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**Federal State Autonomous Educational Institution for Higher Education
Peoples' Friendship University of Russia named after Patrice Lumumba
(RUDN University)**

Engineering Academy

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

Department of Transport Equipment and Technology

(department realizing the PhD program)

INTERNSHIP SYLLABUS

Pedagogical Training

(internship type)

Scientific speciality:

2.9.5. Operation of Vehicles

(scientific speciality code and title)

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

Operation of Vehicles

(PhD program title)

1. INTERNSHIP GOALS

Pedagogical practice is aimed at the formation and development of competencies in graduate students in accordance with the level of education and professional standard; development of teaching skills in the field of theoretical mechanics, machine dynamics and related areas of technical knowledge in higher education; acquisition of skills of work in the scientific and pedagogical team.

The main tasks of pedagogical practice are:

- to study the methods and techniques of teaching and education in higher education;
- learn how to conduct classes in technical disciplines;
- master the primary skills of modeling classes, drawing up programs and projects, planning individual classes and predicting a special course, choosing an effective organization strategy.

2. REQUIREMENTS FOR LEARNING OUTCOMES

Conducting "Pedagogical Practice" is aimed at mastering the following competencies:

to know:

the content of the subject taught;

the main methods and techniques of teaching in higher education;

modern technologies for collecting, processing and presenting information;

to be able to:

use theoretical knowledge in the pedagogical process;

interact with an international student audience, taking into account its characteristics;

design the educational process using modern

technologies;

compile a report on practice.

To possess:

the necessary theoretical foundations of the discipline taught;

the main methods of information processing;

communication tools in professional pedagogical activity;

self-assessment and self-control skills.

3. INTERNSHIP WORKLOAD

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

4. INTERNSHIP CONTENTS

*Table 4.1. Internship contents**

Name of section of the practice	Section content (topics, practical activities)	Labour input, hours per week
3 term		
Section 1: Organisational and preparatory	Receipt of an individual practical assignment from the supervisor	2
	A safety briefing in the workplace (laboratory and/or production)	2

Name of section of the practice	Section content (topics, practical activities)	Labour input, hours per week
Section 2: Substantive	Familiarisation with the training activities of the department of transport	8
	Develop training materials	12
	Carry out the lessons and implement the training tools developed	40
	Keeping the Internship diary	2
Section 3: Reporting	Preparing the presentation of the internship	4
	Intermediate assessment (preparation and presentation)	2
4 term		
Section 1: Organisational and preparatory	Receipt of an individual practical assignment from the supervisor	2
	A safety briefing in the workplace (laboratory and/or production)	2
Section 2: Substantive	Familiarisation with the training activities of the department of transport	8
	Develop training materials	16
	Carry out the lessons and implement the training tools developed	60
	Supervise the supervision of the traineeship	2
	Keeping the Internship diary	9
Preparation for defence and defence of the internship report		9
TOTAL:		180

* The contents of internship through modules and types of practical activities shall be FULLY reflected in the student's internship report.

5. INTERNSHIP EQUIPMENT AND TECHNOLOGY SUPPORT REQUIREMENTS

For the successful implementation of Pedagogical practice, you need: a workplace, a computer, a printer, a library fund.

There is access to computer classes for processing materials collected by a graduate student during the practice.

The library fund should provide graduate students with basic literature in the amount of 0.5 copies per person.

Postgraduate students are also given the opportunity to use the Internet in an educational institution.

6. INTERNSHIP LOCATION AND TIMELINE

"Pedagogical internship can be carried out both in the structural divisions of PFUR or in Moscow organizations (stationary) and on the bases outside Moscow (offsite).

Practical training on the basis of an external organization (outside the PFUR) is carried out on the basis of a corresponding agreement, which specifies the terms, place and conditions of practical training in the base organization.

The internship dates correspond to the period specified in the calendar of the postgraduate programme. The deadlines can be adjusted in agreement with the Department of Educational Policy and the Department of Internships and Student Employment at PFUR.

7. RESOURCES RECOMMENDED FOR INTERNSHIP

Main readings:

Development of professionalism of higher school teacher. textbook. V.S. Agapov [et al.].-M.: Publishing house of RAGS, 2017.
http://lib.rudn.ru/MegaPro2/UserEntry?Action=Rudn_FindDoc&id=470098&idb=0.

2. Mirosnichenko N. A., Stefanov S. A. To help a young teacher. methodical manual / N. A. Mirosnichenko, S. A. Stefanov.-Odessa: Yuridichna litera, 2003.-92 p.

3. Skok G.B., Lygina N.I. How to design an educational process for a course: Textbook. Ed. second revised and supplemented. - Moscow: Pedagogical Society of Russia. 2017. - 96c.
http://lib.rudn.ru/MegaPro2/UserEntry?Action=Rudn_FindDoc&id=470098&idb=0

4. Lapaeva M.G., Lapaev S.P.; Ministry of Education and Science of the Russian Federation, Federal State Budgetary Educational Institution of Higher Education "Orenburg State University". - Orenburg: Orenburg State University, 2017. - 249 p.: ill. - Bibliography in the book - ISBN 978-5-7410-1791-3; [Electronic resource]. - URL: <http://biblioclub.ru/index.php?page=book&id=485476> (06.05.2018).\.

5. Education quality management: Practice-oriented monograph and methodological guide / Edited by M.M. Potashnik. M., 2016. URL: <http://biblioclub.ru/index.php?page=book&id=230540>.

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"

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.elsevierscience.ru/products/scopus/>

The training toolkit and guidelines for a student to do an internship, keep an internship diary and write an internship report*:

1. Safety regulations to do the internship (safety awareness briefing).

2. Machinery and principles of operation of technological production equipment used by students during their internship; process flow charts, regulations, etc. (if necessary).

3. Guidelines for keeping an internship diary and writing an internship report.

*The training toolkit and guidelines for the internship are placed on the internship page in the university telecommunication training and information system under the set procedure.

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.

* 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:

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

Position, BD

S.V. Khlopkov

Name and surname

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

Position, BD

A.R. Asoyan

Name and surname

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