Federal State Autonomous Educational Institution of Higher Education
PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA
RUDN University

Faculty of Humanities and Social Sciences

educational division (faculty/institute/academy) as higher education programme developer

INTERNSHIP SYLLABUS

professional

internship title

work practice

internship type

Recommended by the Didactic Council for the Education Field of:

International Relations, 41.04.05

field of studies / speciality code and title

The student's internship is implemented within the professional education programme of higher education:

Global Security and Development Cooperation

higher education programme profile/specialisation title

2024

1. INTERNSHIP GOAL(s)

The purpose of conducting "professional practice" is to develop students' personal qualities, as well as the formation of universal, general professional and professional competencies in accordance with the requirements of the OS HE in the direction of 41.04.05 "International Relations", aimed at consolidating and deepening the student's theoretical training, acquiring practical skills and competencies, as well as experience of independent professional activity for the training of highly qualified specialists in the field of international relations.

The objectives of the professional practice "International Relations" are:
— formation of universal, general professional and professional competencies;
— acquisition of practical skills and abilities;
— studying the experience of enterprises and organizations in Russia and foreign countries in the field of activity corresponding to the direction 41.04.05 "International Relations";
— collection, processing and analysis of materials necessary for writing a thesis.

2. REQUIREMENTS FOR LEARNING OUTCOMES

Possible wording

1) The internship implementation is aimed at the development of the following competences (competences in part):

2) The internship is designed for students to acquire following competences (competences in part):

3) The internship intends to train and guide students to achieve/acquire the following competences (competences in part) development:

Table 2.1. List of competences that students acquire during the internship

Competence code	Competence descriptor	Competence formation indicators (within this course)
GC -1	Able to search, critically analyze problem situations based on a systematic approach, and develop an action strategy.	GC-1.1 Systematically analyzes professional situations and demonstrates critical thinking skills;
		GC-1.2 Comprehensively analyzes the source of information from the point of view of the temporal and spatial conditions of its occurrence, objectivity and reliability
		GC-1.3. Systematically analyzes approaches and explanations previously established in science, identifies their strengths and weaknesses, explaining the ability and limitations
		GC-1.4. Based on a systematic approach, he builds his own strategy for scientific research and the logic of scientific argumentation
GC-2	Able to manage a project at all stages of its life cycle.	GC-2.1. Determines the goal and objectives of the project, the strategy for its implementation, taking into account time and resource limitations

Competence code	Competence descriptor	Competence formation indicators (within this course)
		GC-2.2. Identifies alternative options for solving assigned tasks, taking into account possible management risks
		GC-2.3. Determines the expected results of solving assigned tasks
		GC-2.4. Generates reporting documentation based on the results of the development and implementation of the project
GC-3	Able to organize and manage the work of a team, developing a team strategy to achieve the set goal.	GC-3.1. Able to organize and manage the work of a team, developing a team strategy to achieve the set goal.
		GC-3.2. Able to responsibly build a self-development strategy in the interests of the team, organization, department
GC-4	Capable of using modern communication technologies in the state language of the Russian Federation and foreign language(s) for academic and professional interaction.	GC-4.1. At a professional level, uses various forms and types of oral and written communication in Russian, native and foreign language(s)
		GC-4.2. Uses adequate language tools to achieve professional goals in Russian, native and foreign language(s)
		GC-4.3. Uses modern communication technologies for professional purposes
		GC-4.4. Builds a strategy for oral and written communication in Russian, native and foreign language(s) within the framework of academic and professional interaction
GC-5	Able to analyze and take into account the diversity of cultures in the process of intercultural interaction.	GC-5.1. Understands the developmental features and sociocultural differences of different countries and peoples, taking into account their historical past, and is able to take these features into account during intercultural interaction
		GC-5.2. Interacts constructively with representatives of different countries and peoples in solving professional problems
		GC-5.3. Demonstrates a deep understanding of the specifics of traditions, history and the role of Russia in the world historical process and is able to professionally and reasonably explain these features during intercultural communication
GC-6	Able to determine and implement the priorities of his own activities and ways to improve them based	GC-6.1. Possesses the skills of effective time planning in order to implement his own educational and professional projects

