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Federal State Autonomous Educational Institution of Higher Education

PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA

NAMED AFTER PATRICE LUMUMBA

RUDN University

Academy of Engineering

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

Department of Transport Equipment and Technology

(department realizing the PhD program)

INTERNSHIP SYLLABUS

Pedagogical Training

(internship type)

Scientific specialty:

2.9.9. Logistic transport systems

(scientific speciality code and title)

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

Logistic transport systems

(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

The results of pedagogical practice are the knowledge, skills and experience gained by a postgraduate student in the following types of teaching activities within the framework of the main educational programs of higher education:

- conducting practical training sessions (seminars, laboratory work, etc.);
- conducting group and individual consultations of students;
- assessment of the results of mastering disciplines and practices (current and intermediate certification);
- development of educational and methodological documentation;
- preparation of training materials to be placed in the telecommunication training and information system;
- organization and conduct of students' internships;
- organization and holding of university events (career guidance, scientific and technical, student).

The types of activities and their scope are chosen by the head of pedagogical practice, based on the wishes of the postgraduate student, coordinates this choice with the head of the department and fixes it in the individual assignment for pedagogical practice.

3. INTERNSHIP WORKLOAD

The overall workload of the internship is 5 credits (180 academic hours).

4. INTERNSHIP CONTENTS

Stages of internship	Content of the units (topics)	Workload, acad. hours
Section 1. Organizational and preparatory stage	Introductory meeting: giving instructions on the forms, types of work during pedagogical training	1
	A PhD student receives an individual assignment for an internship from the supervisor of the internship	1
	A postgraduate student's instruction in occupational health and safety and fire safety during the internship	1
Section 2. The main stage	Study by a postgraduate student of regulatory documents, the structure of the educational process, educational and methodological documentation and other materials on academic disciplines and practices implemented by the department	19
	Postgraduate student's attendance at training sessions, scientific, technical, career guidance and other university events held by the leading scientific and pedagogical staff of the department	50
	Conducting practical classes by a postgraduate student, carrying out other teaching activities specified in section 2 of this internship program	62
	Conducting the current monitoring of the internship by the head of the internship	7
	Keeping an intern's diary by a PhD student	3
Section 3. Reporting stage (intermediate certification)	Editing the practice report	26
	Submitting and defending the practice report	10
Total academic hours of internship:		180

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) Самойлов В.Д. Педагогика и психология высшей школы: учебник / Москва; Вологда: Инфра-Инженерия, 2021. 248 с. <https://biblioclub.ru/index.php?page=book&id=618031>.

2) Смирнов С.Д. Психология и педагогика в высшей школе: учебное пособие для вузов / 3-е изд., перераб. и доп. М.: Юрайт, 2022. 352 с. <https://urait.ru/bcode/490610>.

3) Суроедова Е.А. [и др.] Введение в профессию Преподаватель вуза. Трудовые функции преподавателя: учебник / М.: КноРус. 2022. 458 с.

4) Чучалин А.И. Подготовка аспирантов к педагогической деятельности в высшей школе / М.: Высшее образование в России. 2017. № 8/9. С. 5-21. <https://cyberleninka.ru/article/n/podgotovka-aspirantov-k-pedagogicheskoy-deyatelnosti-v-vysshey-shkole>.

5) Щенников С.А. [и др.] Инновационные процессы в образовании. Тьюторство. в 2-х ч. ч. 1: уч. пособие для СПО / 3-е изд., испр. и доп. М.: Юрайт, 2017. 190 с. <https://www.biblio-online.ru/bcode/438354>.

6) Белкина В.Н. [и др.] Методика преподавания: оценка профессиональных компетенций у студентов: учеб. пособие для вузов / 2-е изд. М.: Юрайт, 2017. 212 с. <https://www.biblio-online.ru/bcode/424102>.

7) Горелов В.П. [и др.] Докторантам, аспирантам, соискателям учёных степеней и учёных званий: практическое пособие / 2-е изд. М., Берлин: Директ-Медиа, 2016. 736 с. с. 160-163. <http://biblioclub.ru/index.php?page=book&id=428233>.

8) Основная литература, приведенная в программах (рабочих программах) дисциплин и практик, в проведении которых участвует аспирант.

Additional readings:

1) Кузнецов В.В. Введение в педагогическую деятельность: учебник и практикум для СПО / 3-е изд., испр. и доп. М.: Юрайт, 2019. 222 с. <https://www.biblio-online.ru/bcode/442279>.

2) Коротаева Е.В. Образовательные технологии в педагогическом взаимодействии: уч. пособие для вузов / 2-е изд. перераб. и доп. М.: Юрайт, 2017. 181 с. URL: <https://www.biblio-online.ru/bcode/429700>.

Internet sources:

ELS RUDN University and third party EBS, to which university students have access based signed contracts:

- RUDN Electronic Library System, <http://lib.rudn.ru/MegaPro/Web>;
- ELS University Library Online, <http://www.biblioclub.ru>;
- EBS Urayt <http://www.biblio-online.ru>;
- ELS Student Consultant, <http://www.studentlibrary.ru>;
- EBS Lan <http://e.lanbook.com>;
- EBS Trinity Bridge <http://www.trmost.ru>.

Databases and search engines:

- Electronic fund of legal and normative-technical documentation, <http://docs.cntd.ru>;
- Yandex search system <https://www.yandex.ru>;
- Google search system <https://www.google.com>;
- Reference database Scopus <http://www.elsevier.com/locate/scopus>.

Educational and methodological materials for students' self-work studying the internship:

- Instructions for labor protection and fire safety during practical training (initial instruction).
- Guidelines for students to fill out a diary and prepare a report on internship.

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 on the TUIS platform.

DEVELOPERS:

**Associate Professor of the
Department of Transport
Equipment and Technology**

Position, BD

Signed

S.V. Khlopkov

Name and surname

**THE HEAD OF THE
EDUCATIONAL PROGRAMME:
Professor, Head of Department
of Transport Equipment and
Technology**

Position, BD

Signed

A.R. Asoyan

Name and surname