

**Federal State Autonomous Educational Institution of Higher Education
PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA
NAMED AFTER PATRICE LUMUMBA
RUDN University
GRADUATE SCHOOL OF MANAGEME
(educational division (faculty/institute/academy) as programme developer)**

Department of innovation management and foreign economic activity
(department realizing the PhD program)

INTERNSHIP SYLLABUS

Pedagogical training

(internship type)

Scientific specialty: **5.2.3 - Regional and sectoral economy**
(scientific speciality code and title)

The PhD student's internship is implemented within the PhD programmes:

Economics of Innovation

(PhD program title)

1. INTERNSHIP GOALS

The aim of the Internship is to develop professional competencies through direct participation in pedagogical work, as well as the acquisition of professional competencies necessary to work in the professional sphere.

2. REQUIREMENTS FOR LEARNING OUTCOMES

As a result of the internship, the graduate student must:

Know: basic methods of teaching economic disciplines; rules of academic ethics.

Be able to: organize the educational process; draw up programs of academic disciplines; develop lecture material and assignments for seminars.

Own (gain experience): development of teaching materials; assisting their supervisor or colleagues of the department to which the postgraduate student is attached in conducting lectures or seminars, as well as current, intermediate, final control activities for undergraduate and graduate students, developing and conducting independent special courses.

3. INTERNSHIP WORKLOAD

The overall workload of the internship is 6 credits (216 academic hours).

4. INTERNSHIP CONTENTS

Stages of internship	Content of the units (topics)	Workload, acad. hours
Section 1. Preparatory stage	Attending lectures and seminars of scientific supervisor of a graduate student or teaching staff from department to which it is attached graduate student, participation in events current, intermediate and final control, preparation of methodological materials, presentations, cases for lectures and/or seminars on disciplines departments. Visiting PhD defenses of graduate students, attached to the supervisor graduate student or teaching staff of the department. Preparing a practice report.	40

Stages of internship	Content of the units (topics)	Workload, acad. hours
Section 2. Main stage	Conducting lectures and seminars on disciplines of the department, development and conducting own special courses, master classes, under the guidance of scientific head of the postgraduate student or teaching staff of the department, participation in current events intermediate and final control, preparation of methodological materials for lectures and/or seminars. Preparing a practice report	126
Preparation of a practice report		7
Preparation for defense and defense of the practice report		7
TOTAL:		180

* - the content of practice by sections and types of practical training is FULLY reflected in the student's report on practice.

5. INTERNSHIP EQUIPMENT AND TECHNOLOGY SUPPORT REQUIREMENTS

The place of internship shall comply with the current sanitary and epidemiological requirements, fire safety regulations and standards of health protection of the students.

It requires classrooms that meet the safety requirements for academic work, if necessary, a computer room with workstations that provide Internet connection, as well as classrooms with multimedia equipment.

6. INTERNSHIP LOCATION AND TIMELINE

Internship can be carried out both in structural subdivisions of RUDN University or in organizations of Moscow (stationary), and at bases located outside of Moscow (exit). Conducting internship on the basis of an external organization (outside RUDN University) is carried out on the basis of an appropriate agreement, which specifies the terms, place and conditions for performing scientific research in the base organization.

The deadlines for the internship implementation correspond to the period indicated in the calendar academic schedule of the postgraduate program. Internship dates can be adjusted in coordination with the Department of Doctoral Studies of the RUDN University.

7. RESOURCES RECOMMENDED FOR INTERNSHIP

Main readings:

1. Fatkhutdinov R.A. Management decisions. M.: Master: INFRA-M, 2018.
2. Agarkov, A. P. Management of innovation activity: A textbook for use in the educational process of educational organizations implementing higher education programs in the areas of training "Management", "Innovation" (bachelor's level) / A. P. Agarkov, R. S. Heads. – 2nd edition. - Moscow: Publishing and Trade Corporation "Dashkov and K", 2020. - 204 p.

