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The Use of Academic Research Databases

Academic text

- It presents findings to other researchers.
- It is not emotional.
- Nevertheless, it contains a **story**.
- The story describes your exploration of the topic, how you collected data or conducted experiments, and what your conclusions are.
- The story also facilitates the reading of your text, and perhaps will motivate the reader to cite your work or to follow up with his or her own research.
- In the research part, it summarizes what we know about the topic so far.
- It formulates questions and hypotheses.
- It describes your own findings and compares them to existing knowledge.
- It explains the methodology used, the collection of data and their analysis.
- It makes correct and ethical use of the findings and texts by other authors.

Scientific information at ECON MUNI

<https://www.econ.muni.cz/en/library>

Centre of Scientific Information



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Opening Hours

Monday – Thursday

8:00 am – 8:00 pm

Friday

8:00 am – 4:00 pm

Selected Saturdays

9:00 am – 1:00 pm

Saturdays opening hours

In the autumn 2022 semester, the library will be open on Saturdays from Sep 17 to Dec 17, except Saturdays Oct 1, Oct 29, Nov 5, and Nov 19, when there is no teaching.

What the library offers

Databases and subscriptions

Books, e-books, and e-magazines

Data

Magazines & newspapers

Help with academic writing

Study rooms

www.econ.muni.cz/library

Connection from Home (VPN)

<https://it.muni.cz/en/services/vpn>

Students might connect to the university network from home, from abroad, or from another university. Computer connected to VPN (Virtual Private Network) will behave in the exact way as it does when connected directly in the university network.

Recommended for frequent and intensive work with the resources.

Electronic Information Sources for Science, Research and Teaching are only available to employees and students of Masaryk University and solely for their academic needs.

Masaryk University library catalogue

katalog.muni.cz

Search for (English) books in MUNI library

- Some books are available via e-loan service (scanned book version)

You can ask the library to buy or scan a book on demand

Search all subscribed journals and books

discovery.muni.cz

- Search all subscribed journals, books,
- Search graduate theses and dissertations
- Search university books & acquired e-books
- Export quotations to different citation formats/managers
- Discovery search engine is similar to Google Scholar.

Electronic Information Sources (portal EIZ)

- <https://ezdroje.muni.cz/index.php?lang=en>
- List of available journals and books
- Browse sources by discipline
- List of resources at the Faculty

The most important publishers

Cambridge UP

Oxford UP

Springer

Taylor & Francis

John Wiley & sons

ProQuest

SAGE

De Gruyter

EBSCO

Elsevier

Publishers with bad reputation

MDPI (journal Sustainability)



sustainability

<https://beallslist.net/>



Data sources

OECD iLibrary

- Collection of OECD electronic resources
- International statistical indicators
- And some e-books & journals

Magazines & Newspapers

The Economist Historical Archive

- All content from 1843–2020
- Key economic indicators available
- Country & industry reports, supplements, and surveys

PressReader

- Newspapers and magazines from around the world
- 120 countries, 60 languages
- 3 months archive for the most titles

Literature study tips

- Notice all interesting items
 - Read abstract and research result
 - Write down 2–3 sentences describing the paper
 - Use a citation manager like [Citace PRO](#), [Zotero](#)
- Be disciplined
 - Evaluate the quality of publications (journals)
 - Stop reading when you're supposed to start writing
 - Cite all the ideas taken

Effective Use Of Tables And Figures In Academic Writing

Figures and tables

- powerful communication tools
- increase the interest of readers in your work
- efficiently present large amounts of complex information
- reduce the length of the text
- clear and well-organized visual elements speed up the comprehension and interpretation of the study's findings
- ...but poorly crafted tables and figures can confuse readers

Best practices

- Ensure that all your figures and tables are **self-explanatory**
 - Reader can understand tables and figures before reading the entire text
- Table and figure **titles** should describe the contents of the table/figure and should ideally draw the reader's attention
- Assign the numbers in the order in which each figure/table is first mentioned in the text
- Refer to all figures and tables in the text, but do not repeat details
 - YES: “Treatment was effective in 24% of the cases, as shown in Figure 1”
 - NO: “As Table 2 shows, 32% of the subjects chose Option 1, 12% chose Option 2, 10% chose Option 3, and 46% chose Option 4”
- Ensure **consistency** between details in a table and in the text
 - abbreviations, group names, terminology
- Write all values to the same number of decimal places

Well-designed figures

- Use numbering of graphs and tables according to chapters (e.g. Figure 2.3)
- Label all elements in the figure
- Specify units wherever quantities are listed
- Use a note at the bottom to explain the key message of figure (abbreviations)
- Ensure image clarity: check that labels are legible against the figure background; and ensure that images are sharp.
- Always indicate the source (e.g., author, own elaboration, Based on ...)
- Use software for drawing diagrams (Powerpoint, GeoGebra, InkSpace)
- Save nature - grey colour or raster instead of black.
- Do not use pie charts and 3D graphs.

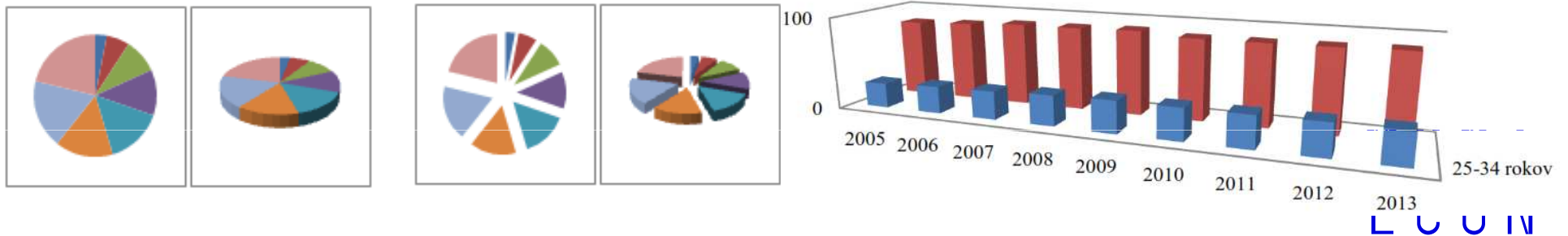
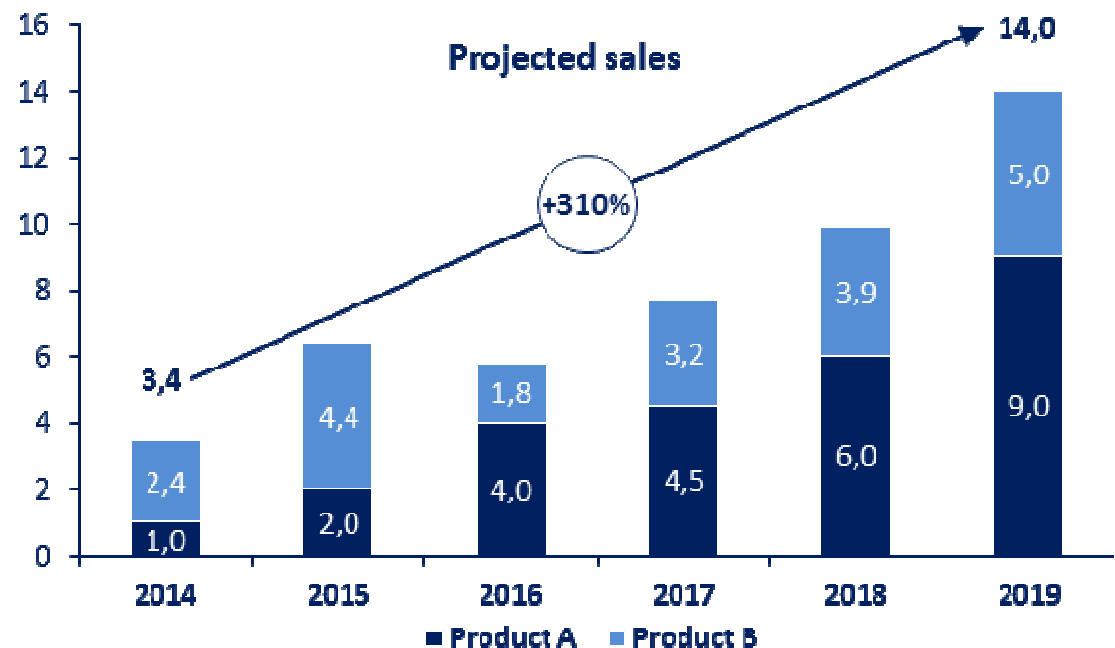


