper Guideline: Proposal Defense

DISCLAIMER: This syllabus is tentative and may be subject to change if circumstances beyond my control require it.

References:

- Denzin, N. K and Lincoln, Y. S., (2000). Handbook of Qualitative Research. SAGE Publications
- Ledbetter, A., Griffin, E., and Sparks, G. (2014). A First Look at Communication Theory. McGraw-Hill Education
- Littlejohn, S.W., and Foss, K. A. (2010). Theories of Human Communication: Tenth Edition. Waveland Press
- Tim Thesis S1. (2023). PANDUAN PENULISAN SKRIPSI DAN NONSKRIPSI. LSPR Institute Communication and Business Jakarta

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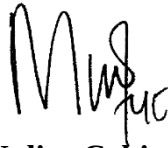
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