Документ подписан простой электронной подписью
Информация о владельце:
ФИО: Ястребов Олег Александрович
Должность: Ректор
Дата подписания: 02.11.2026 15:59:07
Уникальный программный ключ:
ca953a0120d891083f939673078ef1a989dae18a

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

FACULTY OF SOCIAL SCIENCES AND HUMANITIES
educational division (faculty/institute/academy) as higher education programme developer

COURSE SYLLABUS

SCIENTIFIC AND RESEARCH WORK IN THE SEMESTER
Course title

Recommended by the Didactic Council for the Education Field of:

41.04.04 Political Science
field of studies / speciality code and title

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

MA IN POLITICAL SCIENCE, POLITICAL INSTITUTIONS AND VALUES
higher education programme profile/specialisation title

2026

1. COURSE GOAL(s)

The discipline «Research Work in the Semester» is part of the program 41.04.04 «Political Science» – «Political Institutions and Values» and takes place «in the 2nd and 3rd semesters» of the «1st and 2nd years». The practice is implemented by the «Department of Comparative Political Science».

The goal of conducting «Research Work in the Semester» is to expand and consolidate the theoretical and practical knowledge acquired by students during their studies, to acquire practical skills for independently conducting research work, to collect material for writing a master's thesis, and to verify the validity of the theoretical conclusions made therein.

2. REQUIREMENTS FOR LEARNING OUTCOMES

Mastering the course «Digital technologies in Public Administration» is aimed at the development of the following competences:

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

Competence code	**Competence descriptor**	**Competence formation indicators** (within this course)
GC-1	Able to critically analyze problem situations based on a systematic approach and develop an action strategy.	GC-1.1. Analyzes the task, highlighting its basic components; GC-1.2. Determines and ranks the information required to solve the task; GC-1.3. Analyzes ways to solve problems of ideological, moral and personal nature based on the use of basic philosophical ideas and categories in their historical development and socio-cultural context.
GC-3.	Able to organize and manage the work of a team, developing a team strategy to achieve the set goal.	GC-3.3. Exchanges information, knowledge and experience with team members.
GC-5.	Able to analyze and take into account the diversity of cultures in the process of intercultural interaction.	GC-5.3. Adheres to the principles of non-discriminatory interaction in personal and mass communication in order to fulfill professional tasks and strengthen social integration.
GC-6.	Able to determine and implement the priorities of his own activities and ways to improve them based on self-assessment.	GC-6.1. Analyzes his resources and their limits (personal, situational, temporary, etc.) to successfully complete the task; GC-6.2. Distributes tasks into long-, medium- and short-term ones with justification of relevance and analysis of resources for their implementation.
GPC-1.	Able to build professional communication in the state language of the Russian Federation and foreign language(s) according to the profile of activity in a multicultural environment based on the use of various communication technologies, taking into account the specifics of the business and spiritual culture of Russia and foreign countries.	GPC-1.1. Builds communication with partners based on the goals and situation of communication, identifying and responding appropriately to cultural, linguistic and other characteristics that affect professional communication and dialogue.

Competence code	Competence descriptor	Competence formation indicators (within this course)
GPC-10.	Able to master the tools for working with large amounts of structured and unstructured information, use modern digital methods of processing, analysis, interpretation and visualization of data in order to solve the tasks of professional and research activities in the field of political science.	GPC-10.1. Uses information and communication technologies and software to work with large volumes of information to solve problems of professional and research activities in the field of political sciences; GPC-10.2. Proficient in modern digital methods of data processing, analysis, interpretation and visualization.
GPC-5.	Able to build a strategy for promoting publications on the profile of activity in the media based on the basic principles of media management.	GPC-5.1. Independently prepares professionally oriented texts of various genres and stylistics (article, analytical report, information and analytical note, review, policy note, review, policy document, abstract, abstract for a report, press release, etc.).
GPC-6.	Able to develop and implement organizational and managerial decisions according to the profile of the activity.	GPC-6.1. Organizes and takes part in the implementation of development programmes and strategies. GPC-6.2. Independently formulates job assignments, defining goals, identifying and using information necessary for making management decisions, assesses the need for resources, identifies problems, finds alternatives, selects optimal solutions, evaluates the results and consequences of management decisions.
GPC-7.	Able to independently build strategies for presenting the results of his professional activities, including in a public format, based on the selection of appropriate information and communication technologies and information dissemination channels.	GPC-7.1. Builds strategies for presenting the results of professional activities, taking into account their specifics and characteristics of the target audience. GPC-7.2. Builds a convincing argument to achieve the goals of presenting the results of professional activities.
GPC-9.	Able to participate in the implementation of basic professional and additional educational programmes.	GPC-9.1. Develops and updates (under the guidance of a specialist of a higher qualification level) work programmes for training courses, disciplines (modules) of vocational training programmes, basic vocational education and additional education. GPC-9.2. Develops and updates (under the guidance of a specialist of a higher qualification level) educational and methodological materials for conducting certain types of training sessions on taught training courses, disciplines (modules) of vocational training programmes, basic vocational education and additional education.
PC-2.	Able to provide analytical support for the development and adoption of political decisions, including through the use of skills in diagnostics, analysis, and forecasting of political processes and problematic situations.	PC-2.1 Conducts analytical monitoring of political processes, develops long-term forecasts for the development of political processes. PC-2.2 Independently develops and prepares analytical materials on domestic and foreign policy issues, formulating expert opinions and practical recommendations for officials making political decisions. PC-2.3 Develops activity strategies for public authorities, non-governmental organizations, and commercial structures in the political sphere of society, depending on the specific political situation.