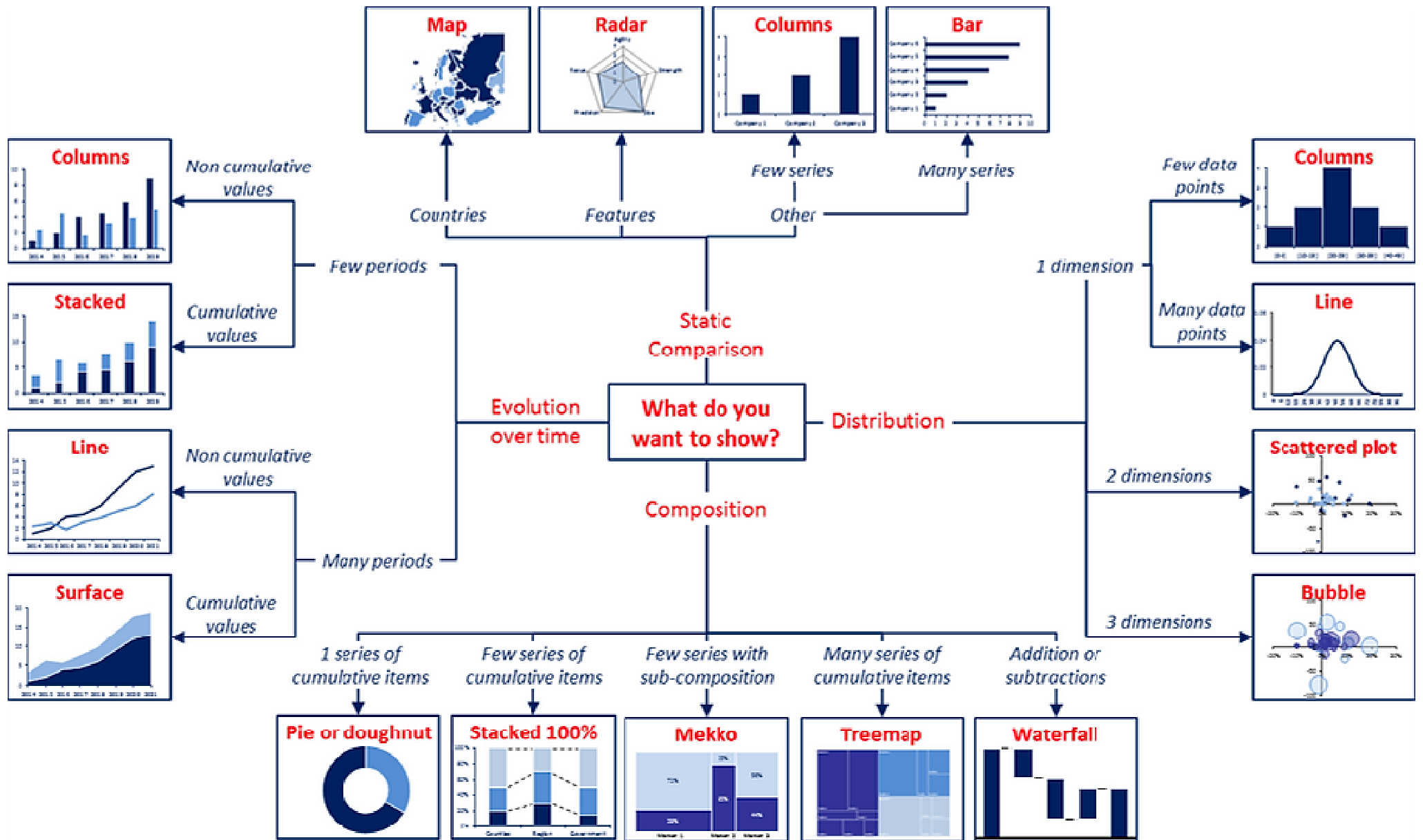
Table or Figure, which is easier to understand?

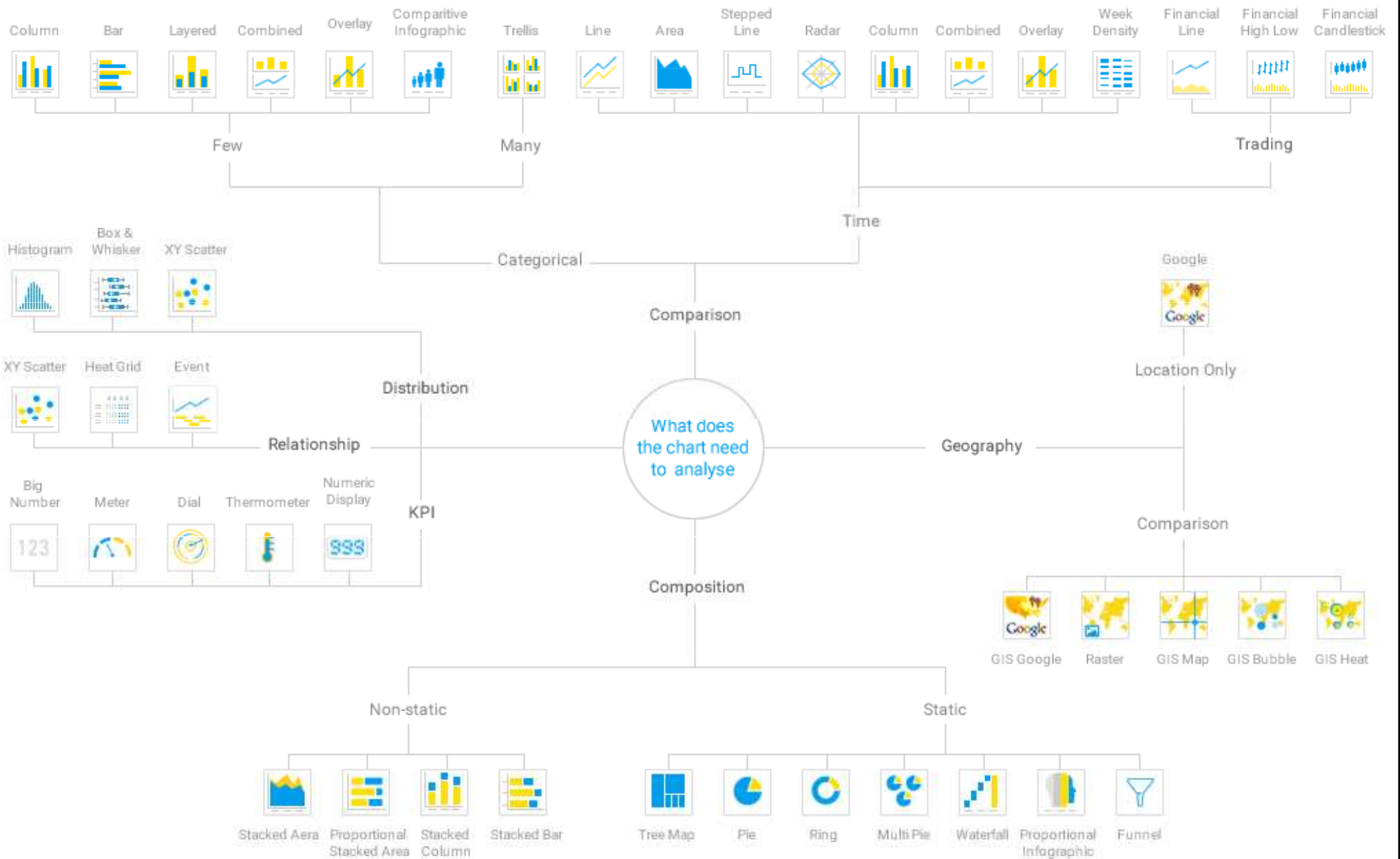
Projected sales

Year	Product A	Product B
2014	1,0	2,4
2015	2,0	4,4
2016	4,0	1,8
2017	4,5	3,2
2018	6,0	3,9
2019	9,0	5,0

