

## **ECONOMIC REPORTING LAB**

**IE University**

Professor: **PEDRO ALVAREZ ONDINA**

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Academic year: 23-24

Degree course: SECOND

Semester: 2<sup>o</sup>

Category: COMPULSORY

Number of credits: 3.0

Language: English

### **PREREQUISITES**

There are no pre-requisites for this course. The key ingredient is analytical thinking and willingness to learn from intense writing practices.

### **SUBJECT DESCRIPTION**

Economics graduates are increasingly being asked to be proficient in writing concise and effective economic reports. This course will provide students with a methodology for writing economic reports that can be applied in a wide variety of circumstances, framed for a corporate environment. More importantly, the course is designed to expose students to major economic themes and current global developments and teach them skills on how to effectively structure a typical economic report on such topics. It will also empower students to ask effective questions and clearly present results and recommendations.

### **OBJECTIVES AND SKILLS**

- Effective report writing covering key themes of current macroeconomic developments
- Immerse in different types of economic reports: academic research versus applied economic reporting
- Develop rhetorical and persuasive skills necessary to convince readers of the central argument of a report
- Understanding the use of data and modeling in economic reporting
- Developing analytical and discussion skills on key macroeconomic themes and developments
- Presentation skills
- Team-work skills in producing economic reports

### **METHODOLOGY**

- Lectures (live classes).
- Live discussions with students (case studies).
- Practical exercises, both in class and to take home.
- Public presentations.

- Learn how to work in teams.
- Peer to peer review session.
- Other activities (tutoring and Q&A sessions).

Teaching methodology	Weighting	Estimated time a student should dedicate to prepare for and participate in
Lectures	26.67 %	20 hours
Discussions	20.0 %	15 hours
Exercises	22.67 %	17 hours
Group work	22.67 %	17 hours
Other individual studying	8.0 %	6 hours
TOTAL	100.0 %	75 hours

## PROGRAM

### SESSION 1 (LIVE IN-PERSON)

Introduction to the course and learning objectives

- Introduction and presentation. Syllabus of the class, sessions overview, materials to use, references and evaluation criteria.
- First overview and introduction to economic reporting: the importance of explaining or translating economics from theory to real data and current topics Background and evolution of economic research.

### SESSIONS 2 - 3 (LIVE IN-PERSON)

#### SESSION 2

Introduction to the economic reporting methodology

- Definition of an economic report. Structure, style and purpose.
- Types of economic reports: main institutions, target audience and examples.
- Overview of the research method: question, methodology, data, findings and conclusions.
- Identifying common mistakes at writing economic reports.

#### SESSION 3

First case of study: Short-term economic indicators

- Specific structure, style and purpose
- Brief overview of short-term economic indicators
- The use of databases to get the data Discussion in class of Professor's reporting examples

### SESSION 4 (ASYNCHRONOUS)

Assignment #1: students (in groups of 3-4) will have to submit a 1-2 page report about a short-term indicator (inflation, GDP or labor market) following the instructions and style discussed at first sessions.

## **SESSIONS 5 - 6 (LIVE IN-PERSON)**

### **SESSION 5**

Peer to peer reviews of Assignment #1.

Review of common mistakes while writing the report for the assignment #1

### **SESSION 6**

Second case of study: Report from economic international organizations

- Specific structure, style and purpose
- Brief overview of multilateral economic organizations
- Discussion in class of Professor's reporting examples

## **SESSION 7 (ASYNCHRONOUS)**

Assignment #2: students (in groups of 3-4) will visualize a video or podcast related to monetary policy decisions from a major central bank and to submit a 1-2 page report about it.

## **SESSIONS 8 - 9 (LIVE IN-PERSON)**

### **SESSION 8**

Peer to peer reviews

Feed-back from professor and other reviews of Assignment #2

### **SESSION 9**

Third case of study: How to perform a qualified industrial analysis (session 9)

- Specific structure, style and purpose
- Brief overview of long-term economic indicators
- The use of databases to get the data
- Discussion in class of Professor's reporting examples

## **SESSION 10 (ASYNCHRONOUS)**

Assignment #3: students (in groups of 3-4) will have to choose a major economic industry and a country and to submit a 3-4 page report. Groups will have to give a lecture or short presentation to the class about the topic they have chosen.