3. COURSE IN HIGHER EDUCATION PROGRAMME STRUCTURE

The course «Digital technologies in Public Administration» is part of the mandatory component of Block 1 "Courses (Modules)" of the higher education degree program.

As part of the Higher Education Academic Programme, students also study other courses and/or practices that contribute to the achievement of the planned learning outcomes of the discipline «Contemporary Schools of Thought in Russian and Global Political Science».

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-1	Able to critically analyze problem situations based on a systematic approach and develop an action strategy.	Contemporary schools of political science in Russia and the world;	Pre-graduation internship;
GC-3.	Able to organize and manage the work of a team, developing a team strategy to achieve the set goal.	Ethics of public policy and administration; Culture and identity in Russia;	
GC-5.	Able to analyze and take into account the diversity of cultures in the process of intercultural interaction.	Culture and identity in Russia; Ethics of public policy and administration;	
GC-6.	Able to determine and implement the priorities of his own activities and ways to improve them based on self-assessment.		Pre-graduation internship;
GPC-1.	Able to build professional communication in the state language of the Russian Federation and foreign language(s) according to the profile of activity in a multicultural environment based on the use of various communication technologies, taking into account the specifics of the business and spiritual culture of Russia and foreign countries.	Ethics of public policy and administration; Russia facing the challenges of global and regional development; Foreign language in professional activities (elective); Russian language in professional activities (elective); Foreign language in professional activities**; Russian language in professional activities**;	Pre-graduation internship;
GPC-10.	Able to master the tools for working with large amounts of structured and unstructured information, use modern digital methods of processing, analysis, interpretation and visualization of data in order to solve the tasks of professional and research activities in the field of political science.	Digital technologies in public administration; Culture and identity in Russia;	Pre-graduation internship;
GPC-5.	Able to build a strategy for promoting publications on the profile of activity in the media based on the basic principles of media management.	Political system of Russia; Culture and identity in Russia; Political stability, international conflicts, and state failure	Pre-graduation internship;

Competence code	Competence descriptor	Previous courses/modules*	Subsequent courses/modules*
GPC-6.	Able to develop and implement organizational and managerial decisions according to the profile of the activity.	Political stability, international conflicts, and state failure Political stability, international conflicts, and state fragility; Political system of Russia;; Political system of Russia;	Pre-graduation internship;
GPC-7.	Able to independently build strategies for presenting the results of his professional activities, including in a public format, based on the selection of appropriate information and communication technologies and information dissemination channels.	Theory, methods, and methodology of political science; Political stability, international conflicts, and state fragility (or state failure);	Pre-graduation internship;
GPC-9.	Able to participate in the implementation of basic professional and additional educational programmes.	Contemporary schools of political science in Russia and the world; Theory, methods, and methodology of political science;	Pre-graduation internship;
PC-2.	Able to provide analytical support for the development and adoption of political decisions, including through the use of skills in diagnostics, analysis, and forecasting of political processes and problematic situations.	Political stability, international conflicts, and state failure; Political system of Russia;	Pre-graduation internship;

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

4. COURSE WORKLOAD AND ACADEMIC ACTIVITIES

The total workload of «Research Work in the Semester» is 21 credit units (756 academic hours).