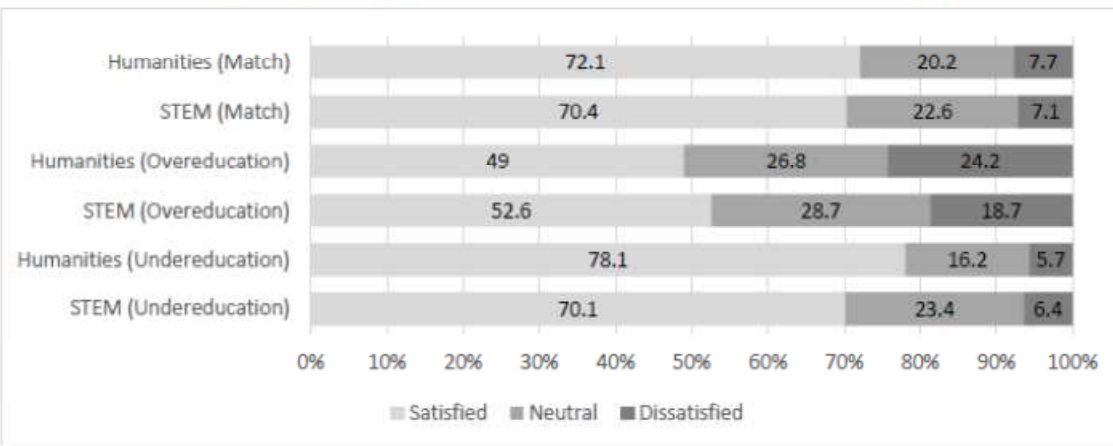


- Figures make your data easy to understand
- Figures quickly illustrate key trends and the orders of magnitude
- Choose an appropriate figure to make your data visual
- There is no one size fits all approach to visualize your data



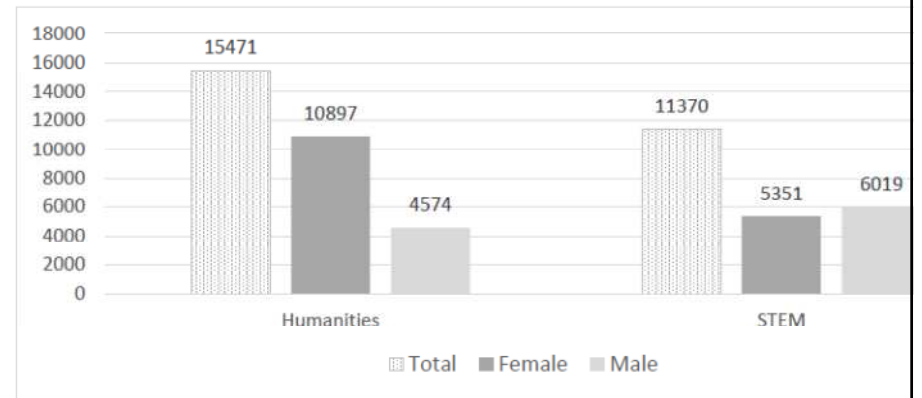


Graph 4.7 Job satisfaction distinguished by the study field and vertical mismatch



Source: Author

Graph 4.1 Humanities vs. STEM studies (gender aspect included)



Source: Author

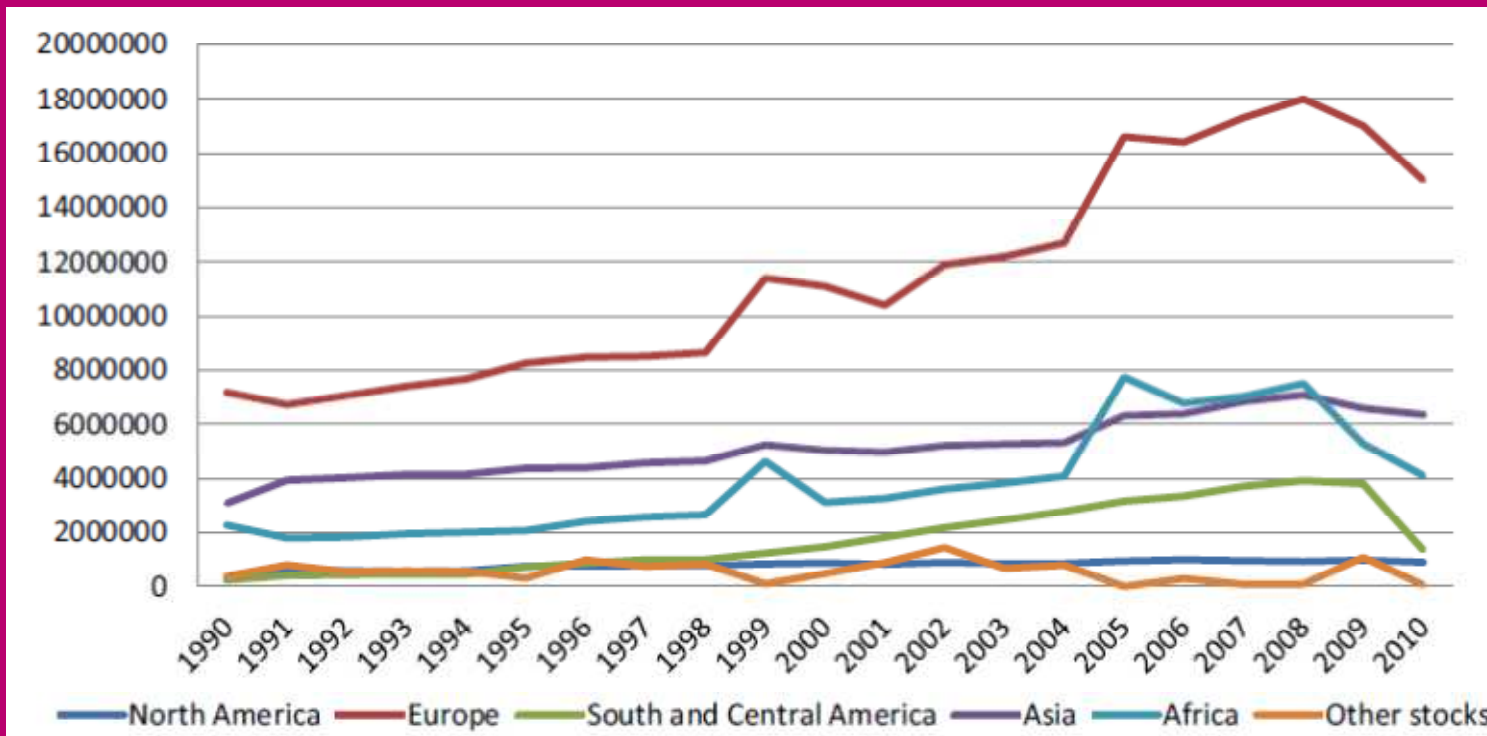
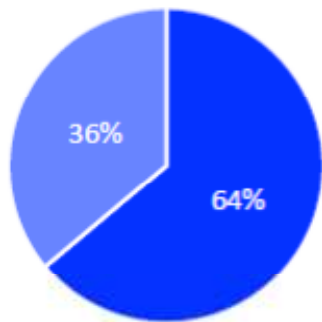
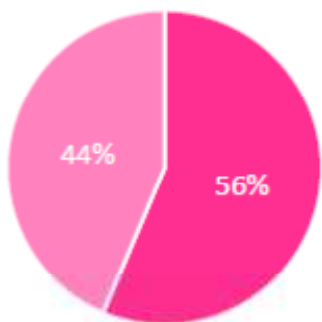


Fig. 3 Foreign population stocks living in EU27 destination countries by regions of origin, 1990–2010. Source: own calculations using collected migration flows and stock database by Pytlikova (2011)

Graf 7 Poměr pracovní aktivity u studia pro ESF, MU a MU dle oborů

Ekonomicke-správní fakulta

Masarykova univerzita

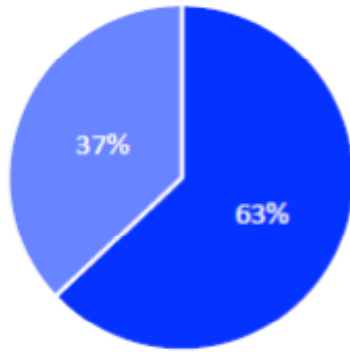
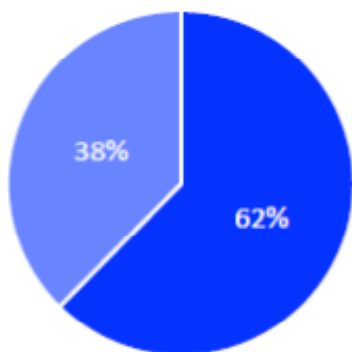


