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

INTERNSHIP SYLLABUS

Technological internship

(name of the practice)

38.03.01 Economics

(code and name of the direction of training/specialty)

Recommended by the Didactic Council for the Education Field of:

38.03.01 Economics, International Economic Relations

(name (profile/specialization))

2025 г.

1. INTERNSHIP GOAL(s)

The goal of the Technological internship for second-year full-time students in the International Economic Relations program is to get acquainted with the activities of various organizations and gain practical experience in performing specific functional tasks within the framework of the curriculum.

Tasks of the internship:

- consolidation, deepening and expansion of knowledge, skills and abilities acquired in the process of theoretical training
- familiarization with organizational and production structures of the enterprise (practice base)
- study of various aspects of professional activity: social, legal, technical, technological, economic
- familiarization with production processes, types of products (works and services), technical and economic indicators of production, economic and financial activities of the enterprise
- performance of tasks assigned to the student-intern by leaders from the Department of National Economics and production
- writing and defending a technology practice report

2. REQUIREMENTS FOR LEARNING OUTCOMES

Conducting the "Introductory Practice" is aimed at forming the following competencies (part of the competencies) among students:

Table 2.1. List of competences that students acquire during the internship

Competence code	Competence descriptor	Competence formation indicators (within this course)
GC-1 /	Capable of searching for, critically analyzing, and synthesizing information. Adopts a systematic approach to solving tasks.	GC-1 / Know how to search for information to solve the task for different types of requests. GC-1 /: Able to analyze and contextually process information to solve problems with the formation of their own opinions and judgments. GC-1 /: Able to offer solutions to problems, analyze possible consequences of using them.

GC-3	Able to carry out social interaction and realize their role in the team.	<p>GC-3 / Able to determine the role in the team based on a strategy of cooperation to achieve the goal.</p> <p>GC-3 Know how to analyze the possible consequences of personal actions and plan their actions to achieve a given result.</p> <p>GC- 3 Able to argue about your own point of view on using ideas from other team members to achieve goals.</p>
GC-4 / YK-4	Able to communicate in interpersonal and intercultural interaction in Russian as a foreign and foreign language(s) based on the possession of interrelated and interdependent types of reproductive and productive foreign language speech activities, such as listening, speaking, reading, writing and translating in everyday life, socio-cultural, educational-professional, official-business and scientific spheres.	<p>GC-4 / YK-4.1 Know how to choose the style of business communication, depending on the language of communication, the purpose and conditions of the partnership.</p> <p>GC-4 / YK-4.2 Able to search the necessary information to solve standard communicative tasks in Russian and foreign languages.</p> <p>GC-4 / YK-4.3 Know how to use dialogue for cooperation in academic communication of communication, taking into account the personality of the interlocutors, their communicative-speech strategy and tactics, the degree of formality of the situation.</p>

GC-6 / YK-6	Able to manage his time, build and implement a trajectory of self-development based on the principles of education throughout life.	GC-6 / YK-6.1 Able to analyze self-resources and their limits (personal, situational, temporary, etc.) to successfully complete the task. GC-6 / YK-6.2 Know how to find and use sources of additional information to increase the level of general and professional knowledge. GC-6 / YK-6.3 Able to define the tasks of self-development, goals and priorities of professional growth.
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3. INTERNSHIP IN HIGHER EDUCATION PROGRAMME STRUCTURE

The internship refers to the core/variable/elective* component of (B2) block of the higher educational programme curriculum.

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

Competence code	Competence descriptor	Previous courses/modules, internships*	Subsequent courses/modules, internships*
GC-1 / YK-1	Able to search, critical analysis and synthesis of information, apply a systematic approach to solve tasks.	Mathematics Computer science Philosophy Economical geography International Law Private International Law	Technological internship Project-technological internship Undergraduate practice Final state examination procedures Degree thesis procedures
GC-3 / YK-3	Able to carry out social interaction and realize their role in the team	Management International Labour market and Migration International Law International Marketing	Final state examination procedures Degree thesis procedures

GC-4 / YK-4	Able to communicate in interpersonal and intercultural interaction in Russian as a foreign and foreign language(s) based on the possession of interrelated and interdependent types of reproductive and productive foreign language speech activities, such as listening, speaking, reading, writing and translating in everyday life, socio-cultural, educational-professional, official-business and scientific spheres	International Economic Relations Foreign language Russian language as foreign Second foreign language (practical course) Foreign language (advanced) Russian language as foreign (advanced) Foreign language in business communication Professional communications in economics (foreign language)	Introductory internship Final state examination procedures Degree thesis procedures
GC-6 / YK-6	Able to manage his time, build and implement a trajectory of self-development based on the principles of education throughout life	Variable component Interdisciplinary coursework Interdisciplinary course project	Project-technological internship Undergraduate practice Final state examination procedures Degree thesis procedures

4. INTERNSHIP WORKLOAD

1) The total workload of the internship is 3 credits (108 academic hours).

5. INTERNSHIP CONTENTS

Forms of Technological Training

Technological Training (II course) is carried out in the following forms:

Work with production, management, and planning-economic documentation.

Work as an assistant to specialists in planning, economics, management, logistics, and other departments related to the economic activities of the enterprise.

Self-study of normative literature.

The goal of the technological training is to apply the knowledge gained from the study of core and variable disciplines in practice.

