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ФИО: Ястребов Олег Александрович  
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**Federal State Autonomous Educational Institution  
of higher education "Peoples' Friendship University of Russia"**

**Medical Institute**

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(name of the main educational unit (EIU) - the developer of the postgraduate program)

**Department of Management and Economics of Pharmacy**

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(name of the basic educational unit (BUP)-developer of the postgraduate program)

## **PRACTICE PROGRAM**

Teaching practice

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(name of practice)

**Academic specialty :**

3.4.3 - Social and administrative pharmacy

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(code and name of the scientific specialty)

**The study of the discipline is carried out within the framework of the postgraduate program:**

Social and administrative pharmacy

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(name of postgraduate program)

**2023 г.**

## **1. PURPOSE OF THE INTERNSHIP**

The purposes of Teaching practice are:

- to consolidate in practice the knowledge, abilities and practical skills acquired by students in scientific specialty 3.4.3 - Organization of pharmaceutical business;
- preparation for realization of pedagogical activity in the system of higher professional and additional education;
- consolidation and formation of skills of methodical development and analysis of the main forms of educational and extracurricular classes on management and economics of pharmacy; explanation, elaboration and control of knowledge on management and economics of pharmacy;
- organization of educational work with students; development and improvement of the program of training courses on the organization of pharmaceutical business for graduate students.
- The objectives of pedagogical practice is to prepare graduate students to carry out the following types of pedagogical activities:
  - determination of the content, forms and technologies of teaching in the system of higher and additional education;
  - systematic design of training material, design of training sessions, organization of communication and interaction in training groups;
  - assessment and control of the effectiveness of teaching disciplines of the specialty.

## **2. REQUIREMENTS TO THE RESULTS OF TRAINING ACCORDING TO THE RESULTS OF PRACTICE**

As a result of the pedagogical practice the student should:

*Know:*

- basic principles, methods and forms of pedagogical process organization in higher education institution;
- systems of competencies and professionally important qualities of students and trainees;
- requirements imposed on the university teacher in modern conditions;
- basic psychological, pedagogical, methodological regularities of teaching the discipline of management and economics of pharmacy in higher education institution.

*To be able to:*

- carry out educational and methodological work on the design and organization of the educational process;
- analyze the difficulties in the pedagogical activity and make an action plan for their solution;
- develop and improve curricula for educational courses;
- conduct self-control and self-assessment of the process and results of pedagogical activity;
- conduct all types of classroom instruction in the disciplines of the training profile;
- organize extracurricular and educational work with students.

*Possess:*

- skills of public speaking in front of an audience and creating a creative atmosphere during classes;
- skills of methodical development and analysis of the main forms of educational and extracurricular classes on management and economics of pharmacy.

### 3. VOLUME OF PRACTICE

Total labor input of "Teaching practice" is 6 credit units (216 ac.h.).

### 4. CONTENTS OF THE INTERNSHIP

*Table 4.1. Content of practice*

<b>Name of the practice section</b>	<b>Contents of the section (topics, types of practical activities).</b>	<b>Labor intensity, ac.h.</b>
Section 1. Preparatory stage	Setting conference in the department, acquaintance with the program of practice, the order of protection of the report on practice, requirements and evaluation criteria. Safety briefing.	3
	Making up of individual plan of practice.	3
	Attendance of practical classes by the teaching staff of the department.	24
Section 2. Main stage.	The study of the duties and rights of the teaching staff of the university, the rules of internal order, documents regulating the educational process. The study of the FSES, curricula and training programs for students in the specialty "Pharmacy"; approved working curricula (modules) for the disciplines of the training curriculum and the principles of their preparation.	10
	Selection and analysis of basic and additional literature in accordance with the topics and objectives of the planned classes. Development of the program of the module (section) of educational discipline. Preparation of educational-methodical materials for classes. Development of the plan and outline of classes.	60
	Conducting all types of classroom practical (laboratory) classes with students	54
	Organization and conduct of extracurricular classes.	26
	Participation in the organization and conduct of interim and final attestation of the disciplines of the Department of Education.	18
	Format of the practice report	12
	Preparation for defence and defence of the practice report	6
<b>TOTAL:</b>		<b>216</b>