- Absolventi s pracovní zkušeností
- Absolventi bez pracovní zkušeností

- Absolventi s pracovní zkušeností
- Absolventi bez pracovní zkušeností

Masarykova univerzita
SVHUM obory

Masarykova univerzita
STEM obory



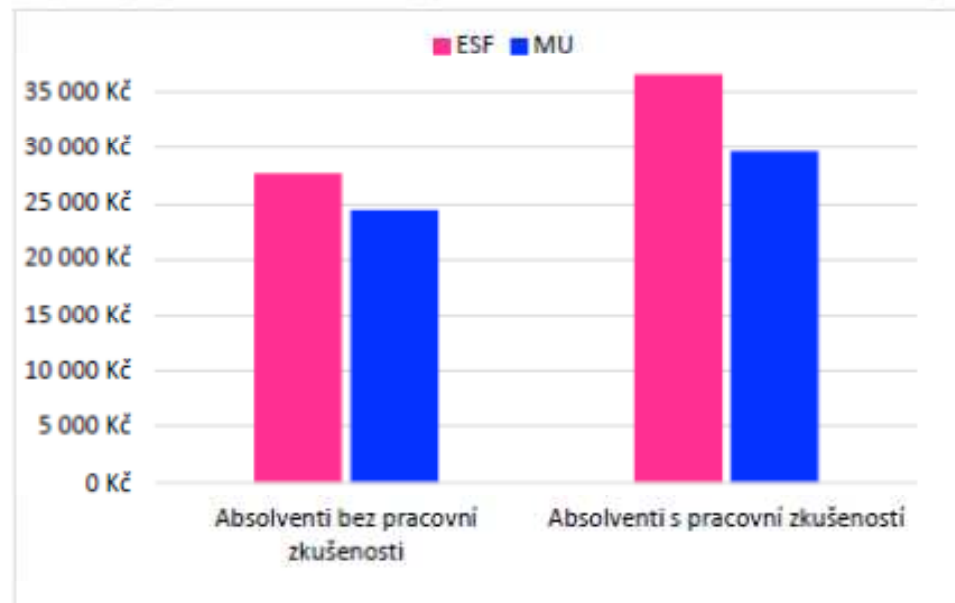
- Absolventi s pracovní zkušeností
- Absolventi bez pracovní zkušeností

- Absolventi s pracovní zkušeností
- Absolventi bez pracovní zkušeností

Zdroj: Vlastní zpracování

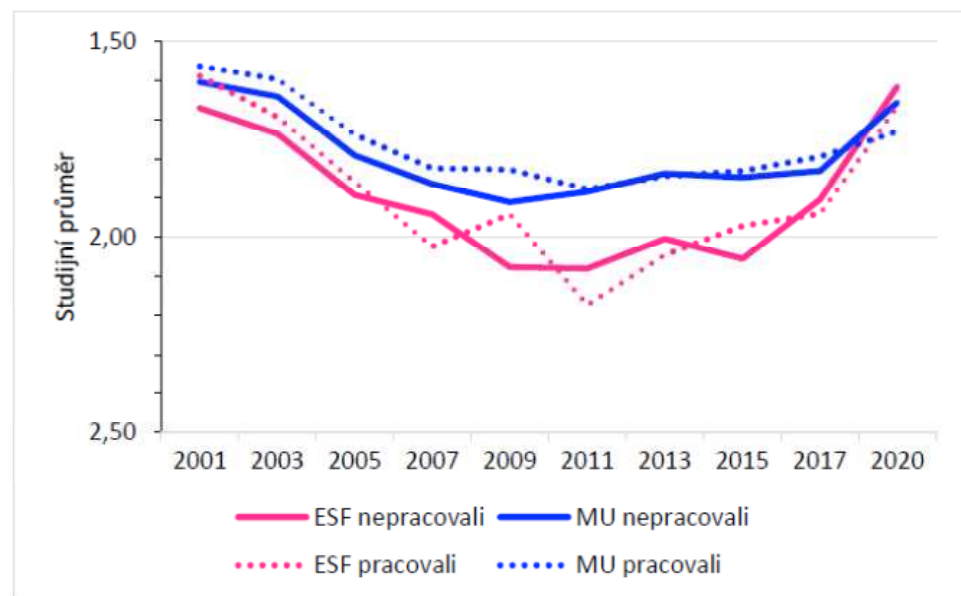
Graf 8 Přepočítaná mzda absolventů

(mzda přepočítaná na 40hodinový pracovní úvazek v cenové hladině roku 2020)



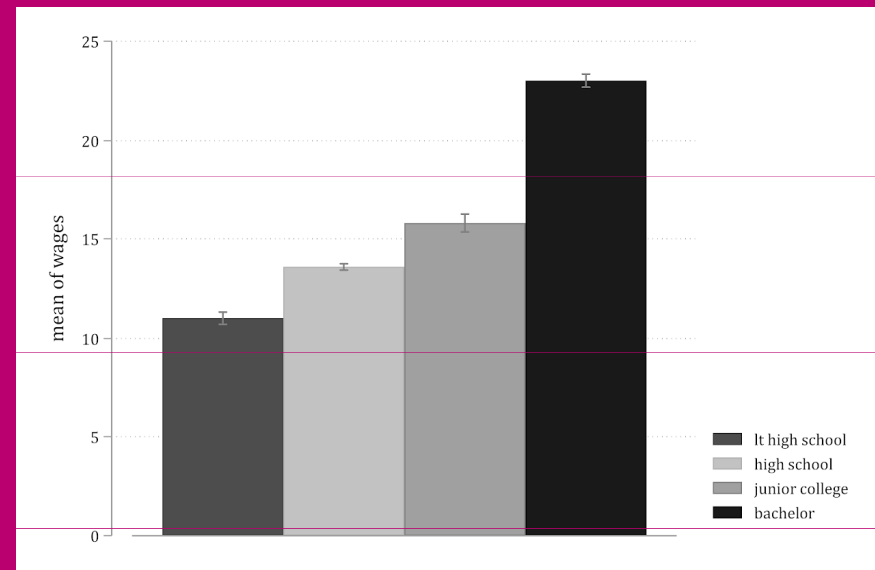
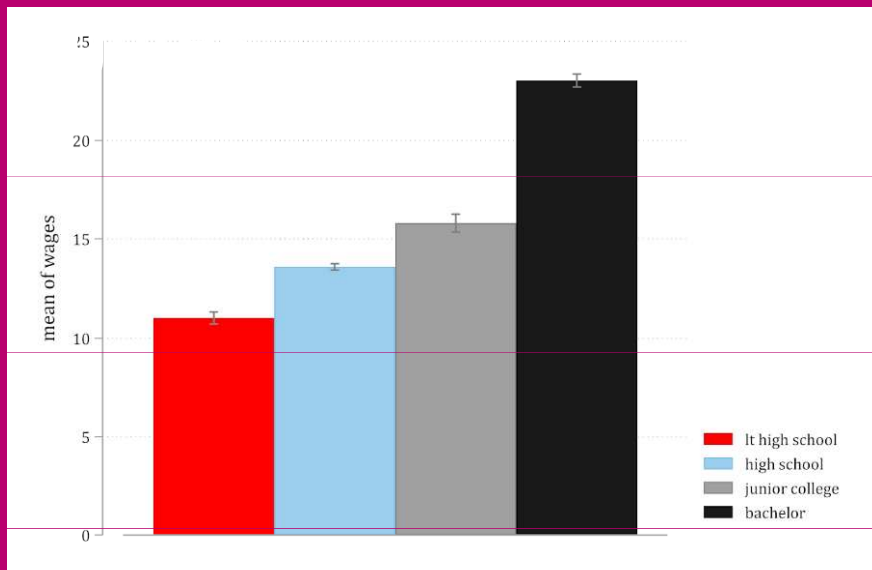
Zdroj: Vlastní zpracování

