

# BUNIN YELETS STATE UNIVERSITY

«APPROVED»

Director of the Institute of Culture, History  
and Law I.A. Karpacheva/



## PROGRAMME PRODUCTION INTERNSHIP (UNDERGRADUATE INTERNSHIP)

**Direction of training:** 44.03.01 *Pedagogical Education*

**Programme:** *Music Education*

**Qualification (degree):** *bachelor*

**Mode of study:** *full-time*

**Institute** *of Culture, History and Law*

**Department:** *Music Education*

Modes of study	full-time form	full-time and part- time form	part-time form
Study course	4		
Term	8		
Independent work	322		
Other forms of work	2		

**Total number of academic hours: 324**

**Labour intensity: 9 credits.**

*Developer of the work programme:*

*Efremova I.V., Candidate of Pedagogical Sciences, Associate Professor*

## I. ORGANIZATIONAL AND METHODOLOGICAL SECTION

**1.1. View of practice (in accordance with the Federal State Educational Standard of Higher Education):** Production.

**1.2. Type of practice:** Undergraduate internship.

**1.3. The purpose of the practice:** development of the research type of thinking of students, formation of their methodological culture.

**1.4. The objectives of the practice:**

- consolidation and deepening of theoretical knowledge in accordance with the requirements of the Federal State Educational Standard of Higher Education for the level of training of students, acquisition of the necessary practical skills and abilities for scientific work;

- formation of skills for organizing scientific and practical research in the field of music and pedagogical education;

- analysis of regulatory, methodological materials; social, fundamental and periodical literature on the selected research topic;

- mastering innovative professional and practical skills and modern methods of organizing scientific research;

- development of skills to evaluate the effectiveness of one's own scientific and practical activities;

- acquisition of skills in oral public speaking (through participation in conferences).

**1.5. Methods of practice:** stationary.

**1.6. Forms of conducting practice:** continuous.

**1.7. Planned learning outcomes during the internship:**

Code of competence and its formulation	Expected results	Indicators of competence achievement
<b>UC -1</b> Able to search, critically analyze and synthesize information, apply a systematic approach to solve assigned problem	To know: <ul style="list-style-type: none"><li>- methods of searching for information and working with it;</li><li>- the essence of a systems approach</li></ul>	Knows: <ul style="list-style-type: none"><li>- methods of searching for information and working with it in the musical education;</li><li>- the essence of a systems approach in the musical upbringing</li></ul>
	To be able to: <ul style="list-style-type: none"><li>- analyze a problem, identify stages of its solution, carry out actions to solve it;</li><li>- find various options for solving a problem, evaluate their advantages and risks</li></ul>	Is able to: <ul style="list-style-type: none"><li>- analyze a problem, identify stages of its solution, carry out actions to solve it in the musical education;</li><li>- find various options for solving a problem of the musical education, evaluate their advantages and risks</li></ul>
	To possess: <ul style="list-style-type: none"><li>- skills of assessing the practical consequences of possible options for solving a problem;</li><li>- skills of competent, logical, reasoned formulation of one's own judgments and assessments</li></ul>	Possess: <ul style="list-style-type: none"><li>- skills of assessing the practical consequences of possible options for solving a problem of the musical education;</li><li>- skills of competent, logical, reasoned formulation of one's own judgments and assessments in the musical upbringing</li></ul>

