

PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA
FACULTY OF PHILOLOGY
DEPARTMENT OF GENERAL AND RUSSIAN LINGUISTICS

Recommended by ICSU

PROGRAM OF PEDAGOGICAL PRACTICE

Graduate's Degree – post-graduation (PhD)

Higher Education Field: 45.06.01 “Linguistics and Literary Studies”

Recommended for specification:

10.02.19. English and Russian Literature: Comparative Studies

Post-graduate qualification: Researcher. Lecturer-researcher.

Form of study: itramural

The working program of the practice is developed in accordance with the curriculum for the specification 45.06.01 "Linguistics and Literary Studies", profile 10.02.19. English and Russian Literature: Comparative Studies at the meeting of the department of Russian and foreign literature 15 / June / 2018 (Protocol No. 9).

The author of the course



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1. Aims and objectives of the practice

The organization and conduct of pedagogical practice are aimed at ensuring the continuity and consistency of mastering the students' skills and abilities of professional pedagogical activity, competencies in accordance with the requirements of the ES HE RUDN to the level of postgraduate training.

The objectives of pedagogical practice are:

- consolidation and deepening of theoretical and practical training of postgraduate students in the field of pedagogical activity;
- formation of competences of the professor of the higher school capable to carry out educational, methodical and pedagogical work at the modern scientific and methodical levels;
- formation of professional competence in the field of design, implementation and evaluation of the educational process and the educational environment on the basis of higher education institutions.
- acquisition of skills of work in scientific and pedagogical team.

The main aims of the practice are:

- acquaintance of postgraduate students with the content, forms and technologies of education in the system of higher and additional education;
- formation of skills of system design of educational material, skills of design of educational activities,
- ensuring readiness for the organization of communication and interaction in educational groups
- formation of skills for the development of educational programs in philological disciplines
- formation of skills for the use of innovative technologies and active methods of teaching;
- development of professional awareness;
- ensuring readiness for professional self-improvement, development of innovative thinking and creative potential, pedagogical skills;
- gaining experience in educational activities in order to improve the level of culture of the society.

Place of the practice in the structure of the BEP

Pedagogical practice refers to the block 2 "Practice" of the curriculum.

Table 1 shows the previous and subsequent disciplines aimed at the formation of competencies of the discipline in accordance with the matrix of competencies of EP HE.

Table 1. Previous and subsequent disciplines aimed at the formation of competencies

№	Code and title of the competence	Previous disciplines	subsequent disciplines (groups of disciplines)
Universal competences			
1	readiness to take part in Russian and international research teams to attain scientific and educational tasks; (UC-3)	Scientific-research seminar in the field of General psychology, psychology of personality, history of psychology; Scientific research	Scientific research; Scientific-research practice
2	ability to set and solve task of self-development as a professional personality (UC-5)	Scientific-research seminar in the field of General psychology, psychology of personality, history of psychology; Scientific research	Scientific research; Scientific-research practice
General professional competences			
3	readiness to teach students according to main higher educational programmes (GPC-2)	Pedagogics of higher education	-
Professional competences			
4	ability to take part in teamwork of professional groups to produce materials in the sphere of literary theory and history of literature (collections of texts, specialized dictionaries and data base) including digital ones (PC-3)	Pedagogics of higher education	-
5	ability to take part in teamwork of professional groups to produce various philological editions, dictionaries (literary-historical, biographical, dictionaries of the writer's thesaurus or/and the language of the verbal artwork etc), data base and collections of various types of texts, including texts of Russian and foreign fiction, journal essays, folklore, ancient written/handwritten	Pedagogics of higher education	-

	heritage, as well as texts, published in mass-media sources (PC-6)		
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3. Forms of practice: stationary

The main form of pedagogical practice is passive and active participation in the process of training and education of students of higher education.

Pedagogical activity of the postgraduate student is organized and controlled by the head of practice of the department and/or the supervisor of the postgraduate student. The content of pedagogical practice may include the organization of independent work of students, counseling, participation in quizzes, assessment works, colloquiums, surveys, checking homework, tests, creative works, seminars and workshops, as well as lectures under the guidance of or in the presence of a professor.

For students with disabilities and limited possibilities of health, practical training is established taking into account the peculiarities of psychophysical development, individual capabilities and health status.

4. The amount of practice and forms of educational work.

Table 2. The amount of practice and forms of educational work.

Type of educational work		total, ac. hours	Semester 3/4
Contact work of the student with the teacher, including control		26	26
Other forms of educational work, including keeping a practice diary and preparing a report by the students		730	730
Form of assessment			differentiated test
Total amount of work	Academic hours	756	756
	Credit units	21	21
Duration of practice	weeks	distributed	

5. Place and time of performing the practice

Pedagogical practice is carried out at the specialized departments of the faculty of philology or in other structural units of RUDN.

Teaching practice is usually carried out at the second year of study throughout the third or/and fourth semesters.