Graf 14 Vývoj přepočítaných studijních výsledků absolventů ESF a MU

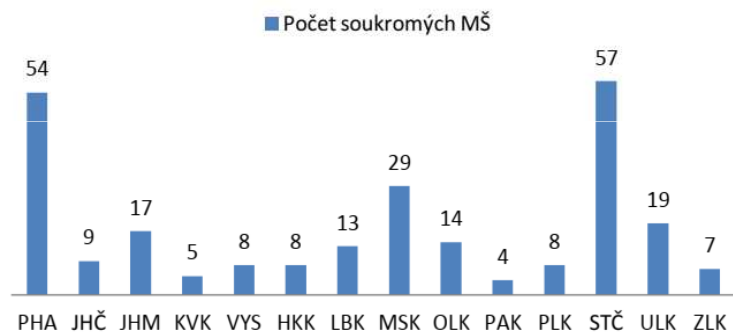


Zdroj: vlastní zpracování

The color and grayscale version of the same

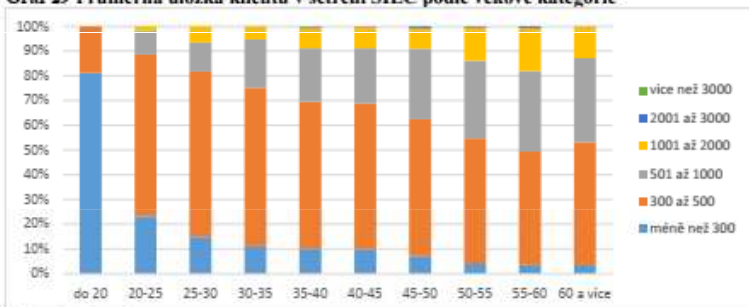


Graf 2.4: Počet soukromých rejstříkových MŠ dle krajů ČR



Zdroj: autor, rejstřík MŠMT

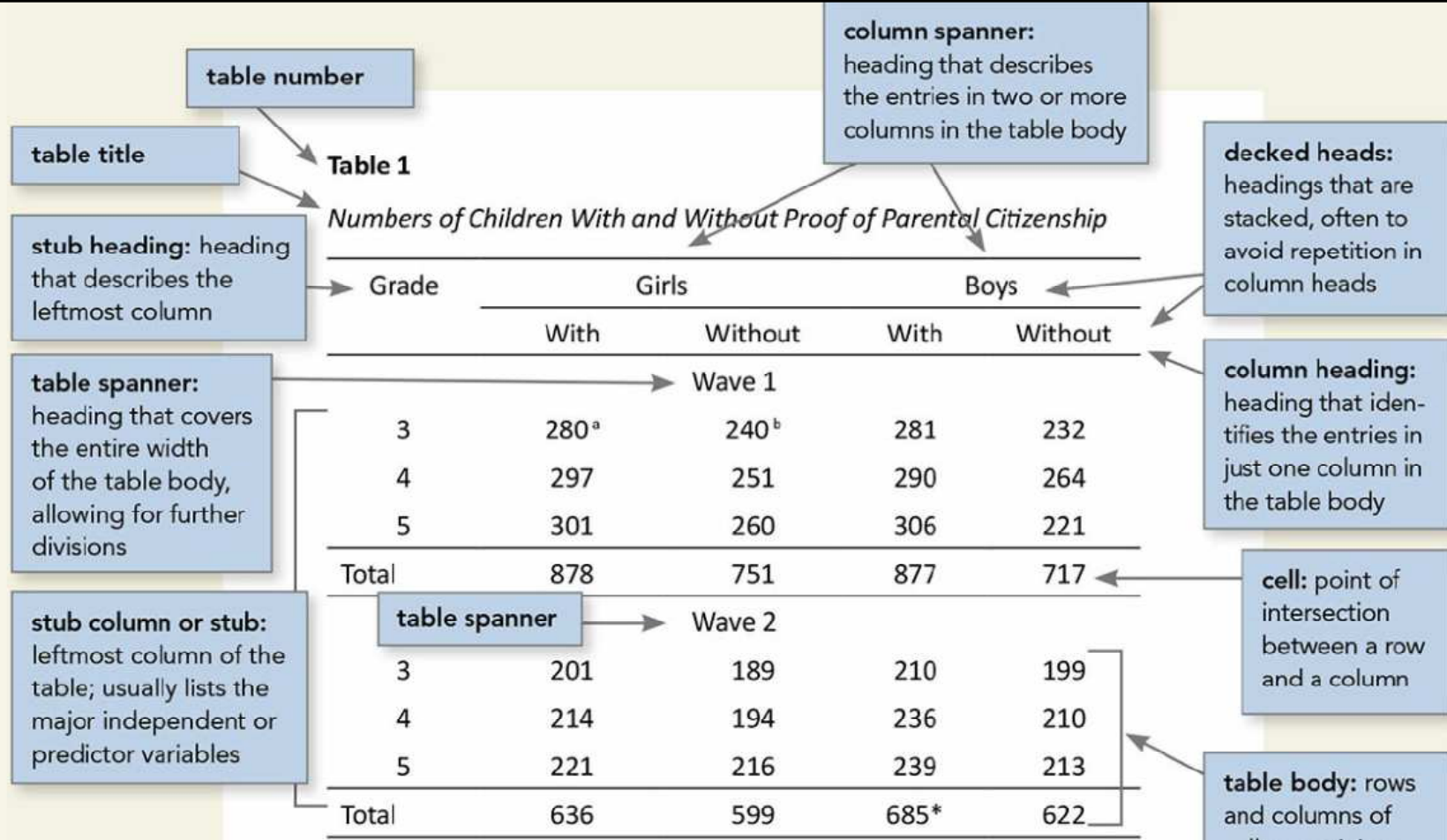
Graf 29 Průměrná úložka klientů v šetření SILC podle věkové kategorie



Zdroj: vlastní tvorba

Well-designed tables

- Present information in clear and appropriate categories and title columns/rows accurately and descriptively
- Consider the number of decimal places for numbers.
- Ensure sufficient spacing between columns and rows
- Limit the use of borders or lines in a table
- Use simple tables, single lines, avoid shading or multiple line types
- Do not use vertical borders, do not use borders around every cell
- Always cite the source of information
- Use table “Note” to explain general information, why a (e.g., ^a, ^b, ^c) abbreviations, or specific note indicated by superscript



Note. This table demonstrates the elements of a prototypical table. A *general note* to a table appears first and contains information needed to understand the table, including definitions of abbreviations (see Sections 7.14–7.15) and the copyright attribution for a reprinted or adapted table (see Section 7.7).

^a A *specific note* appears in a separate paragraph below the general note.

^b Subsequent specific notes follow in the same paragraph (see Section 7.14).

*A *probability note* (for *p* values) appears as a separate paragraph below any specific notes; subsequent probability notes follow in the same

Table 1

Educational and Occupational Distribution, Immigrants and Natives

Education	Advanced education	Intermediate education	Low education
Natives	0.509	0.318	0.172
Immigrants	0.423	0.393	0.183
Recent immigrants	0.304	0.551	0.145
Occupation	Skilled	Semiskilled	Unskilled
Natives	0.246	0.397	0.356
Immigrants	0.313	0.361	0.326
Recent immigrants	0.312	0.363	0.324

Source: British Labour Force Survey 2000.

Table 3

Age Distribution of Allocated Ethnic German Immigrants, 1996–2001

Age Group	SH	HA	LS	BR	NW	HE	RP	BW	BA	SA	SD	SD Resident Population
0–14	25.9	24.2	26.4	26.1	25.9	25.8	25.6	25.0	25.0	24.8	.7	1.2
15–24	18.7	19.7	19.2	18.9	19.3	18.6	19.1	18.9	19.0	18.9	.3	.3
25–34	15.3	15.0	14.9	15.3	14.9	15.3	15.0	14.8	14.9	15.3	.2	.7
35–44	18.2	17.8	18.0	17.5	17.7	17.8	17.4	17.8	17.7	17.9	.2	.5
45–55	9.1	10.1	8.8	9.2	9.0	8.9	9.7	9.5	9.5	9.8	.4	.6
55–64	6.4	7.1	6.6	6.8	6.6	6.7	6.6	7.0	7.2	7.0	.3	.4
>64	6.4	6.2	6.2	6.3	6.6	6.8	6.6	7.1	6.7	6.3	.3	.8

NOTE.—West Germany's 10 federal states are: Schleswig-Holstein (SH), Hamburg (HA), Lower Saxony (LS), Bremen (BR), North Rhine-Westphalia (NW), Hesse (HE), Rhineland-Palatinate (RP), Baden-Württemberg (BW), Bavaria (BA), and Saarland (SA).