### 5. LOGISTICAL SUPPORT OF THE PRACTICE

*Table 5.1. Material and technical support*

<b>Type of classroom</b>	<b>Equipment of the classroom</b>	<b>Specialized training/laboratory equipment, software and materials for mastering the discipline (if necessary)</b>
Auditorium (452)	Auditorium for laboratory, practical classes and seminars, individual consultations, current monitoring and interim certification, equipped with a set of specialized furniture and technical means of multimedia presentations.	Microsoft products (OS, office suite) (Enrollment for Education Solutions (EES) Subscription No. 56278518 dated 23/04/2019) Garant (Contract No. 13A/46/2018 dated 02/04/2018) Consultant Plus (Information Support Agreement dated 01/09/2013) Reg. number tso-03-207-7474 of 09.13
Auditorium (453)	Auditorium for seminars, group and individual consultations, current monitoring and interim certification, equipped with a set of specialized furniture and technical means of multimedia presentations.	Microsoft products (OS, office suite) (Enrollment for Education Solutions (EES) Subscription No. 56278518 dated 23/04/2019) Garant (Contract No. 13A/46/2018 dated 02/04/2018) Consultant Plus (Information Support Agreement dated 01/09/2013) Reg. number tso-03-207-7474 of 09.13
Training room for practical skills training - Simulation Training Center "Learning Pharmacy", aud. 173.	Set of specialized furniture. Technical means: computer. Visual aids, computer presentations on current topics; label and barcode printer ATOL BP21 RS-232 and USB; receipt printer DX58; customer display SHTRIH-T D2-USB; UPS CyberPower BS850E /UPS 850VA/490W (3+3 EURO)	Microsoft products (OS, office suite) (Enrollment for Education Solutions (EES) Subscription No. 56278518 dated 23/04/2019) Garant (Contract No. 13A/46/2018 dated 02/04/2018) Consultant Plus (Information Support Agreement dated 01/09/2013) Reg. number tso-03-207-7474 of 09.13
Training room for practical skills training - Simulation Training Center "Learning Pharmacy", aud. 175	Set of specialized furniture. Technical means: computer. Visual aids, computer presentations on current topics; UPS CyberPower BS850E /UPS 850VA/490W (3+3 EURO)	Microsoft products (OS, office suite) (Enrollment for Education Solutions (EES) Subscription No. 56278518 dated 23/04/2019) Garant (Contract No. 13A/46/2018 dated 02/04/2018) Consultant Plus (Information Support Agreement dated 01/09/2013)
Training room for practical skills training - Simulation Training Center "Learning Pharmacy", aud.176	Set of specialized furniture. Technical means: computer. Visual aids, computer presentations on current topics; UPS CyberPower BS850E /UPS 850VA/490W (3+3 EURO)	Microsoft products (OS, office suite) (Enrollment for Education Solutions (EES) Subscription No. 56278518 dated 23/04/2019) Garant (Contract No. 13A/46/2018 dated 02/04/2018) Consultant Plus (Information Support Agreement dated 01/09/2013) Reg. number tso-03-207-7474 of 09.13
For independent work of students (aud. 452,453).	Auditoriums for independent work of students are equipped with a set of specialized furniture and computers with access to the EIOS.	Microsoft products (OS, office suite) (Enrollment for Education Solutions (EES) Subscription No. 56278518 dated 23/04/2019) Garant (Contract No. 13A/46/2018 dated 02/04/2018) Consultant Plus (Information Support Agreement dated 01/09/2013)

Type of classroom	Equipment of the classroom	Specialized training/laboratory equipment, software and materials for mastering the discipline (if necessary)
		Reg. number tso-03-207-7474 of 09.13

## 6. WAYS OF CARRYING OUT THE INTERNSHIP

"Teaching practice" is carried out both in the structural divisions of PFUR and in pharmaceutical organizations of Moscow (stationary).

The internship includes preparing and conducting practical (laboratory) classes in the discipline "Pharmacy Management and Economics" with 3-5 year students of "Pharmacy" specialty, supervising production practice, attending classes and participating in their discussion, as well as organizing educational work with students.