6. Competences of the student, formed as a result of practical training:

Universal competences

readiness to take part in Russian and international research teams to attain scientific and educational tasks (UC-3)

ability to set and solve task of self-development as a professional personality (UC-5)

General professional competences

readiness to teach students according to main higher educational programmes (GPC-2)

Professional competences

ability to take part in teamwork of professional groups to produce materials in the sphere of literary theory and history of literature (collections of texts, specialized dictionaries and data base) including digital ones (PC-3)

ability to take part in teamwork of professional groups to produce various philological editions, dictionaries (literary-historical, biographical, dictionaries of the writer's thesaurus or/and the language of the verbal artwork etc), data base and collections of various types of texts, including texts of Russian and foreign fiction, journal essays, folklore, ancient written/handwritten heritage, as well as texts, published in mass-media sources (PC-6)

The result of practical training is are skills, knowledge and experience of professional activity that characterize the stages of formation of competencies and ensure the achievement of the planned results of the development of the educational program, presented in table 3.

Table 3. Results of the development of the educational program, correlated with the planned results of the development of GEP HE

Competence	Knowledge	Skills	Abilities
1	2	3	4
readiness to take part in Russian and international research teams to attain scientific and educational tasks; (UC-3)	creation of resources in the field of theory and history of literature (text corpora, specialized dictionaries and	take part in the work of professional teams to create resources in the field of theory and history of literature	Knowledge in the field of theory and history of literature

	databases), including electronic		
ability to set and solve task of self-development as a professional personality (UC-5)	PIQ and the requirements imposed on the professor of the University in modern conditions.	to use theoretical knowledge in pedagogical process; to interact with international student audience taking into account its features	the necessary theoretical foundations of the discipline taught; skills of self-assessment and self-control.
readiness to teach students according to main higher educational programmes (GPC-2)	content of the taught subject; basic methods and methodology of teaching in high school	to carry out educational and methodical work on the design and organization of the educational process; organize educational work with students	understanding of ways of optimization of educational and professional activity of students, skills of work with scientific, educational and methodical literature in the field of construction of working curricula, funds of estimated means.
ability to take part in teamwork of professional groups to produce various philological editions, dictionaries (literary-historical, biographical, dictionaries of the writer's thesaurus or/and the language of the verbal artwork etc), data base and collections of various types of texts, including texts of Russian and foreign fiction, journal essays, folklore, ancient written/handwritten heritage, as well as texts, published in mass-media sources (PC-6)	entity and content of pedagogical activities; content and methods of preparation and of the main types of educational activities	identify key directions of complex perfection of educational process; bring variety to one's activities, apply new more effective technologies in the field of pedagogical activity;	conducting educational activities and organizing independent educational work in educational institutions

7. The structure and content of the practice.

The total complexity of the practice is 24 credit units (864 hours).

№	Stages of the practice	Kinds of work carried out by the students	Educational work, ac. hours		Total, Ac.hours
			Contact work	Other kinds of educational work	
1	Organizational-preparatory	Getting an individual assignment for practice from the supervisor	2	-	2
		Briefing on accident prevention at the workplace (in the laboratory and / or in the workplace)	2	-	2
2	Basic	Acquaintance with the working duties and rights of professors of the University, the rules of internal regulations of the University, documents regulating the educational process.	-	10	10
		Study of the curricula and bachelor's preparation programs, the principles of their creation.	-	50	50
		The study of methodological literature for the preparation of bachelors in the specification of "Philology".	-	50	50
		Attending classes of professors in literature, the implementation of their analysis.	-	10	10
		Attendance of master trainees with further analysis and suggestions.	-	10	10
		Selection and analysis of the main and additional literature in accordance with the theme and objectives of the planned classes.	-	150	150

		Development of teaching materials for classes (Fund of assessment materials, information resources).		180	180
		Development of the plan and abstract of the lecture, seminar.		100	100
		Conducting lectures and seminars (practical) classes		10	10
		Self-analysis of the lessons.		20	20
		The supervisor's current control of carrying out the practice	4	-	4
		Keeping a diary of the practice	-	40	40
3	Report	Preparation of a report of the	-	100	100
		Interim assessment (preparation for defense and defense of the report)	18	-	18
		TOTAL	26	730	756

For students belonging to the people with disabilities and/or belonging to the category of "disabled", if necessary, the head of the practice develops individual tasks, plan and procedure of practical training, taking into account the peculiarities of their psychophysical development, individual opportunities and health status, educational program adapted for specified students (if available) and in accordance with individual rehabilitation programs for disabled people.

8. Educational, scientific-research and scientific-production technologies used in educational practice

The following educational technologies are used in the process of pedagogical practice:

- contact work of the student with the teacher, which consists in completing an individual task, passing a safety briefing, getting advice on practical training, filling in the current and reporting documentation, as well as the defense of the report on carrying out the practice;
- other forms of academic work (educational activities), among them main activity of a student for the implementation of the practice sections in accordance with individual task recommended methods and sources of literature aimed at the formation of certain professional skills or experience of professional activity, accounted for by the programme of practices, as well as filling current and reporting documentation, and preparation for the defense of a report concerning performing the practice.