Competence code	Competence descriptor	Competence formation indicators (within this course)
	on self-assessment.	GC-6.2. Adequately assesses one's own physical capabilities and has basic health care skills
		GC-6.3. Demonstrates mastery of self-development techniques and techniques
GPC-1	Able to build professional communication in the state language of the Russian Federation and foreign language(s) according to the profile of activity in a multicultural environment based on the use of various communication technologies, taking into account the specifics of the business and spiritual culture of Russia and foreign countries.	GPC-1.1. Build communication with partners based on the goals and situation of communication, identifying, and responding appropriately to cultural, linguistic and other characteristics that affect professional communication and dialogue
		GPC-1.2. Use communication media technologies taking into account the specifics of the business and spiritual culture of Russia and foreign countries;
		GPC-1.3. Organize, conduct and evaluate the effectiveness of international negotiations and conciliation procedures
		GPC-1.4. Systematically formulate your own position on international relations using scientific terminology, both in written and oral form
OGPC-2	Able to understand the operating principles of modern information technologies and use them to solve professional problems.	GPC-2.1. Apply modern technologies for searching, processing and analyzing information to interpret and forecast the development of international political processes
		GPC-2.2. Use specialized databases and software to quickly search for information necessary to solve professional problems
		GPC-2.3. Adequately evaluate the information received to identify existing information gaps and identify attempts at information, propaganda and manipulative influence, taking into account the requirements

Competence code	Competence descriptor	Competence formation indicators (within this course)
		GPC-2.4. Conduct quantification of qualitative information and meaningful interpretation of quantitative data
GPC-3	Capable of assessing, modeling and forecasting global, macro-regional, national-state, regional and local political-cultural, socio-economic and socio-political processes based on the use of methods of theoretical and empirical research and applied analysis.	GPC-3.1. Use theoretical empirical methods to assess international political processes at various levels. Master the positivist and hermeneutic methodology for understanding political reality
		GPC-3.2. Predict the development (including based on scenarios) of the situation in the framework of solving major international problems affecting, first of all, the interests of the Russian Federation
GPC-4	Able to conduct scientific research in his field of activity, including in interdisciplinary fields, independently formulate scientific hypotheses and innovative ideas, and check their reliability.	GPC-4.1. Conduct scientific research in interdisciplinary fields, including setting goals and objectives, positioning the selected problem in the existing literature on the topic, choosing research methods, determining the scientific novelty of the problem under study, confirming the reliability of scientific hypotheses, formulating one's own conclusions and recommendations
		GPC-4.2. Analyze international and political-economic problems and processes while observing the principle of scientific objectivity
GPC-5	Able to build a strategy for promoting publications on the profile of activity in the media based on the basic principles of media management.	GPC-5.1. Independently prepare professionally oriented texts of various genres and stylistics (article, analytical report, information and analytical note, review, policy document, abstract, report abstract, press release, etc.)
		GPC-5.2. Assess the target audience and editorial policies of print, audiovisual and Internet media
		GPC-5.3. Form and promote the required image of political phenomena and processes through a series of publications of various genres in various types of media
		GPC-5.4. Assess the perception of the image of political phenomena and processes formed in the media

Competence code	Competence descriptor	Competence formation indicators (within this course)
GPC-6	Able to develop and implement organizational and managerial decisions according to the profile of the activity.	GPC-6.1. Organize and take part in the implementation of development programs and strategies, including political, social, cultural, humanitarian
		GPC-6.2. Independently formulate technical and service assignments, defining goals, identifying and using information necessary for making management decisions, assessing the need for resources, identifying problems, finding alternatives, choosing optimal solutions in given conditions and taking into account risks, assessing the results and consequences of management decisions made
		GPC-6.3. Perform the functions of employees of mid-level executive and junior management of institutions of the system of the Ministry of Foreign Affairs of the Russian Federation, other government agencies, federal and regional government bodies using foreign languages
GPC-7	Able to independently build strategies for presenting the results of his professional activities, including in a public format, based on the selection of appropriate information and communication technologies and information dissemination channels.	GPC-7.1. Build strategies for presenting the results of professional activities, taking into account their specifics and characteristics of the target audience
		GPC-7.2. Build a convincing argument to achieve the goals of presenting the results of professional activities
		GPC-7.3. Select optimal information and communication technologies and information dissemination channels. Build a feedback system with target audiences to improve communication efficiency
GPC-8	Capable of developing proposals and recommendations for applied research and consulting.	GPC-8.1. Independently prepare a qualified opinion on issues of international relations in the interests and at the request of the relevant department of the relevant ministry, other government bodies, international and non-governmental organizations, information and analytical centers, the media, other institutions and organizations

