

**FEDERAL STATE BUDGET EDUCATIONAL  
INSTITUTION OF HIGHER EDUCATION  
“LOMONOSOV MOSCOW STATE UNIVERSITY”**

FACULTY OF ECONOMICS

«APPROVED»

Dean of the Faculty of Economics, MSU

professor \_\_\_\_\_ A.A.Auzan

«\_\_» \_\_\_\_\_ 2021

**PRACTICE SYLLABUS**

**Practice title:**

**EDUCATIONAL PRACTICE (IN ENGLISH)**

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**Level of higher education:**

MASTER STUDIES

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**Field of study:**

38.04.02. MANAGEMENT

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**Mode of study:**

FULL-TIME

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Moscow 2021

The course syllabus is developed in accordance with the self-established MSU educational standard (ES MSU) for implemented main professional educational programs of higher education for Master's degree in the field of study 38.04.02. Management

ES MSU is approved by the decision of MSU Academic Council dated December 28, 2020, minutes №7

Year (years) of enrollment: 2021 and forthcoming

### 1. Place and status of the practice in the structure of the Master program

Course status: *obligatory*

Trimester: 2<sup>nd</sup>

### 2. Practice Prerequisites

— Research Methods in Management (in English).

### 3. Intended learning outcomes (ILO) of the practice associated to the required competencies of the graduates

Competencies of graduates (codes)	Indicators of achievement of competencies	Intended learning outcomes of the practice associated to the required competencies of the graduates
UC-7. Capable of determining and implementing the priorities of his own activity and ways to improve it on the basis of self-assessment, to form priorities of personal and professional development	UC-7.I-1. Defines the incentives, motives and priorities of one's own professional activity and career goals	UK-7.I-1.K-1. Knows the basic principles of motivation and stimulation of career development
		UC-7.I-1.K-2. Knows the ways of self-assessment and self-determination
	UC-7.I-2. Reflects on its activities and develops ways to improve it	UC-7.I-1.A-1. Able to assess the possibilities of realizing their own professional goals and prioritize
		UC-7.I-2.A-1. Able to analyze the results of his/her social and professional activities
GPC-2. Capable of applying modern techniques and methods of data collection, advanced methods of their processing and analysis, including the use of intelligent information and analytical systems, in solving management and research tasks	GPC-2.I-1. Effectively uses modern techniques and methods of data collection, advanced methods of their processing and analysis	UC-7.I-2.A-2. Able to adjust personal and professional development plans
		GPC-2.I-1.A-1. Knows the main sources and methods of searching and collecting information
	GPC-2.I-2. Uses intelligent information and analytical systems in solving management and research tasks	GPC-2.I-1.A-1. Able to competently use advanced data analysis methods in accordance with the assigned research or management task
		GPC-2.I-2.A-1. Able to use information and analytical systems, find and analyze the necessary information in accordance with the task being solved
PC-1. Capable of conducting scientific research (experiments,	PC-1.I-1. Identifies and formulates current scientific	PC-1.I-1.K-1. Knows current issues in the chosen subject/professional area
		PC-1.I-1.A-1. Able to formulate a topic of scientific research that reflects a

observations) and development as a responsible executor or together with a supervisor	issues	current issue in the chosen subject/professional area
	PC-1.I-2. Uses quantitative and qualitative methods to conduct scientific research	PC-1.I-1.A-2. Able to provide arguments and reasoning for the relevance, theoretical and practical significance of the chosen research topic
		PC-1.I-2.K-1. Knows quantitative and qualitative research methods
		PC-1.I-2.K-2. Knows the features and limitations of scientific research conducted with the use of various quantitative and qualitative methods
		PC-1.I-2.A-1. Able to conduct independently or in a team scientific research for business process management with the use of qualitative and quantitative methods

#### 4. Workload of the practice

The workload of the practice is 3 ECTS: 108 academic hours, 108 academic hours of student self-directed work.

#### 5. Format of the practice

Full-time.

#### 6. Content of the practice structured by topics (sections) indicating the number of academic hours allocated to them and types of training

Title and brief content of sections and practice,  Form of assessment for the practice	Total (hours)	including						
		Contact work (work in contact with a professor) <i>Types of contact work, hours</i>				Student self-directed work <i>Types of self-directed work, hours</i>		
		Seminars	Group consultations	Individual consultations	Total	Consulting with a supervisor of the practice	Implementation of the work plan in practice	Total
Choice of place and program of practice	4				-	4	-	4
Consultation in the process of practice	12				-	12	-	12

Implementation of the work plan in practice	<b>88</b>				-	-	88	<b>88</b>
Midterm assessment (control)	<b>4</b>				-	-	4	<b>4</b>
<b>Total</b>	<b>108</b>	-	-	-	-	<b>16</b>	<b>92</b>	<b>108</b>

### Practice content

- conducting scientific research (experiments, observations) together with a supervisor
- design/development of plans and methodological research programs, development of tools and determination of the theoretical and methodological foundations of a study together with the supervisor
- generalization and presentation of scientific results within the framework of the study together with the supervisor