Tab. 6: Vybrané náklady obcí ČR na OH (2014) (Kč/obyvatel/rok)

Velkost' obce	Triedený zber	Zmesový KO	Zberný dvor	Objemný odpad	Koše	Nebezpečný odpad	Celkom
do 500	174,7	516,6	128,4	61,9	18,0	35,5	900,5
501 - 1 000	148,7	511,3	105,9	58,8	13,2	27,0	860,8
1001 - 4000	138,7	485,7	121,1	66,7	19,9	20,4	836,8
4 001 - 10 000	145,4	492,2	102,1	76,5	41,4	18,1	906,7
10 001 - 20 000	129,3	501,7	114,5	74,8	50,9	20,5	982,0
20001 - 50000	134,8	489,0	100,6	86,0	47,5	19,9	953,9
50001 - 100 000	134,6	493,8	77,1	79,9	44,2	33,7	985,0
100 001 - 1 mil.	94,6	566,4	45,3	90,1	31,5	6,2	741,3
nad 1 mil.	263,2	655,3	55,3	72,8	39,1	4,6	1 018,2
Celkom	153,7	523,3	86,8	74,2	39,1	19,0	911,4

Zdroj: EKO-KOM, a.s., 2015

Tabulka 3.3.4 Dopad vdovských/vdoveckých důchodů na příjmovou chudobu, ukazatel AROP(60) v %

Tabulka	Ženy		muži		celkem	
	Ponechány	Vyloučeny	Ponechány	Vyloučeny	Ponechány	Vyloučeny
	Vdovské/vdovecké důchody		Vdovské/vdovecké důchody		Vdovské/vdovecké důchody	
0	11,5	11,6	9,4	9,4	10,4	10,5
1	7,9	7,9	3,8	3,8	5,9	5,9
2	11,3	48,4	6,0	20,7	10,3	43,4
3	16,1	16,3	12,7	13,0	14,4	14,6
5	6,9	6,9	0,0	0,0	4,1	4,1
6	6,4	17,0	0,0	3,7	4,6	13,3
7	11,6	11,6	0,0	0,0	10,6	10,6
Celkem	11,0	14,7	8,5	8,9	9,7	11,8

Zdroj dat: Vlastní výpočty na datech SILC 2015

Example of tables
from master theses

Tabulka 12 Přehled změn státní podpory od roku 1994 do roku 2017 pro úložky ve výši 100 Kč, 500 Kč, 1 500 Kč a 3 000 Kč

Období	Přímá podpora (v Kč)				Nepřímá podpora (v Kč)			
	100	500	1 500	3 000	100	500	1 500	3 000
1994-1998	40	120	120	120	0	0	0	0
1999	40	120	120	120	0	0	150	150
2000-2012	50	150	150	150	0	0	75	150
2013-2016	0	120	230	230	0	0	75	150
2017	0	120	230	230	0	0	75	300

Zdroj: vlastní tvorba, Poznámka: podmínky v období 2000-2012 platí pouze pro smlouvy založené od 1. 4. 2000

Referring to Tables and Figures in the Text

- In the text, refer to every table and figure by its number
- Do not write “the table above” (or “below”)
- Do not write “the figure on page 32.”
 - As shown in Table 1.1, the demographic characteristics . . .
 - Figure 2.1 shows the event-related potentials . . .
 - . . . of the results of the testing (see Table 3.3).
 - . . . of the comparisons (see Figures 4.2 and 4.3).
- Place a table or figure at the beginning/end of a page rather than in the middle
- Tables and figures that are not essential to the text may be placed in appendices
 - “see Table A1 in the Appendix”

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Some bad examples

vysoký. Ovšem v korelaci k ceně + inkaso v Kč/m² je korelační koeficient velmi blízko -1, což značí naopak téměř dokonalou nepřímou závislost.

Tabulka 11 – Korelační koeficienty hluku shlukové analýzy – pronájem

Velikost bytu	Hluk	Výsledky korelační analýzy			
		Cena v Kč	Cena v Kč/m ²	Cena+ inkaso v Kč	Cena+ inkaso v Kč/m ²
1+kk	denní	0,036512677	0,122962082	-0,008076843	0,099045256
	noční	-0,063634467	0,105480764	-0,082442282	0,098395084
1+kk (B,L,T)	denní	0,224000389	0,764150053	-0,072801673	0,182340979
	noční	0,233618511	0,774448639	0,018275581	0,315801825
1+1, 2+kk	denní	0,08418985	-0,044033757	0,144222038	-0,008073013
	noční	0,079479172	-0,134339935	0,167254298	-0,087942264
1+1, 2+kk (B,L,T)	denní	-0,114117316	-0,424320201	-0,021404836	-0,358168435
	noční	-0,120900001	-0,41341397	-0,034766727	-0,35976625
2+1, 3+kk	denní	-0,154007732	0,099810552	-0,215395	0,054962986
	noční	-0,145722721	0,077642113	-0,181238012	0,056053785
2+1, 3+kk (B,L,T)	denní	-0,048150788	0,041520336	-0,07903941	-0,03969226
	noční	-0,084662718	0,051075221	-0,128654138	-0,044447151
3+1, 4+kk	denní	-0,380916396	0,112107888	-0,498738485	-0,125127274
	noční	-0,374088819	0,12133611	-0,501378453	-0,128598865
3+1 (B,L,T)	denní	0,138561451	0,352048937	0,16984902	0,435679375
	noční	0,120551594	0,345867114	0,111580176	0,38409983
4+1	denní	0,982223965	0,100503782	0,62611354	-0,96151837
	noční	0,971807623	0,143879497	0,590548051	-0,947334491
4+1, 5+kk (B,L,T)	denní	-0,219639024	0,152409249	-0,14685195	0,414538735
	noční	-0,369873439	-0,004422793	-0,3001151	0,26673869