<b>UC -2</b> Able to determine the range of tasks within the framework of the set goal and choose the best ways to solve them, based on current legal norms, available resources and limitations	To know: - methods of designing a solution to a specific project task, determining the optimal ways to solve it, based on current legal regulations and available resources and limitations	Knows: - methods of designing a solution to a specific project task, determining the optimal ways to solve it in the field of music education, based on current legal regulations and available resources and limitations-чений;
	To be able to: - formulate a set of interrelated tasks within the framework of the set goal of the work, ensuring its achievement; - qualitatively solve specific tasks (research, project, activity) within the specified time	Is able to: - formulate a set of interrelated tasks within the framework of the set goal of the work, ensuring its achievement; - qualitatively solve specific tasks (research, project, activity) within the specified time in the field of music education
	To possess: - skills of determining the expected results of solving the set tasks; - skills of publicly presenting the results of solving the tasks of research, project, activity	Possess: - skills of determining the expected results of solving the set tasks in the field of music education; - skills of publicly presenting the results of solving the tasks of research, project, activity of the musical education
<b>UC-6</b> Able to manage their time, build and implement a trajectory of self-development based on the principles of lifelong education	To know: - your resources and their limits (personal, psychophysiological, situational, time, etc.) for the successful completion of assigned work	Knows: - your resources and their limits (personal, psychophysiological, situational, time, etc.) for the successful completion of assigned work in the field of musical education
	To be able to: - plan long-term goals of the activity taking into account the conditions, means, personal capabilities, stages of career growth, time perspective of activity development and labor market requirements; - critically evaluate the efficiency of using time and other resources in solving assigned tasks, as well as in relation to the result obtained	Is able to: - plan long-term goals of the activity taking into account the conditions, means, personal capabilities, stages of career growth, time perspective of activity development and labor market requirements in the field of musical education; - critically evaluate the efficiency of using time and other resources in solving assigned tasks, as well as in relation to the result obtained in the field of musical education
	To possess: the skills of implementing the intended goal of the activity taking into account the conditions, means, personal capabilities, stages of career growth, time perspective of activity development and labor	Possess: the skills of implementing the intended goal of the activity taking into account the conditions, means, personal capabilities, stages of career growth, time perspective of activity development and labor

	market requirements; the skills of using the opportunities provided to acquire new knowledge and skills	market requirements; the skills of using the opportunities provided to acquire new knowledge and skills of a music teacher
<b>GPC-8</b> Able to carry out teaching activities based on special scientific knowledge	To know: - special, including subject and methodological scientific knowledge; - the basics of pedagogical activity of a subject teacher (according to the profile of the educational program)	Knows: - special, including subject and methodological scientific knowledge; - the basics of pedagogical activity of a music teacher
	To be able to: - use modern technologies and methods of organizing class and extracurricular activities; - use traditional and modern forms and methods of educational work, including in the subject area	Is able to: - use modern technologies and methods of organizing musical-educational and musical-performing lesson and extracurricular activities; - use traditional and modern forms and methods of educational work in the field of musical performance
	To possess: - skills in organizing various types and forms of classes taking into account the specifics of the subject area; - actions in organizing various types of extracurricular activities: play, educational and research, artistic and productive, cultural and leisure	Possess: - skills in organizing various types and forms of classes taking into account the specifics of artistic and aesthetic education; - actions in organizing various types of extracurricular activities: musical and educational, musical and performing, concert and educational-cultural and leisure
<b>GPC-9</b> Able to understand the operating principles of modern information technologies and use them to solve professional problems	To know: – principles of operation of modern information technologies and methods of their use to solve problems of professional activity	Knows: – principles of operation of modern information technologies and methods of their use to solve problems of professional activity in the field of musical education
	To be able to: – reasonably choose modern information technologies and use them to solve problems of professional activity	Is able to: – reasonably choose modern information technologies and use them to solve problems of professional activity in the field of musical education
	To possess: – skills of working with modern information technologies, methods of their use to solve problems of professional activity	Possess: – skills of working with modern information technologies, methods of their use to solve problems of professional activity in the field of musical education
<b>PCS -1</b>	To know:	Knows:

<p>Able to teach an academic subject based on the use of subject-specific methods and use modern educational technologies that ensure the achievement of meta-subject, subject and personal results</p>	<ul style="list-style-type: none"> <li>- fundamentals of specific teaching methods(techniques) in the subject area;</li> <li>- characteristics of students' personal, meta-subject and subject results in the context of teaching in the subject area (according to the Federal State Educational Standard and the model curriculum);</li> <li>- modern educational technologies and methodological patterns of their selection;</li> <li>- methods of monitoring, assessing and correcting learning results in the subject area</li> </ul>	<ul style="list-style-type: none"> <li>- fundamentals of specific teaching methods(techniques) in the subject of music;</li> <li>- characteristics of students' personal, meta-subject and subject results in the context of teaching in the subject of music (according to the Federal State Educational Standard and the model curriculum);</li> <li>- modern educational technologies and methodological patterns of their selection for music education;</li> <li>- methods of monitoring, assessing and correcting learning results in the subject of music</li> </ul>
	<p>To be able to:</p> <ul style="list-style-type: none"> <li>- design a work program in the subject area;</li> <li>- design and implement various forms of training and organization of extracurricular activities of students in the subject area (profiles ensuring the achievement of meta-subject, subject and personal results</li> </ul>	<p>Is able to:</p> <ul style="list-style-type: none"> <li>- design a work program in the subject of music;</li> <li>- design and implement various forms of training and organization of extracurricular activities of students in the subject of music (profiles ensuring the achievement of meta-subject, subject and personal results</li> </ul>
	<p>To possess:</p> <ul style="list-style-type: none"> <li>- teaching methods in the subject area and the methodology for their selection taking into account the specifics of the content of the educational material, age and educational needs of students;</li> <li>- modern educational technologies ensuring the achievement of students' meta-subject, subject and personal results;</li> <li>- methods of monitoring, assessing and correcting learning results in the subject area</li> </ul>	<p>Possess:</p> <ul style="list-style-type: none"> <li>- teaching methods in the subject of music and the methodology for their selection taking into account the specifics of the content of the educational material, age and educational needs of students;</li> <li>- modern musical educational technologies ensuring the achievement of students' meta-subject, subject and personal results;</li> <li>- methods of monitoring, assessing and correcting learning results in the musical education</li> </ul>
<p><b>PCS -2</b> Able to apply subject knowledge in the implementation of the educational process</p>	<p>To know:</p> <ul style="list-style-type: none"> <li>- patterns, principles and levels of formation and implementation of educational content in the subject area;</li> <li>- structure, composition and didactic units of the content of a school subject in the subject area;</li> <li>- subject content in the subject area;</li> <li>- skills in selecting variable content taking into account the relationship between class and extracurricular</li> </ul>	<p>Knows :</p> <ul style="list-style-type: none"> <li>- patterns, principles and levels of formation and implementation of educational content in the subject of music;</li> <li>- structure, composition and didactic units of the content of a school subject of music;</li> <li>- subject content in musical education;</li> <li>- skills in selecting variable content taking into account the relationship</li> </ul>

	forms of training in the subject area	between class and extracurricular forms of training in the musical
	To be able to: - select educational content for implementation in various forms of training in the subject area in accordance with the didactic goals, age characteristics of students and the requirements of the Federal State Educational Standard of General Education	Is able to: - select educational content for implementation in various forms of training in the subject of music in accordance with the didactic goals, age characteristics of students and the requirements of the Federal State Educational Standard of General Education
	To possess: - skills in applying a systematic approach to the development and implementation of director's projects when organizing concerts, performances and other forms of festive culture in educational organizations; - skills in working in a creative team with other authors and performers within a single artistic concept for the joint achievement of high quality results of creative activity; - methods of working on the technique of stage speech and speech art skills	Possess: - skills in applying a systematic approach to the development and implementation of director's projects when organizing concerts, performances and other forms of festive culture in educational organizations in the context of musical education; - skills in working in a creative team with other authors and performers within a single artistic concept for the joint achievement of high quality results of creative activity in the context of musical upbringing; - methods of working on the technique of stage speech and speech art skills

### **1.8. The place of practice in the structure of the main educational program of higher education (OPOP VO):**

Implemented within the framework of the basic (mandatory) part of block B2 Practice.

### **1.9. Volume and duration of practice:**

Volume of practice – 9 credits.

Duration of practice – 6 weeks.

### **1.10. Volume of contact work in hours and its duration in weeks:**

Volume of contact work – 2 hours (full-time education).

Duration of contact work – 6 weeks.

Specific forms of contact work: introductory and final conferences on practice, consultations/interviews.

## **II. CONTENT OF PRACTICE**

### **2.1. The content of assignments that reveal the main types of activities of students during their internship:**

The content of the practice is of a scientific research nature and is aimed at the future teacher-musician mastering the modern methodology of scientific research, as well as familiarization with all stages of scientific research activities.