Modules	Contents (topics, types of practical activities)	Workload, academic hours
Preparatory phase	Instruction in the collection, processing of the necessary of the information on the preparation of the report	4
	Safety briefing	1
	Acquaintance with the place of practical training in order to analyze the object investigations	15
Calculation and analytical stage	Perform individual tasks	20
	Collection, processing and systematization of facts - material	40
Заключительный этап	Preparation of a practice report	18
	Presentation of the report	2
108		

Preliminary stage. The content of the introductory lecture: setting goals, objectives, determining the time and place of internship; acquaintance with the leaders of the practice; instruction on keeping a diary of practice, design and defense of the practice report; organizational issues of internship; briefing on safety techniques and fire safety.

The result of the preliminary stage should be a completed individual application for practice. Individual tasks are mandatory for execution of students.

The calculation and analytical stage consists in studying the activities of the enterprise and involves the participation of the trainee in performing a number of works at the enterprise in accordance with the instructions of the head, collecting various information, conducting various calculations and completing an individual task.

The final stage is to prepare and defend the internship report to the supervisor.

7. INTERNSHIP LOCATION AND TIMELINE

For pre-diploma practice, the following types of enterprises and departments are recommended for bachelor's students:

1. planning and economic subdivisions of enterprises and organizations of any organizational and legal forms and directions of various sectoral nature;
2. sales, logistics, statistics and any other divisions of the company;
3. departments or other structural units of the university, where research work related to the study of industries and industry markets is carried out.

Bases of practice for bachelors must meet the following basic requirements:

4. correspond to the direction of preparation of the bachelor of economics;
5. have qualified personnel to manage the practice of bachelors;
6. provide trainees with regulatory, reporting and other documentation necessary for analyzing the activities of the company (division) and writing a report on practicality.

The duration of practice in the 2nd year is 2 weeks (3 ZE, 108 hours) The specific terms of practice are set by the curriculum.

8. RESOURCES RECOMMENDED FOR INTERNSHIP

1. Main literature:

1. Economics of enterprises (firms): textbook / Semenov V.S., Nezhnikova E.V., Chernyaev M.V., Korenevskaya A.V., Egorycheva E.A. – M.: Izd-vo RUDN, 2019. – 376 p.
2. Economics of organization : textbook and practicum dlya akademicheskogo baccalaureate / L. A. Chaldaeva [i dr.] ; ed. L. And. Chaldaeva, A. In. Sharkova. - 2nd ed., pererab. and addendum. — M. : Yurayt Publishing House, 2019. — 361 s. Access Mode: <https://www.biblio-online.ru/viewer/ekonomikaorganizacii-433452#page/1>
3. Economics of the organization. Practicum : ucheb. posobie dlya akademicheskogo baccalaureate / L. A. Chaldaeva [i dr.] ; ed. L. A. Chaldaeva, A. V. Sharkova. — M. : Izdatelstvo Yurait, 2019. — 299 s. Access mode: <https://www.biblio-online.ru/viewer/ekonomika-organizacii-praktikum434597#page/>

Additional reading:

1. Nizovkina, N. G. Upravlenie costami erestva (organization) : ucheb. posobie dlya akademicheskogo baccalaureate / N. G. Nizovkina. — 2-e izd., ispr. i dop. — M. : Izdatstvo Yurait, 2019. — 187 s. Access Mode: <https://www.biblio-online.ru/viewer/upravlenie-zatratamipredpriyatiya-organizacii-438043#page/1>
2. Economics of enterprise. Practicum : ucheb. a posobie dlya akademicheskogo bagradiata / S. P. Kirilchuk [i dr.] ; pod obshch. red. S. P. Kirilchuk. — M. : Izdatelstvo Yurait, 2019. — 517 s. Access mode: <https://www.biblio-online.ru/viewer/ekonomika- predpriyatiya-praktikum423213#page/1>
3. Rozanova, N. M. Ekonomika firmy v 2 ch. Part 1. Firma as the main subject of economy : a textbook for an academic bachelor 's degree / N. M. Rozanova. – M. : Yurayt Publishing House , 2019. – 187 p. – Access mode: <https://www.biblio-online.ru/viewer/ekonomika- firmy-v-2-ch-chast-1firma-kak-osnovnoy-subekt-ekonomiki-433463#page/1>

Software and Internet resources:

1. Educational and Scientific Information Library Center (Scientific Library) - <http://lib.rudn.ru/>
2. Electronic Library System (EBS RUDN University) <http://lib.rudn.ru/MegaPro/Web>
3. ЭБС "Университетская библиотека ONLINE" - <http://biblioclub.ru/>
4. EBS publishing house "Yurait" - <https://www.biblio-online.ru/>
5. EBS publishing house "Lan" - <https://e.lanbook.com>

Remote access is provided to all electronic library systems - subject to logging in to the personal account of the RUDN University EBS. More details - in the description for each EBS at the link: <http://lib.rudn.ru/7>

6. National Electronic Library -eLibrary.ru – Access mode : <http://elibrary.ru>

Specialized directories, databases

7. www.consultant.ru (Official website of the company "Consultant Plus", legal support).
8. www.garant.ru (Information and Legal Portal).

Portals of public authorities and administration

9. Federal Target Programs of Russia: <http://fcp.vpk.ru/cgi-bin/cis/fcp.cgi/Fcp/Title/>
10. The concept of improving regional policy in the Russian Federation. 2009: <http://www.minregion.ru>
11. Investment Fund of the Russian Federation. Projects of the Investment Fund of the Russian Federation. – Ministry of Regional Development of Russia: <http://www.minregion.ru>
12. Development of competition in Russia. – Ministry of Economic Development of Russia: <http://www.economy.gov.ru>

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

The assessment toolkit and the grading system* to evaluate the level of competences (competences in part) formation as the internship results are specified in the Appendix to the internship 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

DEVELOPERS

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