Competence code	Competence descriptor	Competence formation indicators (within this course)
		GPC-8.2. Prepare recommendations on a wide range of current international issues for government, public and commercial organizations, as well as for a wide audience of non-specialists
		GPC-8.3. Conduct an examination of projects and programs in the field of international relations implemented by state and municipal authorities, non-governmental and public organizations, commercial structures
GPC-9	Able to participate in the implementation of basic professional and additional educational programs	GPC-9.1. Organize independent work of students in vocational training programs, basic vocational education, and additional education
		GPC-9.2. Monitor and evaluate students' mastery of training courses, disciplines (modules) of vocational training programs, basic vocational education, and additional education
		GPC-9.3. Carry out instructions for organizing research, design and other activities of students in vocational training programs, basic vocational education and additional education
		GPC-9.4. Participate in the development and updating (under the guidance of a specialist of a higher level of qualification) of work programs of training courses, educational and methodological complexes, and textbooks on the profile of research work
PC-1	Able to independently develop and prepare analytical materials	PC-1.1. Assess international political processes, drawing informed conclusions
		PC-1.2. Develop forecasts for the development of global and regional trends for the long term
		PC-1.3. Develop corporate development strategies in areas of professional competence using international political analysis skills
		PC-1.4. Conduct and coordinate analytical work in the field of international contacts with the development of expert opinions and practical recommendations

3. INTERNSHIP IN HIGHER EDUCATION PROGRAMME STRUCTURE

The professional internship refers to the core component of the higher educational programme curriculum.

Within the higher education programme students also master other disciplines (modules) and / or internships that contribute to the achievement of the expected learning outcomes as results of the internship.

Table 3.1. The list of the higher education programme components that contribute to the achievement of the expected learning outcomes as the internship results.

Competence code	Competence descriptor	Previous courses/modules, internships	Subsequent courses/modules, internships
GC -1	Able to search, critically analyze problem situations based on a systematic approach, and develop an action strategy.	Megatrends and Global Affairs; Regionl Subsystems of International Relation in the XXI-st Contemporary Foreign Policy of Russia and International Conflicts	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GC-2	Able to manage a project at all stages of its life cycle	IR and Development Theories Migration, Development and Global Security Security and Development Challenges in Africa	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GC-3	Able to organize and manage the work of a team, developing a team strategy to achieve the set goal.	Quantitative Analysis of Situational Models in World Development Cooperation Professional Ethics in International Relations Security and Development Challenges in Africa /	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GC-4	Capable of using modern communication technologies in the state language of the Russian Federation and foreign language(s) for academic and professional interaction.	Great and Emerging Powers in Global Politics Theory and Practice of Diplomacy International Organizations and Peace Process Security and Development Challenges in Russia	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GC-5	Able to analyze and consider the diversity of cultures in the process of intercultural interaction.	World Politics Migration, Development and Global Security Human Rights and the International	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GC-6	Able to determine and implement the priorities	Foreign Policy Process and Decision-Making in Russia	Undergraduate practice Preparing for and passing the

Compete nce code	Competence descriptor	Previous courses/modules, internships	Subsequent courses/modules, internships
	of his own activities and ways to improve them based on self-assessment.	International Terrorism Energy Security International Political Economy / Non-State Participants of International Relations and World Politics / Security and Development Challenges in the Middle East Foreign Policy Process and Decision-Making in International Terrorism Energy Security International Political Economy Non-State Participants of International Relations and World Politics Security and Development Challenges in the Middle East	state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-1	Able to build professional communication in the state language of the Russian Federation and foreign language(s) according to the profile of activity in a multicultural environment based on the use of various communication technologies, taking into account the specifics of the business and spiritual culture of Russia and foreign countries.	Regional Subsystems of International Relation in the XXI-st century Contemporary Foreign Policy of Russia and International Conflicts Foreign Language in Professional Practice Russian Language in Professional Practice Energy Security International Political Economy International Organizations and Peace Process Migration, Development and Global	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-2	Able to understand the operating principles of modern information technologies and use them to solve professional problems.	Foreign Policy Process and Decision-Making in Russia World Politics International Terrorism	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-3	Capable of assessing,	International Political	Undergraduate practice

