

MINISTRY OF SCIENCE AND HIGHER EDUCATION OF THE RUSSIAN FEDERATION
 Federal State Autonomous Educational Institution of Higher Education
 "Ural Federal University named after the first President of Russia B.N. Yeltsin"
 Graduate School of Economics and Management





INTERNSHIP PROGRAM

List of information about the internship program	Credentials
Doctoral Program	Code DP
<i>«Management»</i>	5.2.6
Group of specialties	Specialty group code
<i>«Economics»</i>	5.2
Federal State Requirements (FSR)	Order of the Ministry of Science and Higher Education of the Russian Federation No. 951 dated 20.10.2021
Self-Approved Requirements (SAR)	Order "On the implementation of the "Requirements for the development and implementation of training programs for scientific and scientific-pedagogical personnel in the graduate school of UrFU" No 315/03 dated 31.03.2022

Yekaterinburg
 2023

The internship program is compiled by the authors:

No	Full name	Academic degree, academic title	Position	Department	Signature
1	Ludmila S. Ruzhanskaya	Doctor of Economics, Associate Professor	Head of the Department	Department of International Economics and Management	
2	Olga R. Belova	-	Senior Lecturer	Department of International Economics and Management	

Recommended:
by Ural Federal University Academic Council
Protocol No. 9 dated 27.11.2023

Director of School of Economics and Management



Irina D. Turgel

Agreed by:

Head of the Department of
Science and Pedagogical training



Elena A. Butrina

1. GENERAL CHARACTERISTICS OF INTERNSHIP

1.1. Key objectives of the internship

Internship in the postgraduate education system is a component of professional training for scientific and pedagogical activity in a higher educational institution. It is a type of internship activity of graduate students in the implementation of the educational process in higher education, including the teaching of special disciplines, the organization of educational activities of students, scientific and methodological work on the subject, obtaining skills and practical teaching skills.

The program of pedagogical internship for postgraduate students (hereinafter referred to as the Program) regulates the procedure and forms of pedagogical internship by full-time postgraduate students. Pedagogical internship is provided by the curriculum and is conducted at the postgraduating department.

Professional formation of scientific and pedagogical skills is carried out step by step in the learning process, which determines the content, scope, orientation of scientific and pedagogical internship.

Internship goals:

- acquisition of the skills of a research teacher who has advanced scientific tools for searching and interpreting information material for the purpose of using it in teaching activities;
- study of the basics of pedagogical and teaching-methodical work in higher educational institutions;
- mastering the basics of pedagogical activity, skills and abilities of independent conduct of educational and teaching work;
- familiarization of postgraduate students with the specifics of the activity of a teacher of economic disciplines and the formation of skills in performing pedagogical functions;
- consolidation of psychological and pedagogical knowledge in the field of higher school pedagogy and acquisition of creative approach skills to solving scientific and pedagogical problems.

Pedagogical internship of postgraduate students is an integral part of the curriculum, in conjunction with the discipline "Higher School Pedagogy". To complete the program of pedagogical internship, a postgraduate student must have knowledge of the disciplines of the specialty, pedagogy, technologies and methods of professional training, as well as the psychology of professional education, issues of pedagogical application of information technologies in education.

1.2. The language of study – English.

1.3 Internship outcomes requirements

As a result of the internship, the postgraduate student must master and demonstrate professional practical skills and experience, namely:

No	Type of internship	Learning outcomes
1.	<i>Pedagogical internship</i>	Demonstrate skills and experience in: - Ability to analyze, process and present the results of research in the field of management of social and economic systems to colleagues, scientific communities and educational organizations in the framework of pedagogical and research activities; - Development of activities in the field of economics and present current problems of promising research areas in the framework of research and teaching activities.

Be able to:

- to use educational technologies, methods and techniques of conducting lectures and practical classes;
- to use the possibilities of attracting their own scientific research as a means of improving the educational process;
- to carry out methodological work on the design and organization of the educational process;
- to perform in front of an audience and create a creative atmosphere during classes;
- to analyze difficulties arising in pedagogical activity and develop an action plan to resolve them.

Demonstrate skills and work experience:

- knowledge of the techniques of using information technologies, technical means of teaching during classes in academic disciplines;
- proficiency in speech technique, rules of conduct during training sessions;
- knowledge of the methodology and technology of conducting training sessions (lectures, seminars, practical classes, laboratory classes, consultations on discipline, course design, checking various types of homework, conducting intermediate attestations with a point assessment);
- knowledge of the methodology of self-assessment and self-analysis of the results and effectiveness of classroom classes of various types.

