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**Federal State Autonomous Educational Institution of Higher Education  
“Peoples' Friendship University of Russia”**

**Engineering Academy**

name of the main educational unit

**PRACTICE PROGRAM**

**Organizational and management practice**

(name of practice)

**Production**

(type of practice: educational, production)

For the direction of training

**27.04.05 Innovation Study**

(Code and name of the direction of training)

Practical training of students is carried out as part of the implementation of the main professional educational program of higher education (ОП ВО)

**Innovation management**

(Name (orientation/profile ОП ВО))

Form of study: **full-time**

## 1. PURPOSE OF THE PRACTICE

The purpose of the practice is to deepen, systematize and consolidate new theoretical knowledge in the field of innovation management in organizational systems, strengthen professional skills and abilities acquired during the training Organizational and Management practice.

The main effectiveness of this practice is the independent individual work of students in the conditions of an enterprise that organizes and / or carries out innovative activities, introducing the student to the social environment of this enterprise in order to form the necessary managerial competencies.

## 2. REQUIREMENTS FOR THE RESULTS OF TRAINING BASED ON THE RESULTS OF THE INTERNSHIP

The practice is aimed at the formation of the following competencies (parts of competencies) among students:

*Table 2.1. The list of competencies formed in students during the practice (learning outcomes based on the results of practice)*

Competence code	Name of competence	Indicators of competence achievement (within the framework of this practice)
OIK-7	Being able to reasonably choose and justify structural, algorithmic, technological and software solutions for managing innovation processes and projects, implement them in practice in relation to enterprise innovation systems, industry and regional innovation systems	OIK-7.1. Demonstrate knowledge of technological and software solutions for the management of innovative processes
PIK-1	Being able to organize the work of a creative team to achieve a scientific goal, find and make managerial decisions, evaluate the quality and effectiveness of labor, costs and results of the scientific and production team	PIK-1.1. Demonstrate knowledge of the key principles of creative team management PIK-1.2. Use tools for assessing the quality and effectiveness of work
PIK-2	Being able to find (choose) optimal solutions when creating new high-tech products, taking into account the requirements of quality, cost, completion time, competitiveness and environmental safety	PIK-2.1. Demonstrate knowledge of assessing the quality, cost and competitiveness of an innovative product or service PIK-2.2. Use environmental safety assessment methods
PIK-3	Being able to develop a plan and program for the organization of innovative activities of the research and production unit, to carry out a feasibility study of innovative projects and programs	PIK-3.1. Use the methods of technical and economic design of innovative productions PIK-3.2. Develop a plan and program for organizing innovation activities

## 3. THE PLACE OF PRACTICE IN THE STRUCTURE OF EDUCATIONAL PROGRAM OF HIGHER EDUCATION OII BO

Practice refers to the variable component of the mandatory part of block 2 of the curriculum.

Within the framework of the educational program OII BO, students also master other disciplines and practices that contribute to achieving the planned learning outcomes based on the results of practical training:

*Table 3.1. The list of components of the educational support OII BO, contributing to the achievement of the planned learning outcomes based on the results of the internship*

Competence code	Name of competence	Previous disciplines/practices*	Subsequent disciplines/practices*
OIK-7	Being able to reasonably choose and justify structural, algorithmic, technological and software solutions for managing innovation processes and projects, implement them in practice in relation to enterprise innovation systems, indus-	Design of automated control systems Management of operational activities of high-tech industries Programming technologies for innovative industries Digital technologies of innovative production	Preparation and process of passing the state exam Execution, preparation for the defense procedure and defense of the final qualification work

	try and regional innovation systems	Workshop on the Application of Earth Remote Sensing Data and Geographic Information Systems	
ПК-1	Being able to organize the work of a creative team to achieve a scientific goal, find and make managerial decisions, evaluate the quality and effectiveness of labor, costs and results of the scientific and production team	Innovative HR management technologies Introductory practice Organizational and Managerial Practice	Pre-diploma practice Preparation and process of passing the state exam Execution, preparation for the defense procedure and defense of the final qualification work
ПК-2	Being able to find (choose) optimal solutions when creating new high-tech products, taking into account the requirements of quality, cost, completion time, competitiveness and environmental safety	Management of operational activities of high-tech industries Strategic controlling in an innovative enterprise Environmental management in innovative enterprises Economics of high-tech industries/ Innovative technologies of environmental management in industries Marketing of innovative products Supply Chain Management in an Innovative Enterprise Evaluation of the effectiveness of innovation and investment projects / International scientific and technical cooperation  Introductory practice Organizational and Managerial Practice (U)	Pre-diploma practice Preparation and process of passing the state exam Execution, preparation for the defense procedure and defense of the final qualification work
ПК-3	Being able to develop a plan and program for the organization of innovative activities of the research and production unit, to carry out a feasibility study of innovative projects and programs	Big Data Processing Management of operational activities of high-tech industries Programming technologies for innovative industries Digital technologies of innovative production Strategic controlling in an innovative enterprise Operational controlling in an innovative enterprise Introductory practice Organizational and Managerial Practice (U)	Pre-diploma practice Preparation and process of passing the state exam Execution, preparation for the defense procedure and defense of the final qualification work

\* - in accordance with the matrix of competencies and CVPI OPI BO

#### 4. SCOPE OF PRACTICE

The total labor intensity of the practice is 15 credit units (540 academic hours).

