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**Federal State Autonomous Educational Institution of Higher Education
PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA NAMED AFTER PATRICE
LUMUMBA
RUDN University**

**Law Institute, Department of Civil Law and Procedure and Private International
Law**

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

COURSE SYLLABUS

**Digital Transformation of the Notary System /
Цифровая трансформация нотариата**

course title

Recommended by the Didactic Council for the Education Field of:

40.04.01. Law

field of studies / speciality code and title

**The course instruction is implemented within the professional education programme of
higher education:**

Civil law

higher education programme profile/specialisation title

1. COURSE GOAL(s)

The purpose of mastering the discipline " Digital Transformation of the Notary System " is to gain knowledge on the theoretical, legal, institutional and organizational foundations of the functioning of the notary and the performance of certain types of notarial actions using information technology, as well as skills and abilities for their application in practice.

2. REQUIREMENTS FOR LEARNING OUTCOMES

Mastering the course is aimed at the Magister's students' formation of the following competencies (part of competencies):

Table 2.1. List of competences that students acquire through the course study

Competence code	Competence descriptor	Competence formation indicators (within this course)
GC-7	GC-7. Is able to: search for the necessary sources of information and data, perceive, analyze, memorize and transmit information using digital means, as well as using algorithms when working with data obtained from various sources in order to effectively use the information received to solve problems; evaluate information, its reliability, build logical conclusions based on incoming information and data.	GC-7.1. Searches for the necessary sources of information and data, perceives, analyzes, remembers and transmits information using digital means, as well as using algorithms when working with data obtained from various sources in order to effectively use the information received to solve problems; GC-7.2. Evaluates information, its reliability, builds logical conclusions based on incoming information and data
GPC-1	GPC-1. He is able to analyze non-standard situations of law enforcement practice and offer optimal solutions to them.	GPC-1.1. Has general and special knowledge to identify and solve non-standard situations (situations in which uniform approaches to the application of legal norms have not been formed) in law enforcement practice; GPC-1.2. Analyzes non-standard situations in law enforcement practice, including identifying legal and other causes and/or conditions of their occurrence; GPC-1.3. Develops optimal solutions to non-standard situations of law enforcement practice, taking into account possible legal consequences, and formalizes these decisions in the form prescribed by law.

Competence code	Competence descriptor	Competence formation indicators (within this course)
GPC-2	GPC-2. He is able to independently prepare expert legal opinions and conduct an examination of normative (individual) legal acts.	GPC-2.1. Knows the rules for the preparation of expert legal opinions and the rules for the examination of regulatory (individual) legal acts; GPC-2.2. Is able to independently conduct a legal examination of regulatory (individual) legal acts; GPC-2.3. Has the skills to prepare and issue expert legal opinions and conduct expert examinations of normative (individual) legal acts.
GPC-3	GPC-3. Able to interpret legal acts competently, including in situations of gaps and conflicts of law.	GPC-3.1. Knows the essence and specifics of methods and methods of interpretation of legal acts, ways to eliminate gaps and conflicts in law; GPC-3.2 Has the skills to interpret normative legal acts, including in situations of gaps and conflicts of law GPC-3.3 Provides qualified explanations on the content and application of the rules of law.
GPC-4	GPC-4. He is able to argue the legal position on the case in writing and orally, including in adversarial proceedings.	GPC-4.1. Knows the content of basic and specific legal concepts, terms and definitions, is able to use them to build an oral and written position on a specific legal problem; GPC-4.2. Is able to argue the legal position on the case in writing and orally, including taking into account the principle of adversarial proceedings; GPC-4.3. Has the skills of drafting legal documents on the case and the skills of public speaking with argumentation of the position for professional polemics in the judicial process.
GPC-5	GPC-5. He is able to independently draw up legal documents and develop drafts of normative (individual) legal acts.	GPC-5.1. Has general and specific legal knowledge necessary for the preparation of legal documents for various purposes and the development of draft normative (individual) legal acts; GPC-5.2. Independently draws up legal documents and develops drafts of normative (individual) legal acts GPC-5.3. Has the skills of drafting legal documents and drafting normative (individual) legal acts in accordance with the profile of his professional activity