5. COURSE CONTENTS

Table 5.1. Course contents and academic activities types

Course module title and number	Topic number	Topics contents	Workload Ac.h.
Module 1. Mastery by the student of the methodology and techniques of research work	Topic 1.1.	Mastery by the student of the methodology and techniques of research work	*28*
Module 2. Modern methods and methodology of research	Topic 2.1.	Use of modern information technologies in the humanities	*14*
	Topic 2.2.	Development of the skill of conducting independent research in accordance with a developed program	*14*
Module 3. Information support for research	Topic 3.1.	Acquiring the skills and abilities of obtaining, processing, storing, and disseminating scientific information	*150*
	Topic 3.2.	Collection and analysis of necessary material	*150*

Course module title and number	Topic number	Topics contents	Workload Ac.h.
	Topic 3.3.	International and Russian databases	*120*
Module 4. Public presentations	Topic 4.1.	Development of the skill of speaking at scientific conferences with presentation of research materials	*78*
	Topic 4.2.	Participation in scientific discussions	*130*
Module 5. Preparation of an article, theses, report	Topic 5.1.	Structure of a scientific article	*30*
	Topic 5.2.	Requirements for preparing a scientific article for leading scientific journals	*24*
Report preparation			*9*
Preparation for defense and defense of the practice report			*9*
TOTAL:			*756*

* - 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.	
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.	

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

6. MATERIAL AND TECHNICAL SUPPORT FOR CONDUCTING THE PRACTICE

During the research process, the student is provided with a workplace equipped with a computer and other equipment necessary for achieving the goals and objectives of the practice. The location of the practice must comply with sanitary and fire safety regulations, as well as the safety requirements of the organization.

7. METHODS OF CONDUCTING THE PRACTICE

The practice may be conducted either in the structural units of RUDN University or in organizations in Moscow (on-site), or at bases located outside Moscow (off-site).

Conducting the practice at an external organization (outside RUDN) is carried out on the basis of a corresponding agreement, which specifies the duration, location, and conditions for conducting the practice at the host organization.

The duration of the practice corresponds to the period indicated in the academic calendar of the educational program. The duration of the practice may be adjusted upon coordination with the Office of Educational Policy and the Office for the Organization of Internships and Graduate Employment Assistance at RUDN.

8. RESOURCES RECOMMENDED FOR COURSE STUDY

Main readings:

1. Gaibova, T. V., Tugov, V. V., & Shumilina, N. A. (2016). *Preddiplomnaya praktika: Uchebnoe posobie* [Pre-graduation internship: Textbook]. Orenburg: OSU. http://biblioclub.ru/index.php?page=book&id=467196
2. Zulyar, R. Yu. (2025). *Informatsionno-bibliograficheskaya kultura: Uchebnik dlya vuzov* [Information and bibliographic culture: Textbook for universities] (2nd ed., rev. and suppl.). Moscow: Yurayt Publishing.
3. Urintsov, A. I. (Ed.), Urintsov, A. I., [et al.]. (2019). *Upravlenie znaniyami. Teoriya i praktika: Uchebnik dlya bakalavriata i magistratury* [Knowledge management. Theory and practice: Textbook for bachelor's and master's programs]. Moscow: Yurayt Publishing.

Additional readings:

1. Lementueva, L. V. (2016). *Publichnoe vystuplenie: Teoriya i praktika* [Public speaking: Theory and practice]. Moscow; Vologda: Infra-Inzheneriya. http://biblioclub.ru/index.php?page=book&id=444439
2. Musina-Maznova, G. Kh., Potapova, I. A., Korobkova, O. M., et al. (2017). *Innovatsionnye metody praktiki sotsialnoy raboty: Uchebnoe posobie* [Innovative methods of social work practice: Textbook]. Moscow: Publishing and Trading Corporation "Dashkov and Co." http://biblioclub.ru/index.php?page=book&id=495769

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/

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

1. The set of lectures on the course «Research Work in the Semester»
2. The laboratory workshop (if any). on the course «Research Work in the Semester»
3. The guidelines for writing a course paper / project (if any) on the course «Research Work in the Semester»

* 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.

DEVELOPERS:

Assistant	**Olimzoda S.Sh.**
position, department	name and surname

HEAD OF EDUCATIONAL DEPARTMENT:

Head of the department	**Mchedlova M.M.**
name of department	name and surname

HEAD OF HIGHER EDUCATION PROGRAMME:

Professor	**Pochta Yu. M.**
position, department	name and surname