The internship is carried out on the basis of an external organization (out of PFUR) on the basis of the corresponding agreement, which specifies the terms, place and conditions of the internship in the basic organization.

The timing of the internship corresponds to the period specified in the academic calendar of the postgraduate program. The deadlines can be adjusted in agreement with the Department of Educational Policy and the Department of Internships and Student Employment at PFUR.

## 7. EDUCATIONAL-METHODICAL AND INFORMATIONAL SUPPORT OF THE PRACTICE

### *a) basic literature:*

1. Барышникова Е.Н. Дневник учебной педагогической практики / Е.Н. Барышникова, Е.Н. Стрельчук, А.В. Чистяков. - Электронные текстовые данные. - М. : РУДН, 2018. - 44 с.

2. Бойко З.В. Дневник учебной педагогической практики : учебно-методическое пособие / З.В. Бойко. - Электронные текстовые данные. - Москва : РУДН, 2020. - 52 с.

3. Бойко З.В. Организация и проведение педагогической практики : учебно-методическое пособие / З.В. Бойко. - Электронные текстовые данные. - Москва : РУДН, 2020. - 47 с.

4. Шарипов Ф.В. Педагогика и психология высшей школы [Текст/электронный ресурс]: Учебное пособие /Ф.В. Шарипов. - Электронные текстовые данные. - М. : Логос, 2017, 2016. - 446 с. - (Новая университетская библиотека).

5. Шарипов Ф.В. Методика преподавания в высшей школе: компетентностный подход / Ф.В. Шарипов. - М.: Университетская книга, 2017. - 468 с.

1. Baryshnikova E.N. Diary of the educational pedagogical practice / E.N. Baryshnikova E.N. Strelchuk E.N., Chistyakov A.V. - Electronic text data. - M. : RUDN, 2018. - 44 с.

2. Boyko Z.V. Diary of educational pedagogical practice : educational and methodical manual / Z.V. Boyko. - Electronic text data. - Moscow : PFUR, 2020. - 52 с.

Boyko Z.V. Organization and conduct of pedagogical practice : educational and methodical manual / Z.V. Boyko. - Electronic text data. - Moscow : PFUR, 2020. - 47 с.

Sharipov F.V. Pedagogy and psychology of higher school [Text/electronic resource]: textbook / F.V. Sharipov. - Electronic text data. - M. : Logos, 2017, 2016. - 446 с. - (New university library).

5. Sharipov F.V. Methodology of teaching in higher education: competence approach / F.V. Sharipov. - M.: University Book, 2017. - 468 с.

*b) additional literature:*

1. Косова И.В., Лоскутова Е.Е., Лагуткина Т.П., Дорофеева В.В., Теодорович А.А. Управление и экономика фармации. Фармацевтическая деятельность: организация и регулирование: учеб. для студ. учреждений высш. образования / 4-е изд., перераб. и доп. - М.: Издательский центр «Академия», 2019.- 400с.

2. Теодорович А.А., Косова И.В., Лоскутова Е.Е., Лагуткина Т.П., Дорофеева В.В. Управление и экономика фармации. Учет в аптечных организациях: учеб. для студ. учреждений высш. образования: в 2ч. Ч. 1 / 3-е изд., перераб. и доп. - М.: Издательский центр «Академия», 2019.- 272с.

3. Теодорович А.А., Косова И.В., Лоскутова Е.Е., Лагуткина Т.П., Дорофеева В.В. Управление и экономика фармации. Учет в аптечных организациях: учеб. для студ. учреждений высш. образования: в 2ч. Ч. 2 / 3-е изд., перераб. и доп. - М.: Издательский центр «Академия», 2019.- 192с.

4. Дорофеева В.В., Лоскутова Е.Е., Косова И.В., Лагуткина Т.П., Теодорович А.А. Управление и экономика фармации. Экономика аптечных организаций: учеб. для студ. учреждений высш. образования: в 2ч. Ч. 1 / 4-е изд., испр. и доп. - М.: Издательский центр «Академия», 2019.- 192с.