Pramen: autor

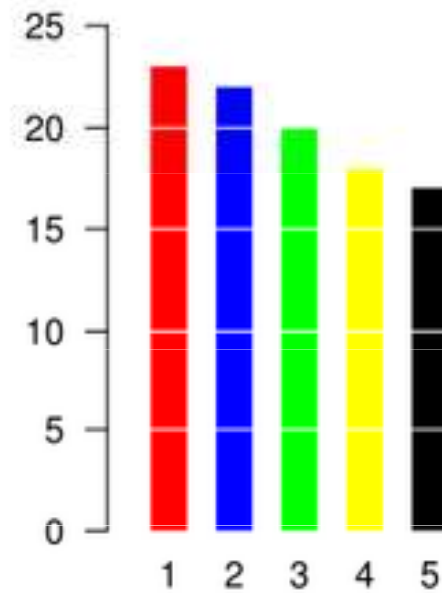
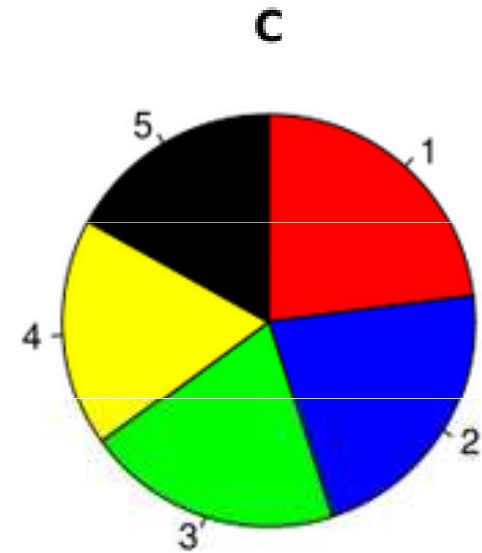
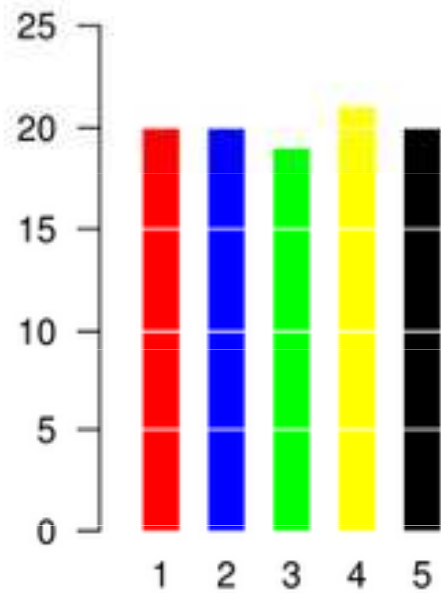
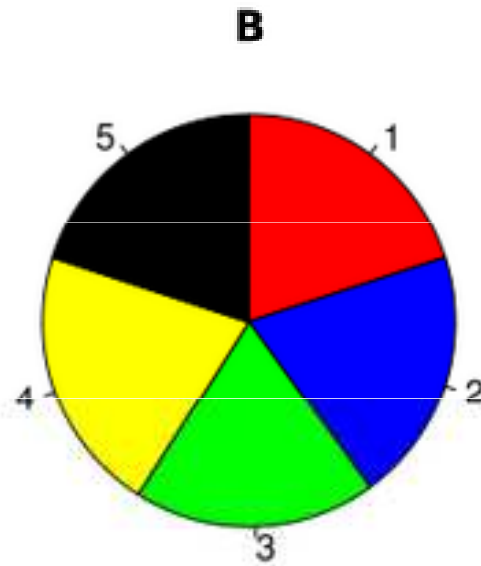
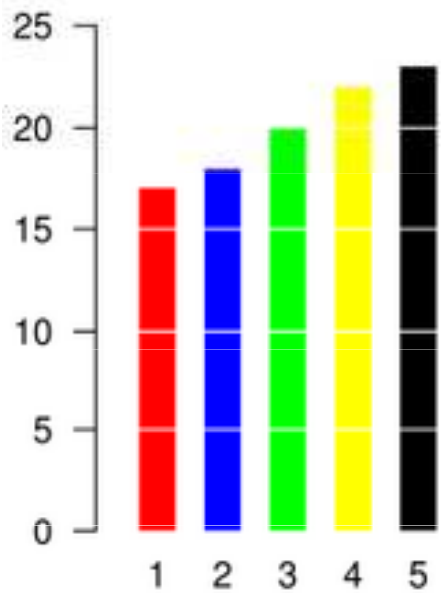
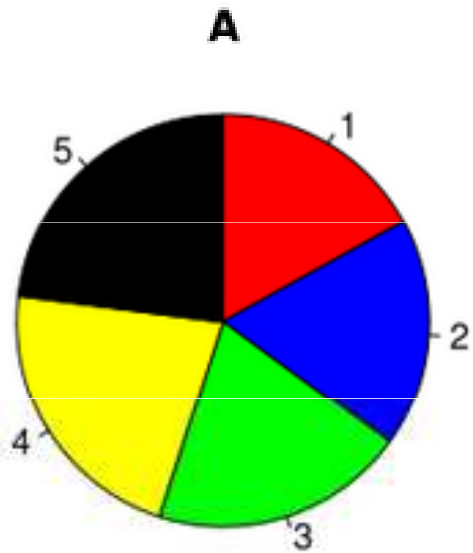
Při bližším zkoumání tohoto specifického shluku jsem zjistil, že se jedná o shluk se 4 pozorováními, a že 2 z těchto pozorování mají inkaso již započítané v ceně.

Tabulka č. 6: Kritické činnosti po úpravě

	Task Name	Predecessors	Free Slack	Total Slack	Duration
1	LAN refresh project		0 dys	0 dys	149 dys
2	Iniciace projektu		0 dys	0 dys	6 dys
3	Registrace projektu v systému		0 dys	0 dys	1 dy
4	Alokování zdrojů	3	0 dys	0 dys	1 dy
6	Analýza současného stavu infrastruktury na základě interních dokumentů	4	0 dys	0 dys	1 dy
7	"Vykopnutí" projektu	6;5	0 dys	0 dys	3 dys
8	Zjišťování požadavků		0 dys	0 dys	130 dys
9	Shromáždění chybějících informací	7	0 dys	0 dys	5 dys
10	Návšteva pobočky dodavatelem k nacenění rozvaděčů a kabeláže	9	0 dys	0 dys	20 dys
12	Nacenění výměny rozvaděčů a kabeláže	10	0 dys	0 dys	5 dys
14	Vytvoření a schválení objednávky za výměnu rozvaděčů a kabeláže	12	0 dys	0 dys	20 dys
15	Výměna kabeláže a rozvaděčů	14	0 dys	0 dys	80 dys
28	Implementace		5 dys	5 dys	39 dys
34	Implementace	33;15;30;32	0 dys	0 dys	2 dys
35	Testování a verifikace	34	0 dys	0 dys	1 dy
38	Uzavření projektu		0 dys	0 dys	10 dys
39	Předání zařízení do správy společnosti	35	0 dys	0 dys	2 dys
40	Příprava závěrečné dokumentace	39	0 dys	0 dys	3 dys
41	Schválení dokumentace zákazníkem a uzavření projektu	40;37	0 dys	0 dys	5 dys