Compete nce code	Competence descriptor	Previous courses/modules, internships	Subsequent courses/modules, internships
	modeling and forecasting global, macro-regional, national-state, regional and local political-cultural, socio-economic and socio-political processes based on the use of methods of theoretical and empirical research and applied analysis.	Economy Non-State Participants of International Relations and World Politics	Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-4	Able to conduct scientific research in his field of activity, including in interdisciplinary fields, independently formulate scientific hypotheses and innovative ideas, and check their reliability.	Great and Emerging Powers in Global Politics Global Security	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-5	Able to build a strategy for promoting publications on the profile of activity in the media based on the basic principles of media management.	Development Cooperation Theory and Practice of Diplomacy	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-6	Able to develop and implement organizational and managerial decisions according to the profile of the activity.	Contemporary Foreign Policy of Russia and International Conflicts Global Security	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-7	Able to independently build strategies for presenting the results of his professional activities, including in a public format, based on the selection of appropriate information and communication technologies and information dissemination channels.	Foreign Language in Professional Practice Russian Language in Professional Practice IR and Development Theories	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-8	Capable of developing	Russian Language in	Undergraduate practice

Competence code	Competence descriptor	Previous courses/modules, internships	Subsequent courses/modules, internships
	proposals and recommendations for applied research and consulting.	Professional Practice	Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
GPC-9	Able to participate in the implementation of basic professional and additional educational programs	Megatrends and Global Affairs Regional Subsystems of International Relation in the XXI-st Foreign Policy Process and Decision-Making in Russia International Organizations and Peace Process	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work
PC-1	Able to independently develop and prepare analytical materials	Megatrends and Global Affairs Quantitative Analysis of Situational Models in World Policy Regional Subsystems of International Relation in the XXI-st century Contemporary Foreign Policy of Russia and International Conflicts Professional Ethics in International Relations Theory and Practice of Diplomacy International Terrorism Energy Security International Political Economy International Organizations and Peace Process Migration, Development and Global Security Non-State Participants of International Relations and World Politics / Security and Development Challenges in the CIS / Security and Development Challenges in Russia Human Rights and the International Security International Conflict of New Generation and its	Undergraduate practice Preparing for and passing the state exam. Registration, preparation for the defense procedure and defense of the final qualification work

Compete nce code	Competence descriptor	Previous courses/modules, internships	Subsequent courses/modules, internships
		Settlement South-South Coopearation Development and the Environment Academic Writing in International Relations	

4. INTERNSHIP WORKLOAD

The total workload of the professional internship is 9 credits (324 academic hours).

5. INTERNSHIP CONTENTS

Table 5.1. Internship contents*

Modules	Contents (topics, types of practical activities)	Workload, academic hours
Module 1. Preparatory stage	Completion of introductory training on familiarization with labor protection requirements, safety regulations, fire safety, and internal regulations of the enterprise.	4
	Introduction to the goals and objectives of the practice.	2
	Solving organizational issues	4
Module 2. Research stage.	Enterprise research: – study of organizational structure; – study of the organizational and legal characteristics of the organization and types of activities (regulatory documentation regulating the activities of the organization, internal documentation (plans, reports, statistical reports); – study of the organization of production and labor.	20
	Completing an individual task	132
	Fulfilment of current tasks set by the practice manager from the organization	78
Module 3. Analytical stage.	Processing and analysis of received information. Systematization and structuring of the collected material	18
Module 4. The final stage.	Preparation of reporting documents on internship Preparation of a report on the internship	20
Writing an internship report		18
Preparing for defence and defending the internship report		10
	TOTAL:	**324**

6. INTERNSHIP EQUIPMENT AND TECHNOLOGY SUPPORT REQUIREMENTS

1. Technological equipment of the enterprise (organization, institution)

2. Computer equipment for computer classes at the Faculty of Humanities and Social Sciences

7. INTERNSHIP LOCATION AND TIMELINE

The internship can be carried out at the structural divisions of RUDN University (at Moscow-based organisations, as well as those located outside Moscow.

The internship at an external organisation (outside RUDN University) is legally arranged on the grounds of an appropriate agreement, which specifies the terms, place and conditions for an internship implementation at the organisation.