Competence code	Competence descriptor	Competence formation indicators (within this course)
GPC-6	GPC-6. Able to ensure compliance with the principles of ethics of a lawyer, including taking measures to prevent corruption and suppress corruption (other) offenses.	GPC-6.1. Knows the specifics of ethical standards in professional legal activity; GPC-6.2. Ensures compliance with the principles of ethics in specific types of legal activities, including taking measures to prevent corruption and suppress corruption (other) offenses; GPC-6.3. Possesses systematic skills in ensuring compliance with the principles of ethics of a lawyer, including taking measures to prevent corruption and suppress corruption (other) offenses.
GPC-7	GPC-7. He is able to apply information technologies and use legal databases to solve the tasks of professional activity, taking into account the requirements of information security.	GPC-7.1. Knows the basic information technologies and legal bases for solving problems in various fields of legal activity; GPC-7.2. Applies information technologies and uses legal databases to solve the tasks of professional activity, taking into account the requirements of information security; GPC-7.3. Has the skills of information service and data processing to solve the tasks of professional activity, taking into account the requirements of information security.
PC-3	PC-3. Capable of professionally applying the norms of substantive and procedural law in specific areas of legal activity	PC-3.1. Knows the specifics of legal regulation and law enforcement practice in specific areas of legal activity; PC-3.2. Correctly establishes legal facts, as well as facts and circumstances of legal significance, carries out their comprehensive analysis, taking into account the specifics of the evidentiary process in specific areas of legal activity; PC-3.3. Correctly carries out legal qualifications, correctly and reasonably applies the norms of substantive and procedural law in professional activity; PC-3.4. Makes a law enforcement decision in the form prescribed by law, in compliance with its industry affiliation, requirements for the structure, adoption procedure and competence of the subject of law enforcement.

Competence code	Competence descriptor	Competence formation indicators (within this course)
PC-4	PC-4. Able to provide qualified legal advice in specific areas of legal activity.	PC-4.1. Knows the specifics and methodology of consulting in specific areas of legal activity; PC-4.2. Provides qualified advice in specific areas of legal activity; PC-4.3. Has the skills of legal consulting in specific areas of legal activity.

3. COURSE IN HIGHER EDUCATION PROGRAMME STRUCTURE

The course refers to the core/variable/elective* component of (B1) block of the higher educational programme curriculum.

* - Underline whatever applicable.

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

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

Competence code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
GC-7	GC-7. Is able to: search for the necessary sources of information and data, perceive, analyze, memorize and transmit information using digital means, as well as using algorithms when working with data obtained from various sources in order to effectively use the information received to solve problems; evaluate information, its reliability, build logical conclusions based on incoming information and data.	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of substantive and procedural civil and labor law Theory of civil law	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy)

Competence code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
			Legal regulation of tokenization in civil circulation
GPC-1	GPC-1. He is able to analyze non-standard situations of law enforcement practice and offer optimal solutions to them.	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of substantive and procedural civil and labor law Theory of civil law	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy) Legal regulation of tokenization in civil circulation
GPC-2	GPC-2. He is able to independently prepare expert legal opinions and conduct an examination of normative (individual) legal acts.	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of substantive and procedural civil and labor law Theory of civil law	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity

Competence code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
			Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy) Legal regulation of tokenization in civil circulation
GPC-3	GPC-3. Able to interpret legal acts competently, including in situations of gaps and conflicts of law.	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of substantive and procedural civil and labor law Theory of civil law	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy) Legal regulation of tokenization in civil circulation
GPC-4	GPC-4. He is able to argue the legal position on the case in writing and orally, including in adversarial	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets

Competence code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
	proceedings.	law and process History of the science of substantive and procedural civil and labor law Theory of civil law	World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy) Legal regulation of tokenization in civil circulation
GPC-5	GPC-5. He is able to independently draw up legal documents and develop drafts of normative (individual) legal acts.	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of substantive and procedural civil and labor law Theory of civil law	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy)

Competence code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
			Legal regulation of tokenization in civil circulation
GPC-6	GPC-6. Is able to ensure compliance with the principles of ethics of a lawyer, including taking measures to prevent corruption and suppress corruption (other) offenses.	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of substantive and procedural civil and labor law Theory of civil law	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy) Legal regulation of tokenization in civil
GPC-7	GPC-7. He is able to apply information technologies and use legal databases to solve the tasks of professional activity, taking into account the requirements of information security.	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of substantive and procedural civil and labor law Theory of civil law	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes

Competence code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
			Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy) Legal regulation of tokenization in civil circulation
PC-3	PC-3 Capable of professionally applying the norms of substantive and procedural law in specific areas of legal activity	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of substantive and procedural civil and labor law Theory of civil law	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy) Legal regulation of tokenization in civil
PC-4	PC-4. Able to provide qualified legal advice in specific areas of legal activity.	Philosophy of Law History and methodology of legal science Comparative Law Actual problems of civil law and process History of the science of	Insurance law International Commercial arbitration Legal regulation of transactions with foreign assets World Trade Organization law

Competence code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
		substantive and procedural civil and labor law Theory of civil law	Legal regulation of cultural values and the sphere of art Contract law Patent law Copyright Legal regulation of foreign economic activity Energy disputes Protection of the rights and legitimate interests of business entities in the EAEU: judicial and non-judicial mechanisms Housing law Institute of Insolvency (Bankruptcy) Legal regulation of tokenization in civil

* To be filled in according to the competence matrix of the higher education programme.

4. COURSE WORKLOAD AND ACADEMIC ACTIVITIES

1) The total workload of the course is 2 credits (72 academic hours).

Table 4.1. Types of academic activities during the periods of higher education programme mastering (**full-time training**)*

Type of academic activities	Total academic hours	Semesters/training modules			
		1	2	3	4
Contact academic hours	32	-	32		
Seminars (workshops/tutorials) (S)	32	-	32		
Self-studies	13	-	13		
Evaluation and assessment (exam/passing/failing grade)	27	-	27		
Course workload	academic hours	72	-	72	
	credits	2	-	2	

Table 4.2. Types of academic activities during the periods of higher education programme mastering (**part-time training**)*

Type of academic activities	Total academic hours	Semesters/training modules			
		1	2	3	4

Type of academic activities	Total academic hours	Semesters/training modules			
		1	2	3	4
<i>Contact academic hours</i>	20		20		
Seminars (workshops/tutorials) (S)	20		20		
<i>Self-studies</i>	25		25		
<i>Evaluation and assessment (exam/passing/failing grade)</i>	27		27		
Course workload	academic hours_	72	-	72	
	credits	2	-	2	

5. COURSE CONTENTS

Table 5.1. Course contents and academic activities types

Course module title	Course module contents (topics)	Academic activities types
Section I. Fundamentals of the notary	Topic 1.1. The concept, principles and legal regulation of the notary. The history of the notary.	S
	Topic 1.2. Organization of the notary.	S
Section II. Notarial actions	Topic 2.1. Notarial actions and the basic rules for their performance.	S
	Topic 2.2. Notarization of transactions.	S
	Topic 2.3. Registration of inheritance rights by a notary.	S
	Topic 2.4. Performing other notarial actions.	S
	Topic 2.5. Organization of notaries in foreign countries.	S

* - to be filled in only for **full**-time training: LC - lectures; LW - lab work; S - seminars.

6. CLASSROOM EQUIPMENT AND TECHNOLOGY SUPPORT REQUIREMENTS

Table 6.1. Classroom equipment and technology support requirements

Type of academic activities	Classroom equipment	Specialised educational / laboratory equipment, software, and materials for course study (if necessary)
Lecture	A lecture hall for lecture-type classes, equipped with a set of specialised furniture; board (screen) and technical means of multimedia presentations.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board

Type of academic activities	Classroom equipment	Specialised educational / laboratory equipment, software, and materials for course study (if necessary)
		WiFi
Lab work	A classroom for laboratory work, individual consultations, current and mid-term assessment; equipped with a set of specialised furniture and machinery.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi
Seminar	A classroom for conducting seminars, group and individual consultations, current and mid-term assessment; equipped with a set of specialised furniture and technical means for multimedia presentations.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi, specialized software: Trados
Computer Lab	A classroom for conducting classes, group and individual consultations, current and mid-term assessment, equipped with personal computers (in the amount of 30 pcs), a board (screen) and technical means of multimedia presentations.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi
Self-studies	A classroom for independent work of students (can be used for seminars and consultations), equipped with a set of specialised furniture and computers with access to the electronic information and educational environment.	A set of specialized furniture; technical means: Monoblock Multimedia projector Screen for projector Marker board WiFi