1.4. The structure of internship, their terms and duration in accordance with the curriculum

No	Type of internship	Academic semester number	The amount of internship	
			in weeks	in credits
1.	Pedagogical internship	2	18	3
Total			18	3

2. TEACHING INTERNSHIP CONTENT

No	Type of internship	Internship sections	Contents
1.	Pedagogical internship	1. Organizational and methodological aspects of the internship	1) safety instruction. drawing up an individual plan of pedagogical internship; 2) visiting and analyzing classes of leading professors and associate professors of departments; 3) development of the work program of the academic discipline (the choice of discipline is coordinated with the supervisor); 4) selection of materials for the design of seminars, practical, laboratory classes; 5) independent study of literature on the problems of higher school pedagogy; study of methods for preparing and conducting lectures, laboratory and practical classes, seminars, consultations, tests, exams, course and diploma design; development of innovative educational technologies; 6) familiarity with the educational base of the department; with existing computer training programs, the capabilities of technical training tools, etc; the result of this stage are summaries, diagrams, visual aids and other didactic materials.
		2. Active internship	1) designing and conducting practical laboratory classes using innovative educational technologies; 2) use of multimedia complexes; 3) designing interdisciplinary modules for the study of the most complex and professionally significant concepts; 4) development of tests, examination tasks, topics of course and diploma projects; 5) construction of didactic materials on individual topics of training courses and their presentation; 6) development of scenarios for business games, teleconferences and other innovative forms of classes; 7) comparative analysis of various methods of assessing the quality of educational and cognitive activity of students in the study of economic disciplines; 8) optimization of educational and cognitive activity and improvement of the quality of training; 9) conducting psychological and pedagogical research on the diagnosis of professionally and personally significant qualities of a student (teacher) and analyzing its results; 10) analysis of domestic and foreign practices of training specialists with higher economic education.
		3. Preparation of the report	1) systematization of the material; 2) preparation of documentation; 3) preparation and protection of the report.

3. EVALUATION FUND FOR CONDUCTING CURRENT AND INTERIM INTERNSHIP ATTESTATION

3.1 An approximate list of control questions

- Specifics of the organization of pedagogical competence within the subject field "Management".
- Development of educational and methodological support of disciplines within the subject field "Management".
- Innovative educational technologies within the subject field "Management".
- Development of a fund of evaluation tools within the subject field "Management".
- Specifics of communication with students within the subject field "Management".
- Educational resources used for disciplines within the subject field "Management".
- Organization of classroom and independent work of students within the subject field "Management".

3.2 List of tasks for self-guided work

- Drawing up a plan of pedagogical internship.
- Development of the layout of the work program of the discipline for a certain course.
- Selection of educational, scientific, journalistic literature for the preparation of lecture notes.
- Study of educational and scientific pedagogical literature.
- The study of innovative educational technologies.
- Development of methodological recommendations for conducting seminars, practical or laboratory classes. Choosing a methodology for determining students' knowledge.
- Development of test tasks, exercises, scenarios of business games for conducting seminars.
- Conducting classes with students.
- Preparation of a report on pedagogical internship.

4. DATABASES, INFORMATION AND REFERENCE SYSTEMS AND SEARCH SYSTEMS

4.1 Recommended literature

4.1.1 Main literature

- Samoilov, V. D. Pedagogy and psychology of higher education : textbook : [16+] /V. D. Samoilov. – Moscow ; Vologda : Infra-Engineering, 2021. – 248 p. – ill., table. – Access mode: by subscription. – URL: <https://biblioclub.ru/index.php?page=book&id=618031>;
- Sharipov, F. V. Pedagogy and psychology of higher education: textbook / F. V. Sharipov. – Moscow: Logos, 2019. – 448 p. – ISBN 978-5-98704-587-9. – Text: electronic // Lan: electronic library system. – URL: <https://e.lanbook.com/book/126139>;
- K. E. Romanova, V. A. Deltsova, A.M. Kabesheva. Psychology and pedagogy of higher school: textbook / K. E. Romanova, V. A. Deltsova, A.M. Kabesheva [et al.]; edited by K. E. Romanova. – Ivanovo: IVSPU, 2018. – 254 p. – Text: electronic // Lan: electronic library system. – URL: <https://e.lanbook.com/book/170895>.

4.1.2 Additional literature

- Ignatova, V. V. Pedagogy and psychology of higher school : textbook / V. V. Ignatova, N. A. Krasnoperova, S. A. Saprygina. Krasnoyarsk : SibGU named after Academician M. F. Reshetnev, 2018. - 98 p. - Text: electronic // Lan : electronic library system. – URL: <https://e.lanbook.com/book/147445>;

– Gromkova, M. T. Pedagogy of higher school: textbook/M. T. Gromkova. – Moscow : Unity-Dana, 2017. – 447 p. : ill., table. – Access mode: by subscription. – URL: https://biblioclub.ru/index.php?page_book&id_684689;

– 3. Petruneva, R. M. Pedagogy and psychology of higher education: abstracts : textbook/R. M. Petruneva, V. D. Vasilyeva, O. V. Toporkova. Volgograd : VolgSTU, 2018. – 156 p. – ISBN 978-5-9948-2775-8. – Text: electronic // Lan : electronic library system. – URL: <https://e.lanbook.com/book/157195>.

4.2 Methodological developments

Not provided

4.3 Software

Not provided

4.4 Databases, information and reference and search systems

Not provided

4.5 Electronic educational resources

– PPHE (openedu.ru). Pedagogy and psychology of higher education - URL: <https://openedu.ru/course/msu/PEDAGOGY/>

5. MATERIAL AND TECHNICAL SUPPORT OF THE INTERNSHIP

– Furniture classroom with the number of jobs in accordance with the number of postgraduate students.

– Teacher's workplace.

– Blackboard classroom.

– Peripherals.

– Personal computers by the number of students.

– Equipment that meets the requirements of organizing the educational process in accordance with sanitary rules and regulations.

– Internet connection.