3. Alekseev, A. A. Innovative management: textbook and workshop for universities / A. A. Alekseev. - 2nd ed., revised. and additional - Moscow: Yurayt Publishing House, 2021. - 259 p.
4. Alekseeva, M. B. Analysis of innovation activity: textbook and workshop for universities / M. B. Alekseeva, P. P. Vetrenko. - Moscow: Yurayt Publishing House, 2021. - 303 p.
5. Baranchev, V.P., Maslennikova N.P., Mishin V.M. Management of innovations: a textbook for academic undergraduate studies. - 3rd ed., revised. and additional - Moscow: Yurayt Publishing House, 2019. - 747 p.
6. Belyaev, Yu. M. Innovative management: a textbook for bachelors / Yu. M. Belyaev. - 2nd ed., revised. - Moscow: Publishing and Trade Corporation "Dashkov and Co", 2020. - 218 p.
7. Boeva, A. A. Methods of innovative management of an enterprise in a market economy / A. A. Boeva, Yu. V. Pakhomova // Organizational, economic and managerial aspects of the functioning and development of socio-economic systems in an innovative economy: Collection of scientific works based on the materials of the All-Russian Scientific and Practical Conference, Voronezh, May 23, 2019. - Voronezh: Voronezh State Technical University, 2019. - P. 34-42.
8. Vasilevskaya, I. V. Innovative management: study guide / I. V. Vasilevskaya. - 3rd ed. - Moscow: RIOR, 2019. - 129 p.
9. Gorfinkel, V. Ya. Innovative management: textbook / ed. V.Ya. Gorfinkel, T.G. Popadyuk. - 4th ed., revised. and additional - Moscow: University textbook: INFRA-M, 2021. - 380 p.
10. Gribov, V. D. Innovation management: textbook / V. D. Gribov, L. P. Nikitina. - Moscow: INFRA-M, 2019. - 311 p.

Additional readings:

11. Danilina, E. I. Innovative management in personnel management: textbook for bachelors / E. I. Danilina, D. V. Gorelov, Ya. I. Malikova. - 2nd ed. - Moscow: Publishing and Trade Corporation "Dashkov and Co", 2020. - 208 p.
12. Darmilova, Zh. D. Innovative management: textbook for bachelors / Zh. D. Darmilova. - 2nd ed., revised. - Moscow: Publishing and Trade Corporation "Dashkov and Co", 2020. - 168 p.
13. Juha, V. M. Innovative management. Course in diagrams and tables: TEACHING AID on the discipline "Innovation Management" (Electronic resource) / V. M. Dzhukha, T. A. Saltanova. - Rostov-on-Don: Rostov State University of Economics "RINH", 2020. - 68 p.
14. Zvereva, T. M. The need to update the forms and methods of management in the context of the use of innovative management / T. M. Zvereva // Electronic scientific journal. - 2020. - No. 1 (30). - S. 67-70.

15. Innovation management: Teaching aid
16. Innovation management in Russian business / A. V. Borshcheva, M. S. Santalova, I. V. Soklakova, I. L. Surat. – 2nd edition. - Moscow: Publishing and Trade Corporation "Dashkov and K", 2020. - 198 p.
17. Innovative management as an object of management / Yu. I. Minina, K. D. Shlyapin, D. A. Evdokimova, A. I. Gorbacheva // Bulletin of modern research. - 2020. - No. 7-7 (37). - S. 52-58.
18. Innovation management: a textbook for universities / under the general editorship of L. P. Goncharenko. - 2nd ed., revised. and additional - Moscow: Yurayt Publishing House, 2021. - 487 p.
19. Kibanov A.Ya. Organizational personnel management - M.: INFRA-M, 2018.
20. Vikhansky O.S., Naumov A.I., Management: Textbook - 6th ed., Revised. and additional - M.: Master, NIC INFRA-M, 2017. - 656 p.

Internet resources:

1. RUDN ELS and third-party ELS, to which university students have access on the basis of concluded agreements:
 - RUDN Electronic Library System - RUDN EBS <http://lib.rudn.ru/MegaPro/Web>
 - ELS "University Library Online" <http://www.biblioclub.ru>
 - EBS Yurayt <http://www.biblio-online.ru>
 - ELS "Student Consultant" www.studentlibrary.ru
 - EBS "Lan" <http://e.lanbook.com/>
 - EBS "Trinity Bridge"

Databases and search engines:

- electronic fund of legal and normative-technical documentation <http://docs.cntd.ru/>
- Yandex search engine <https://www.yandex.ru/>
- Google search engine <https://www.google.ru/>
- abstract database SCOPUS <http://www.elsevier.com/locate/scopus>

*Educational and methodological materials for internship, filling out a diary and preparing an internship report *:*

1. Safety regulations for the passage of "Pedagogical practice" (initial briefing).
2. The general arrangement and principle of operation of technological production equipment used by students during their internship; flow charts and regulations, etc. (if necessary).
3. Guidelines for filling in a diary by students and preparing a practice report.

* - all educational and methodological materials for internship are posted in accordance with the current procedure on the internship page in TUIS.

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

Assessment toolkit and a grading system to evaluate the level of competences (competences in part) formation as the course results are specified in the Appendix to the course syllabus.

DEVELOPERS:

Candidate of Economic Sciences,
associate professor of the department
of innovation management
and foreign economic activity



V. V. Strenalyuk

PROGRAM MANAGER:

Doctor of Economic Sciences,
head of the department of innovative management
and foreign economic activity



A.I. Kashirin