Zdroj: Vlastní zpracování

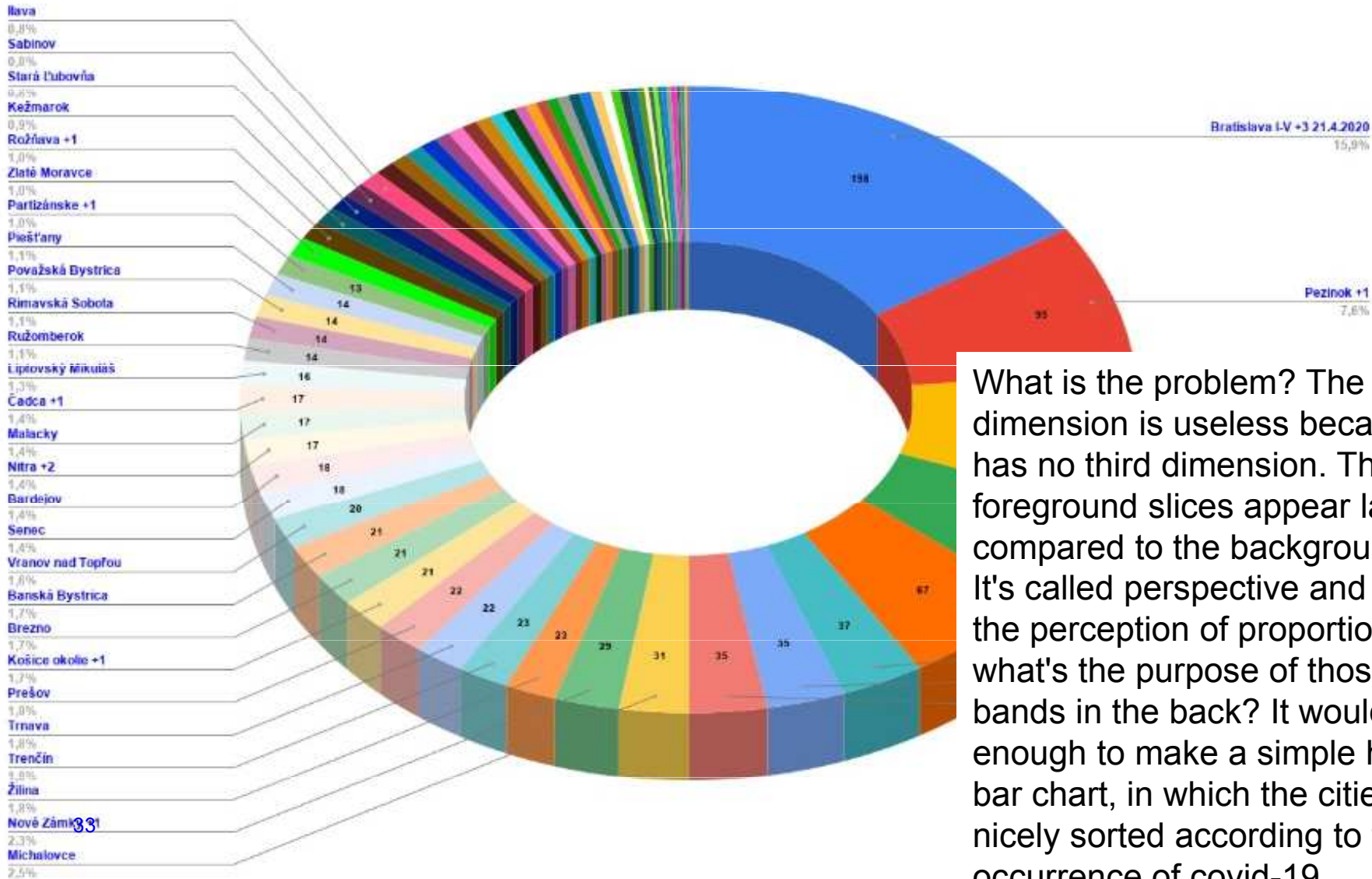
Bad example



3D graphs are seductive, confusing and illegible

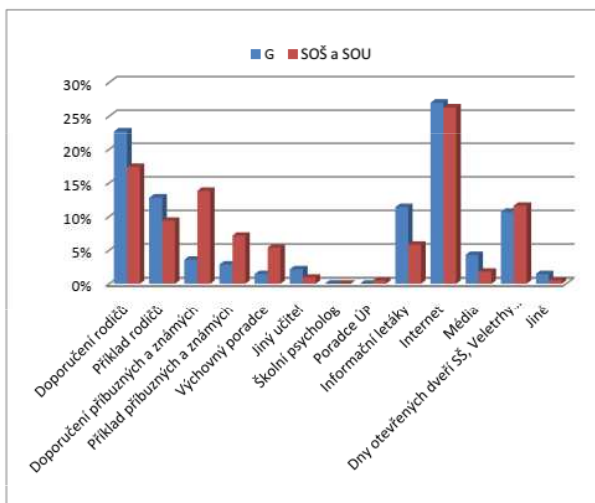
Occurrence of Covid-19 in Slovak districts

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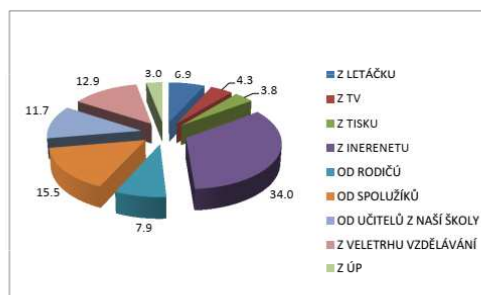
What is the problem? The third dimension is useless because the data has no third dimension. The foreground slices appear larger compared to the background slices. It's called perspective and it distorts the perception of proportions. So what's the purpose of those colored bands in the back? It would have been enough to make a simple horizontal bar chart, in which the cities would be nicely sorted according to the occurrence of covid-19.

Graf 5.2.3



Zdroj: vlastní zpracování

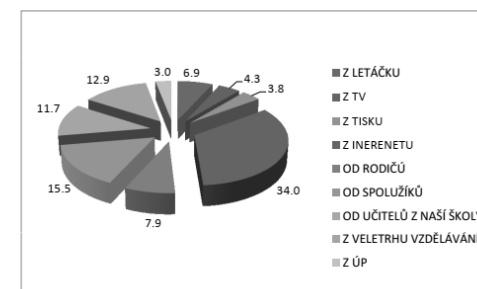
poskytuje a umí tyto možnosti využívat.



Získané výsledky :

Tato dílčí výzkumná otázka jasně ukázala, že internet je nejvíce využívaným

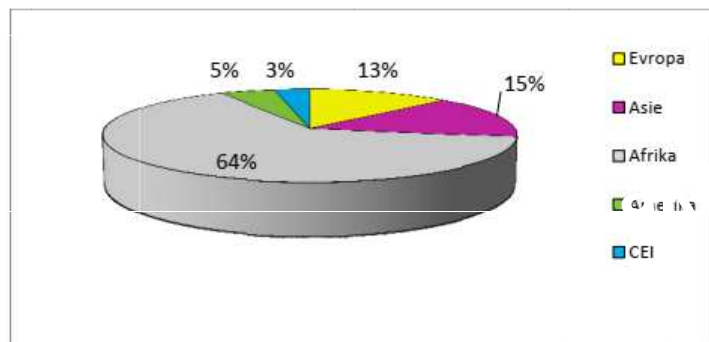
poskytuje a umí tyto možnosti využívat.



Získané výsledky :

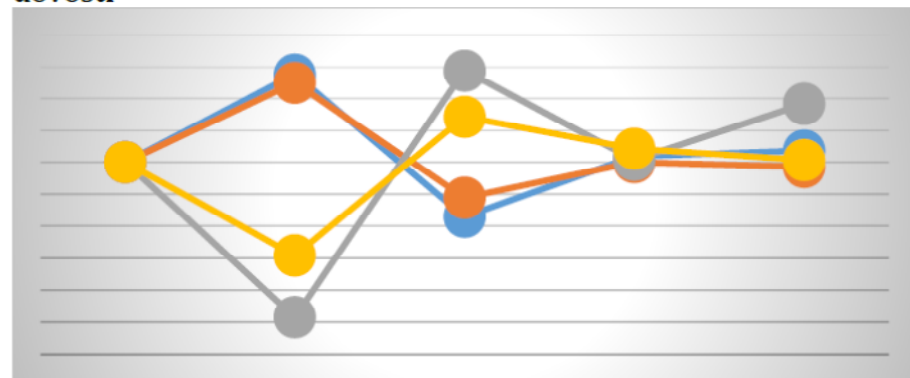
Tato dílčí výzkumná otázka jasně ukázala, že internet je nejvíce využívaným

Graf 6 : Nabývání státního občanství za rok 2008 dle předchozího státního občanství



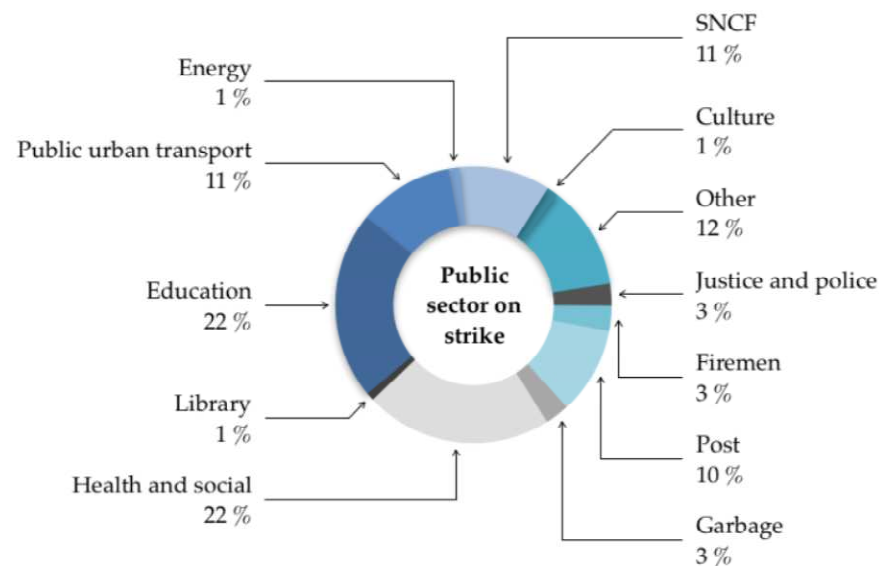
Zdroj: Graf vytvořen na základě údajů z Tabulky 3 portálu Ministerstva vnitra FR.¹³⁴

Graf 15 - Tempa růstu produktivity práce na pracovníka a nákladovosti



Zdroj: vlastní zpracování, data z Výročních zpráv podniku NOVASERVIS spol. s.r.o.

Figure n. 20: Number of strikes in different public sectors



How to present your thesis research

You are presenting to a committee that evaluates your thesis. There is little time to explain the details, instead you should focus on the essentials such as

- What is the aim of the research (research question/ hypothesis)?
- What sources have you drawn on
- What is your approach to answer your research question
- What problems you encountered in the process
- What did you find
- What are the conclusions of the thesis
- What is the added value of the work or what is your contribution
- Avoid describing the structure of the work or focusing on general details
- Prepare slides for the questions in the review