## 7. Assessment tools to assess the practice results

### 7.1. Sample assessment tools:

Learning outcomes of the course	Types of assessment tools
<b>UK-7.I-1.K-1.</b> Knows the basic principles of motivation and stimulation of career development	Report on the implementation of work in practice
<b>UC-7.I-1.K-2.</b> Knows the ways of self-assessment and self-determination	
<b>UC-7.I-1.A-1.</b> Able to assess the possibilities of realizing their own professional goals and prioritize	
<b>UC-7.I-2.A-1.</b> Able to analyze the results of his/her social and professional activities	
<b>UC-7.I-2.A-2.</b> Able to adjust personal and professional development plans	
<b>GPC-2.I-1.A-1.</b> Knows the main sources and methods of searching and collecting information	
<b>GPC-2.I-1.A-1.</b> Able to competently use advanced data analysis methods in accordance with the assigned research or management task	
<b>GPC-2.I-2.A-1.</b> Able to use information and analytical systems, find and analyze the necessary information in accordance with the task being solved	
<b>PC-1.I-1.K-1.</b> Knows current issues in the chosen subject/professional area	
<b>PC-1.I-1.A-1.</b> Able to formulate a topic of scientific research that reflects a current issue in the chosen subject/professional area	
<b>PC-1.I-1.A-2.</b> Able to provide arguments and reasoning for the relevance, theoretical and practical significance of the chosen research topic	

<b>PC-1.I-2.K-1.</b> Knows quantitative and qualitative research methods	
<b>PC-1.I-2.K-2.</b> Knows the features and limitations of scientific research conducted with the use of various quantitative and qualitative methods	
<b>PC-1.I-2.A-1.</b> Able to conduct independently or in a team scientific research for business process management with the use of qualitative and quantitative methods	

### 7.2. Practice assessment criteria (scores):

Types of assessment tools	Score
Report on the implementation of work in practice	150
<b>Total</b>	<b>150</b>

### 7.3. Grade for the practice is determined based on the following criteria:

Grade	Minimum score	Maximum score
<i>Excellent</i>	127,5	150,0
<i>Good</i>	97,5	127,0
<i>Satisfactory</i>	60,0	97,0
<i>Failed</i>	0,0	59,5

### 7.4. Typical tasks and other materials necessary to assess the learning outcomes:

All assignments must be completed in strict accordance with the requirements set out at the course page at the educational platform On.Econ.

### 7.5. Methodological guidelines and assignment requirements:

All assignments must be completed in strict accordance with the requirements set out at the practice page at the educational platform On.Econ.

## 8. Resources

## **8.1. List of main and additional literature**

### **9. Main and additional literature:**

#### **Main Literature:**

1. Regulations on the procedure for conducting student practice at the Faculty of Economics, Lomonosov Moscow State University [Electronic resource] // <https://www.econ.msu.ru/sys/raw.php?o=40091&p=attachment>

#### **Additional Literature:**

2. Think Cell add-on for MS Office for data visualization (free for students of the Faculty of Economics);
3. Power User (academic license) add-on for MS Office package for data visualization;
4. Internet network for searching for the necessary materials for writing a thesis;
5. Microsoft Excel to perform calculations on the topic of the master's thesis;
6. Microsoft Word (or text editor) for writing and designing a master's thesis;
7. Microsoft Power Point for presentation preparation;
8. Mendeley for working with scientific articles and creating links to sources in the text of the master's thesis and a list of reference.

## **8.2. List of licensed software**

1. Package of Software ‘Microsoft Office’
2. Electronic information resources at the platforms EBSCOhost, ScienceDirect, SpringerLink, JSTOR (free for students of the Faculty of Economics via the faculty’s institutional subscription)

## **8.3. List of professional databases and information referral systems**

Institutional subscription resources of the Faculty of Economics, MSU: [https://www.econ.msu.ru/elibrary/is/inst\\_subs/](https://www.econ.msu.ru/elibrary/is/inst_subs/)

## **8.4. List of Internet resources (if necessary)**

<https://on.econ.msu.ru/my/>

<https://scholar.google.ru/>

<https://elibrary.ru/defaultx.asp>

[https://www.econ.msu.ru/elibrary/is/inst\\_subs/#top](https://www.econ.msu.ru/elibrary/is/inst_subs/#top)

### **8.5. Description of material and technical support**

For the appropriate organization of practice, a student needs a computer with Internet access, as well as access to MSU institutional subscription (carried out on the territory of the Faculty of Economics, MSU, or through remote access, see [https://www.econ.msu.ru/elibrary/is/inst\\_subs/remote/](https://www.econ.msu.ru/elibrary/is/inst_subs/remote/)).

**10. Language of instruction:** English

**11. Professor (professors):** assistant Ulyanova M.E.

**12. Syllabus authors:** assistant Ulyanova M.E.