* The premises for students' self-studies are subject to **MANDATORY** mention

7. RESOURCES RECOMMENDED FOR COURSE STUDY

Main readings:

1. Begichev A.V. Notary : textbook / A.V. Begichev. – M., 2018. – 288 p.
2. Notary law : textbook / Edited by prof. V.V. Yarkov. – 2nd ed., ispr. and add. – M.: Statute, 2017. – 576 p.
3. Sannikova L.V., Kharitonova Y.S. Digital assets: legal analysis: monograph. Moscow: 4 Print, 2020. 304 p.

Additional readings:

1. Begichev A.V. The origins of the Latin type notary in Russia // Notary, 2017. - N 1. - pp. 44-47.
2. Germanova A.A. The main notarial actions at the present stage and their improvement with the help of digitalization of the notary // Notary. 2020. N 5. pp. 3-6.
3. Grin E.S. Inheritance of accounts in social networks: Russian and foreign experience // Actual problems of Russian law. 2022. N 2. p. 128 - 134.
4. Dolgov S.G. Notary today, digital or electronic? // Notary. 2021. N 2. pp. 42-45.
5. Kirillova E.A. The main problems of inheritance of digital assets // Inheritance law. 2020. N 2. pp. 37-39.
6. Kirsanova E.E. Legal regulation of the turnover of rights to the results of intellectual activity in the digital economy: monograph. M.: Justicinform, 2022. 228 p.
7. Commentary on the Fundamentals of the legislation of the Russian Federation on notaries (article by article) / V.V. Argunov, T.A. Archugova, A.V. Begichev, etc.; edited by K.A. Corsica. - M.: Foundation for the Development of Legal Culture, 2018. - 560 p.
8. Tarasenkova A.N. Information law: age marking, digital security and other issues. Moscow: Editorial office of Rossiyskaya Gazeta, 2019. Issue 20. 176 p.
9. Yatsenko T.S. Inheritance law in the digital age: challenges and development trends // Inheritance law. 2020. N 2. p. 7-10.
10. Kirillova E.A. Problems of development of electronic document management in the Russian notary // Notary, 2017. - N 1. - p. 6 - 9.
11. Kirillova E.A. Electronic interaction of the notary with the Unified State Registry Office Registry office: novelties of legislation // Notary, 2017. - N 5. - p. 32 - 34.
12. Notary's desk book: Notary's desk book: in 3 volumes / edited by I. G. Rents. – 4th ed., reprint. and additional – Moscow: Statute, 2022.
13. Samigulina A.V. Legal problems of the Russian notary // Bulletin of Arbitration Practice, 2018. - N 1. - p. 50 – 58.
14. Shevchenko S.N. On the constitutional and legal status of the notary // Notary, 2016. - N 2. - p. 3 - 4.
15. Yaroshenko T.V. On the question of the correlation of judicial and notarial forms of protection and protection of civil rights // Notary. 2019. N 2. pp. 11 - 13.
16. Yarkov V.V. Modern notary of Russia: choosing a vector of development // Judge, 2014. - N 7. - p. 8-18.

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"
- Academic Writing – URL:
- http://www.hectorortiz.cl/articulos/academic_writing_2008.swf
- Academese. – URL: <http://grammar.about.com/od/ab/g/Academese.htm>
 - Documentation. – URL: <http://grammar.about.com/od/d/g/Documentation.htm>
 - Plagiarism. – URL: <http://grammar.about.com/od/pq/g/plagiarismterm.htm>

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.elsevier.com/locate/scopus/>

Training toolkit for self- studies to master the course *:

* The training toolkit for self- studies to master the course is placed on the course 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 UPON COURSE COMPLETION

The assessment toolkit and the grading system* to evaluate the competences formation level (competences in part) upon the course study completion are specified in the Appendix to the course 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:

**Professor of the Department
of Civil Law and Procedure
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position, department

A.V. Begichev

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