## **SESSIONS 11 - 12 (LIVE IN-PERSON)**

Groups will give a lecture or short presentation (no longer than 10 mins) to the class about the topic they have chosen. There will be some time for Q&A at the end of each presentation. Peer to peer review is welcome. Professor will give its personal review of the report and presentation.

## **SESSIONS 13 - 14 (LIVE IN-PERSON)**

### **SESSION 13**

Professor will give a lecture on a current economic topic and provide the tools to write a proper economic report from a general economic topic. The purpose is to cover the different kind of indicators (short- and long-term indicators plus some monetary policy decisions) we have learned during this course.

#### SESSION 14

Discussion on the topic chosen by the class to help the students with the final project.

Final report: students to write a full report on an economic topic following structure learned in class. The report must not exceed 4 pages and follow the methodology given in class, leading with the different kind of reports and data needed.

#### SESSION 15 (LIVE ONLINE)

Feedback by professor to individual and team assignments and projects

#### EVALUATION CRITERIA

Criteria	Percentage	Comments
Class Participation	15 %	Lectures, live discussions, practical exercises in classes, forums and discussions
Intermediate Tests	25 %	3 reports during semester
Group Presentation	10 %	Presentations during semester
Final Exam	50 %	Final Project

#### GENERAL OBSERVATIONS

Each student has four attempts over two consecutive academic years to pass this course.

For every BIE Program mandatory class, students are required to obtain the minimum grade of 5 required to pass the course. Students whose grade in the Final Exam (or the largest assignment) is below 5 will fail the course. The rule applies to whichever assignment carries the greatest weight to the final grade. Dates and location of the final exam will be posted in advance and will not be changed.

Students must attend at least 70% of the sessions. Students who do not comply with the 70% attendance rule will receive a 0.0 on their first and second attempts and go directly to the third one (they will need to enroll in this course again the following academic year).

Students who are in the third or fourth attempt must contact the professor during the first two weeks of the course.

#### ATTENDANCE

In-person attendance is mandatory at IE University, as it is an essential factor of IE's learning methodology. While we do closely monitor attendance in each course, we also consider our students responsible for their own agenda and commitments, as adult university students. With that in mind, each student may miss up to 30% of the sessions within a given course and still maintain the possibility of passing that given course. This 30% "buffer" is to be used for any absences, such as: illnesses, personal emergencies, commitments, official/governmental matters, business and/or medical appointments, family situations, etc. Students should manage their various needs, and situations that may arise, within that 30% buffer. If a student is absent to more than the allowed 30% of the sessions (regardless of the reason), s/he will obtain a 0.0 grade for that course in both the ordinary and extraordinary calls of the current academic year, and s/he will have to retake the course during the following academic year.

Please pay close attention to your attendance. The program strongly encourages attending 100% of the sessions as it will improve your learning outcomes, it will increase the class performance and it will benefit your participation grade. Noncompliance with deadlines for Non-Classroom Learning activities or assignments will result in an absence for the session.

Extreme cases involving emergencies such as: extended hospitalizations, accidents, serious illnesses and other cases of force majeure, are to be consulted with the Program Management ([bir.biemadrid@ie.edu](mailto:bir.biemadrid@ie.edu)) for assessment of the situation and corresponding documentation, in order to support and guide each student optimally.

For more information about the university attendance policy, please check; <https://www.ie.edu/student-guide/bir/policies-and-guidelines/attendance/>

## RETAKE POLICY

Any student whose weighted final grade is below 5 will be required to sit for the retake exam to pass the course (except those not complying with the attendance rules, whom are banned from this possibility).

Grading for retakes will be subject to the following rules:

- The retakes will consist of a comprehensive exam or equivalent assignment. The grade will depend only on the performance on this exam; continuous evaluation over the semester will not be taken into account.
- Dates and location of the retakes will be posted in advance and will not be changed.
- The exam/assignment will be designed bearing in mind that the passing grade is 5 and the maximum grade that can be attained is 8 out of 10.