5. Дорофеева В.В., Лоскутова Е.Е., Косова И.В., Лагуткина Т.П., Теодорович А.А. Управление и экономика фармации. Экономика аптечных организаций: учеб. для студ. учреждений высш. образования: в 2ч. Ч. 2 / 4-е изд., испр. и доп. - М.: Издательский центр «Академия», 2019.- 240с.

1. Kosova I.V., Loskutova E.E., Lagutkina T.P., Dorofeeva V.V., Teodorovich A.A. Management and Economics of Pharmacy. Pharmaceutical activities: organization and regulation: a textbook for students of higher education / 4th ed., revised. and ext. - M.: Publishing Center "Academy", 2019.- 400s.

2. theodorovich AA, Kosova I.V., Loskutova E.E., Lagutkina TP, Dorofeeva VV. Management and Economics of Pharmacy. Accounting in pharmacy organizations: textbook for students of higher education institutions: in 2ch. Ч. 1 / 3rd edition, revised and ext. - M.: Publishing Center "Academy", 2019.- 272p.

3. theodorovich AA, Kosova I.V., Loskutova E.E., Lagutkina TP, Dorofeeva VV. Management and Economics of Pharmacy. Accounting in pharmacy organizations: a textbook for students of institutions of higher education: in 2ch. Part 2 / 3rd ed., revised. and ext. - M.: Publishing Center "Academy", 2019.- 192p.

4. Dorofeeva V.V., Loskutova E.E., Kosova I.V., Lagutkina TP, Teodorovich AA Management and Economics of Pharmacy. Economics of pharmacy organizations: textbook for students of institutions of higher education: in 2ch. Ч. 1 / 4th ed., amended and ext. - M.: Publishing Center "Academy", 2019.- 192p.

5. Dorofeeva V.V., Loskutova E.E., Kosova I.V., Lagutkina TP, Teodorovich AA Management and Economics of Pharmacy. Economics of pharmacy organizations: textbook for students of institutions of higher education: in 2ch. Part 2 / 4th ed. amended and supplemented. - M.: Publishing Center "Academy", 2019.- 240s.

*Resources of the information and telecommunication network "Internet":*

1. the RUDN EBS and third-party EBSs to which university students have access on the basis of contracts:

- RUDN electronic library system - RUDN EBS <http://lib.rudn.ru/MegaPro/Web>
- The University Library Online Libraries <http://www.biblioclub.ru>
- Yurite electronic library system <http://www.biblio-online.ru>
- Student's Consultant electronic library system [www.studentlibrary.ru](http://www.studentlibrary.ru)
- Lan LGS <http://e.lanbook.com/>
- Trinity Bridge" EBS

2. databases and search engines:

- electronic collection of legal and regulatory and technical documentation  
<http://docs.cntd.ru/>

- search engine Yandex <https://www.yandex.ru/>
- Google search engine <https://www.google.ru/>
- SCOPUS abstract database <http://www.elsevierscience.ru/products/scopus/>

*Educational and methodological materials for the practice, filling out the diary and drawing up a report on practice* \*:

1. Safety rules for "Teaching practice" (primary instruction).
2. Methodical instructions for students to fill in the diary and prepare a report on practice.

\* - all didactic-methodic materials for the internship are placed according to the current order on the internship webpage in TUIS!

## **8. ASSESSMENT MATERIALS AND SCORING-RATING SYSTEM OF EVALUATION OF COMPETENCE LEVEL ACCORDING TO THE RESULTS OF INTERNSHIP**

Assessment materials and scoring-rating system\* of students' evaluation according to the results of "Pedagogical practice" are presented in the Appendix to the present Internship program (module).

The assessment materials and scoring-rating system\* are presented in the Appendix of the present "Teaching practice" Program (module).

**DEVELOPERS:**

<b>Head of the Department of Management and Economics of Pharmacy</b>	<b>Loskutova E.E.</b>
<b>Ass.Professor, Department of Management and Economics of Pharmacy</b>	<b>Gribkova E.I.</b>

**HEAD OF BUP:**

<b>Department of Management and Economics of Pharmacy</b>	<b>Loskutova E.E.</b>
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