The period of the internship, as a rule, corresponds to the period indicated in the training calendar of the higher education programme. However, the period of the internship can be rescheduled upon the agreement with the Department of Educational Policy and the Department for the Organization of Internship and Employment of RUDN students.

8. RESOURCES RECOMMENDED FOR INTERNSHIP

Main readings:
1. Teoriya i praktika postroeniya kar`ery` : Uchebno-metodicheskij kompleks / E.B. Dmitrieva [i dr.]. - E`lektronny`e tekstovy`e danny`e. - M. : Izd-vo RUDN, 2019. - 264 s.
2. Ucheb.-metod. posobie dlya rukovoditelej praktiki studentov RUDN / Ignat`ev O. V, Zorin A. V., Karnilovich S.P., Shirshova L.V. Moskva: RUDN, 2012. 217 s.

Additional readings:
1. Postroj svoyu kar`eru. Sovety` po trudoustrojstvu i razvitiyu kar`ery` vy`psknikam RUDN [E`lektronny`j resurs] : Uchebno-metodicheskoe posobie dlya obuchayushhixsya v RUDN / S.P. Karnilovich [i dr.]. - E`lektronny`e tekstovy`e danny`e. - M. : Izd-vo RUDN, 2016. - 107 s.
2. Polozhenie o poryadke provedeniya praktiki studentov obrazovatel`ny`x uchrezhdenij vy`sshego professional`nogo obrazovaniya (Prilozhenie k prikazu Minobrazovaniya Rossii ot 25.03.03 N1154).
3. Sbornik normativny`x dokumentov po organizacii praktik studentov RUDN [Tekst] : uchebno-metodicheskoe posobie dlya rukovoditelej uchebny`x i proizvodstvenny`x praktik / [E. B. Dmitrieva i dr.] ; pod red. A. P. Efremova ; M-vo obrazovaniya i nauki Rossijskoj Federacii, Federal`noe gos. byudzhetnoe obrazovatel`noe uchrezhdenie vy`ssh. prof. obrazovaniya Rossijskij un-t druzhby` narodov, Otd. praktik i proforientacii upr. obrazovatel`noj politiki. - Moskva : Rossijskij un-t druzhby` narodov, 2014.

Internet sources
1. Electronic libraries (EL) of RUDN University and other institutions, to which university students have access on the basis of concluded agreements:
- RUDN Electronic Library System (RUDN ELS) http://lib.rudn.ru/MegaPro/Web
- EL "University Library Online" http://www.biblioclub.ru
- EL "Yurayt" http://www.biblio-online.ru
- EL "Student Consultant" www.studentlibrary.ru
- EL "Lan" http://e.lanbook.com/
- EL "Trinity Bridge"

2.*Databases and search engines:*
- electronic foundation of legal and normative-technical documentation http://docs.cntd.ru/
- Yandex search engine https:// www .yandex.ru/
- Google search engine https://www.google.ru/
- Scopus abstract database http://www.elsevierscience.ru/products/scopus/

The training toolkit and guidelines for a student to do an internship, keep an internship diary and write an internship report*:

1. Safety regulations to do the internship (safety awareness briefing).
2. Machinery and principles of operation of technological production equipment used by students during their internship; process flow charts, regulations, etc. (if necessary).
3. Guidelines for keeping an internship diary and writing an internship report.

*The training toolkit and guidelines for the internship are placed on the internship page in the university telecommunication training and information system under the set procedure.

8. ASSESSMENT TOOLKIT AND GRADING SYSTEM* FOR EVALUATION OF Students' COMPETENCES LEVEL AS INTERNSHIP RESULTS

The assessment toolkit and the grading system* to evaluate the level of competences (competences in part) formation as the internship results are specified in the Appendix to the internship syllabus.

* The assessment toolkit and the grading system are formed on the basis of the requirements of the relevant local normative act of RUDN University (regulations / order).

DEVELOPERS:

Senior Lecturer at the **Department of IR department**		**Butorov A.S.**
position, educational department	signature	name and surname.

HEAD OF EDUCATIONAL DEPARTMENT:

Head of the IR department		**Kurylev K.P.**
educational department	signature	name and surname.

HEAD OF **HIGHER EDUCATION PROGRAMME:**

Head of the IR department		**Kurylev K.P.**
position, educational department	signature	name and surname