## PLAGIARISM / ACADEMIC HONESTY

Plagiarism is the dishonest act of presenting another person's ideas, texts or words as your own. This includes in order of seriousness of the offense:

- providing faulty sources;
- copy-pasting material from your own past assignments (self-plagiarism) without the instructor's permission;
- copy-pasting material from external sources even while citing them;
- using verbatim translations from sources in other languages without citing them;
- copy-pasting material from external sources without citing them;
- and buying or commissioning essays from other parties.

IEU students must contact the professor if they don't know whether the use of a document constitutes plagiarism. For help with your academic writing, contact the Writing Center ([writingcenter@faculty.ie.edu](mailto:writingcenter@faculty.ie.edu)). The professor will also advise the student on how to present said material. All written assignments must be submitted through Turn-it-in, which produces a similarity report and detects cases of plagiarism. Professors are required to check each student's academic work in order to guarantee its originality. If the originality of the academic work is not clear, the professor will contact the student in order to clarify any doubts. Students using external tutorial support should report it to the professor and the BIR Program from the moment they began receiving this support. In the event that the meeting with the student fails to clarify the originality of the academic work, the professor will inform the Director of the Bachelor Program about the case, who will then decide whether to bring the case forward to the BIR Academic Review Panel. Very high similarity scores will be automatically flagged and forwarded to the Academic Review Panel. Plagiarism constitutes a very serious offense and may carry penalties ranging from getting a zero for the assignment to expulsion from the university depending on the severity of the case and the number of times the student has committed plagiarism in the past.

## **PROFESSOR BIO**

Professor: **PEDRO ALVAREZ ONDINA**

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### **PEDRO ALVAREZ ONDINA**

Pedro Alvarez is an economist with more than fifteen years of working experience in macroeconomic research for the financial industry. He holds a MSc on macroeconomic policy and financial markets awarded by Universidad de Oviedo, has several published papers covering currency crises and early warning systems, and is a former professor of economics at Universidad Carlos III. His career started at the Inter-American Development Bank (IADB) at Washington, D.C. (United States), working for the Inter-American Initiative of Social Capital, Ethics and Development. Since then, his career has always been linked to the Spanish financial system and he currently works as a senior economist in Caixabank Research, now covering the sectoral analysis of the Spanish Economy.

## **OTHER INFORMATION**

### **CODE OF CONDUCT IN CLASS**

1. Be on time. Students arriving more than 5 minutes late will be marked as "Absent". Only students that notify in advance in writing that they will be late for a specific session may be granted an exception (at the discretion of the professor). Students attending online must always have their cameras on during the session or risk being marked absent.
2. If applicable, bring your name card and strictly follow the seating chart. It helps faculty members and fellow students learn your names.
3. Do not leave the room during the lecture: Students are not allowed to leave the room during lectures. If a student leaves the room during lectures, he/she will not be allowed to re-enter and, therefore, will be marked as "Absent". Only students that notify that they have a special reason to leave the session early will be granted an exception (at the discretion of the professor).

4. Do not engage in side conversation. As a sign of respect toward the person presenting the lecture (the teacher as well as fellow students), side conversations are not allowed. If you have a question, raise your hand and ask it. If you do not want to ask it during the lecture, feel free to approach your teacher after class. If a student is disrupting the flow of the lecture, he/she will be asked to leave the classroom and, consequently, will be marked as "Absent".

5. Use your laptop for course-related purposes only. The use of laptops during lectures must be authorized by the professor. The use of Social Media or accessing any type of content not related to the lecture is penalized. The student will be asked to leave the room and, consequently, will be marked as "Absent".

6. No cellular phones: IE University implements a "Phone-free Classroom" policy and, therefore, the use of phones, tablets, etc. is forbidden inside the classroom. Failing to abide by this rule entails expulsion from the room and will be counted as one absence.

7. Escalation policy: 1/3/5. Items 4, 5, and 6 above entail expulsion from the classroom and the consequent marking of the student as "Absent." IE University implements an "escalation policy": The first time a student is asked to leave the room for disciplinary reasons (as per items 4, 5, and 6 above), the student will incur one absence, the second time it will count as three absences, and from the third time onward, any expulsion from the classroom due to disciplinary issues will entail 5 absences.