The following research and production technologies are used in the process of practical training:

- mastering of methods of information analysis and interpretation of results of pedagogical and methodical activity;
- performance of written analytical tasks within the practice using recommended information sources;
- use of information technologies;
- use of various electronic database and referential legal systems, etc.

9. Educational-methodical and information support of educational practice

Main literature:

1. Muratova, E. I. Organization of pedagogical practice of the postgraduate students : textbook / E. I. Muratova, I. A. Popov, Ministry of education and science of the Russian Federation - Tambov : Publishing house FGBOU VPO "TSTU", 2017. - 81 p.: Il. - Bibliography.: 57 S. - ISBN 978-5-8265-1735-2 <http://biblioclub.ru/index.php?page=book&id=499029>

2. Lygina N. I. How to design, conduct and evaluate an educational event /Lygina N. I.- Novosibirsk.: NGTU, 2012. - 63 p.: ISBN 978-5-7782-1884-0

<http://znanium.com/catalog/product/546010>

3. Verbitsky, A. A. the Theory and the context-based education : a tutorial / A. A. Verbitsky ; Ministry of education and science of Russia, MSPU - Moscow : MPGU, 2017. - 268 p.: Il. - Bibliography.: 227-234 S. - ISBN 978-5-4263-0384-3

<http://biblioclub.ru/index.php?page=book&id=471551>

Additional literature:

4. Guskova M. V. Fundamentals of evolution in management of quality of education: Monograph / M. V. Guskova. - Moscow: nits INFRA-M, 2014. - 204 p.: 60x88 1/16. - (Science; Education). (back cover) ISBN 978-5-16-009807 <http://znanium.com/catalog/product/458193>

5. Tkachev V. G., Logachev, M. S., Samarin Yu. N. Educational program as a tool of the system of management of quality of professional education: monograph / M. S. Logachev, V. G. Tkachev, Yu. N. Samarin. - M.: INFRA-M, 2019. — 166 p.

<http://znanium.com/catalog/product/1012285>

6. Lygina, N. I. Designing the educational process on the subject in terms of competence approach: textbook for professionals / N. I. Lygina, O. V. Makarenko ; Ministry of education of the Russian Federation, Novosibirsk state technical University. - Novosibirsk: NSTU, 2013. - - 131 S. - ISBN 978-5-7782-2212-0 <http://biblioclub.ru/index.php?page=book&id=228833>

7. Mikryukova, T. S. Methodology and methods of organization of scientific researches : electronic study guide / T. S. Mikryukova ; - Kemerovo : Kemerovo state University, 2015. - 233 p. - Bibliogr.: p. 210-220 - ISBN 978-5-8353-1784-4

<http://biblioclub.ru/index.php?page=book&id=481576>

Resources of information and telecommunication network "Internet":

1. EBS RUDN and other EBS, to which University students have access on the basis of contracts:

- Electronic library of PFUR – PFUR ABS <http://lib.rudn.ru/MegaPro/Web>
- The electronic library system "University library online" <http://www.biblioclub.ru>
- ABS yurayt <http://www.biblio-online.ru>
- ELS "Consultant of a student" www.studentlibrary.ru
- ABS "DOE" <http://e.lanbook.com/>

2. Databases and search engines:

- the Yandex search engine <https://www.yandex.ru/>
- Google search engine <https://www.google.ru/>
- abstract database SCOPUS <http://www.elsevierscience.ru/products/scopus/>

Software: Microsoft Office, Microsoft Windows

Methodological materials for practical training, maintaining current and preparing reporting documentation for students (located on system of People's Friendship University in the relevant section of the discipline):

Methodical instructions for practical training, maintaining current and preparing reporting documentation students in the specification 45.06.01, Linguistics and Literary Studies, Recommended for profile:

10.01.03 Literature of foreign countries (10.01.03 Literature of foreign countries (Europe, The USA, Australia, Asia, Africa, the countries of CIS) (Appendix 2)

10. Material and technical support of pedagogical practice

Conducting teaching practice requires the classrooms equipped according to safety requirements when carrying out educational activities, if necessary, a computer lab with workstations provided with the access to the Internet and classrooms with multimedia equipment for presentations at practical lessons and seminars and for the defense of the practice report.

11. Forms of interim assessment (based on the results of practice).

In the process of carrying out the practice, the guiding professor checks and controls how the students complete the tasks assigned for the practice . At the end of practice an interim assessment in the form of differentiated test is implied (according to the results of the defense of the report on practice).

12. Fund of assessment tools for the interim assessment of the students performing the practice

Fund of assessment tools created for carrying out the current control of progress for the interim assessment of the students performing the practice is presented in Appendix 1 to the working program of practice and includes:

- list of competencies formed during the internship;
- description of indicators and criteria of competency assessment, description of assessment scales;
- standard control tasks or other materials necessary for the assessment of knowledge, skills and (or) experience, characterizing the level of competence formation;
- methodical materials defining the procedure for evaluation of knowledge, abilities, skills and (or) experience activities that characterize the level of maturity of competencies.