#### 5. CONTENT OF PRACTICE

Table 5.1. Practice content\*

Name of the practice section	Contents of the section (topics, types of practical activities)	Labor intensity, ac. h
Organizational and	Issuance by the head of the practice of individual tasks for practice	2
	Conducting an organizational meeting with students by the head of the practice and	2

preparatory	the initial briefing of students on safe working conditions and fire safety rules during the internship	
Principal	Collection of data in accordance with the individual task for practice	254
	Analysis and processing of data obtained during the internship	220
Reporting	Preparation of the internship report	40
	Preparation and process of defending of the practice report	22
Altogether:		540

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

## 6. МАТЕРИАЛЬНО-ТЕХНИЧЕСКОЕ ОБЕСПЕЧЕНИЕ ПРОВЕДЕНИЯ ПРАКТИКИ

To conduct the practice, classrooms equipped with specialized furniture, computerized workplaces, office equipment (projector, projector screen, printer / MFP, etc.), Internet access and software (Microsoft Windows operating system, office application package, including MS Office / Office 365, Teams, Skype) are used.

During the internship in a specialized organization, for meetings, consultations and interviews with students, as well as for independent work of students, premises are used that are equipped, similar to the above-mentioned classrooms, as well as the household premises, industrial equipment and devices necessary for the practice.

The above means of logistics of practice must pass the necessary verification (licensing, certification, attestation, verification) and must comply with sanitary and fire safety standards, as well as safety rules and measures, incl. when working with certain production / laboratory equipment.

## 7. METHOD OF PRACTICE

The method of conducting the practice is stationary.

Practice is carried out in the Department of Innovation Management in Industries of the RUDN University Academy of Engineering. By decision of the head of the educational program of higher education, practice can also be carried out in specialized organizations in Moscow on the basis of an agreement on the practical training of students.

The terms of the internship correspond to the period specified in the calendar educational schedule of the educational program of higher education ОП ВО, and can be changed in coordination with the RUDN university educational policy department and the department for the organization of practices and employment of students in RUDN University.

## 8. EDUCATIONAL-METHODOLOGICAL AND INFORMATION SUPPORT OF PRACTICE

*Main literature:*

1) Агарков А.П. Управление инновационной деятельностью / Москва: Дашков и К. 2014. 208 с. ISBN 978-5-394-02328-6. Электронный текст. URL: <https://www.studentlibrary.ru/book/ISBN9785394023286.html>

2) Искандерова Т.А., Каменских Н.А., Кузнецов Д.В., Мехдиев Ш.З., Новокупова И.Н., Тесленко И.Б. Управление инновационной деятельностью: учебник / Москва: Прометей. 2018. 354 с. ISBN 978-5-907003-35-4. Электронный текст. URL: <https://www.studentlibrary.ru/book/ISBN9785907003354.html>

*Further reading:*

1) Ерохина Е.В. Управление инновационной деятельностью в регионе: экономика, кластеры, логистика: научное издание / Москва: Издательство МГТУ им. Н.Э. Баумана. 2013. 368 с. ISBN 978-5-7038-3855-6. Электронный текст. URL: <https://www.studentlibrary.ru/book/ISBN9785703838556.html>

2) Райская М.В. Управление инновационной деятельностью: учебное пособие / Казань: Издательство КНИТУ. 2018. 148 с. ISBN 978-5-7882-2354-4. Электронный текст. URL: <https://www.studentlibrary.ru/book/ISBN9785788223544.html>

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

1) Electronic library system (EBS) of RUDN University and third-party EBS, to which university students have access on the basis of concluded contracts:

- ЭБС РУДН <http://lib.rudn.ru/MegaPro/Web>
- ЭБС «Университетская библиотека онлайн» <http://www.biblioclub.ru>
- ЭБС «Юрайт» <http://www.biblio-online.ru>
- ЭБС «Консультант студента» [www.studentlibrary.ru](http://www.studentlibrary.ru)
- ЭБС «Лань» <http://e.lanbook.com/>
- ЭБС «Троицкий мост»

2) 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.elsevierscience.ru/products/scopus/>

*Specialized program support:*

The use of specialized software is not provided.

*Educational and methodical materials for internship, filling out a diary and issuing a report on practice\*:*

1) Rules of safe working conditions and fire safety during the passage of the "Pre-diploma practice" (primary instruction).

2) Methodological recommendations for filling out a diary for students and issuing a report on practice.

\* - all educational and methodological materials for internship are placed in accordance with the current procedure on the internship page in the telecommunications educational and information system (TUIS) of RUDN University

## **9. EVALUATION MATERIALS AND SCORE-RATING SYSTEM FOR ASSESSING THE LEVEL OF FORMATION OF COMPETENCES ON THE RESULTS OF PRACTICE**

Assessment materials and a point-rating system\* for assessing the level of formation of competencies (part of competencies) based on the results of the internship are presented in the Appendix to this Internship Program.

\* - ОМ и БРС are formed on the basis of the requirements of the relevant local regulatory act of the RUDN University

### **Educational designer:**

Associate Professor, Ph.D



E. A. Kovaleva

### **Director of innovation management in industries department**



O.E. Samusenko

### **Head of EP HE:**

Associate Professor, Ph.D



Yu. A. Nazarova