During production (pre-graduation) practice, the following types of activities of students are carried out:

	<b>Main activities of students during their internship</b>	<b>Contents of tasks</b>
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1.	Introductory conference	receiving an assignment for an internship
2.	Systematization of the studied literature on the research problem	preparation of the list of literature on the research topic in accordance with the requirements (Regulations on the State Final Attestation)
3.	Generalization of the results of experimental work or implementation of practical aspects (in accordance with the topic and focus of the final qualifying work).	generalization / analysis of teaching experience
		analysis of methodological literature
		processing of the obtained results
4.	Implementation of personal self-education in the field of scientific research activities	work on the conclusion; logical and technical editing of the final qualifying work text
5.	Personal preparation for the defense of the final qualifying work	drafting the text of the speech ("defense speech") for the State Final Attestation (GFA), preparing a presentation for the pre-defense and defense of the final qualifying work
6.	Preparation of reporting documentation	preparation of a report on the internship
		preparation of a pre-graduation practice diary

### III. EVALUATION MATERIALS FOR INTERIM CERTIFICATION OF STUDENTS IN PRACTICE

#### 3.1. List of competencies with indication of the stages of their formation in the process of mastering the educational program:

№	Competence code and its formulation	Name of the stages of formation
1.	<b>UC -1</b> Able to search, critically analyze and synthesize information, apply a systematic approach to solve assigned problem	Main stage, performance-analytical
2.	<b>UC -2</b> Able to determine the range of tasks within the framework of the set goal and choose the best ways to solve them, based on current legal norms, available resources and limitations	Main stage, performance-analytical
3.	<b>UC-6</b> Able to manage their time, build and implement a trajectory of self-development based on the principles of lifelong education	Preparatory stage, main stage, performance-analytical
4.	<b>GPC-8</b> Able to carry out teaching activities based on special scientific knowledge	Main stage, performance-analytical
5.	<b>GPC-9</b> Able to understand the operating principles of modern information technologies and use them to solve professional problems	Main stage, performance-analytical
6.	<b>PCS -1</b> Able to teach an academic subject based on the use of subject-specific methods and use	Main stage, performance-analytical

	modern educational technologies that ensure the achievement of meta-subject, subject and personal results	
7.	<b>PCS -2</b> Able to apply subject knowledge in the implementation of the educational process	Preparatory stage, main stage, performance-analytical

### **3.2. Standard control tasks or other materials necessary for assessing knowledge, skills, abilities and (or) experience of activities characterizing the stages of formation of competencies in the process of mastering the educational program**

*Typical control tasks that determine the degree of development of competencies for each learning outcome:*

1. Develop an individual plan for completing the internship in accordance with the existing developments in line with the chosen research topic, made during the period of completing the industrial (pedagogical) internship;
2. Draw up a list of literature on the research topic in accordance with the requirements;
3. Analyze and summarize the pedagogical experience in the field of music education;
4. Systematize and summarize the obtained material, formulate conclusions on the chapters of the final qualifying work report;
5. Systematically fill out the work schedule for completing the internship;
6. Draw up a pre-graduation internship diary in accordance with the requirements.

### **3.3. The criteria for assessing the results of the internship are defined by the relevant local regulatory act (see the Regulation on assessment and methodological materials)**

Assessment of knowledge, skills, and abilities is carried out in the form of current and midterm assessment.

Monitoring of current academic performance includes checking of knowledge, skills, and developed competencies of students during an interview based on the results of completing assignments.

Midterm assessment of practice is carried out in the form of a test with a grade. For certification, the student submits a package of documents (see: paragraph 3.4. Reporting forms based on the results of practice) based on the results of completing the practice and taking into account (analysis) of the work performed.

The results of the midterm assessment of practice are recorded in the credit and examination reports. Receiving an unsatisfactory grade for certification by a student is an academic failure.

### **3.4. Reporting forms based on the results of internship:**

As a result of the internship, students provide the following package of documents:

- **in printed form:** assignment for practical training; practical training diary; report on practical training (up to 5-6 A4 sheets) in accordance with the assignment provided for by the practical training program; a description of the student from the supervisor of the final qualifying work, containing information on the level of mastery of professional competencies during the student's practical training, an assessment sheet indicating the level of mastery of professional competencies by the student;

- **in electronic form** (electronic version (text in pdf format; file name: Last name\_group\_year (for example, Ivanova\_MP-31\_22.Pred.pr.pdf)).

The diary of production (pre-diploma) practice is the main reporting document characterizing and confirming the bachelor's pre-diploma internship, because The accuracy of the records is checked by the methodologist (supervisor of the final qualifying work) and certified by his signature.



## IV. ORGANIZING PRACTICE

### 4.1. Stages of practice:

*The first stage is preparatory*, during which an introductory conference is held, including the following types of work:

- receiving an assignment from the internship supervisor;
- meeting with the scientific supervisor to clarify the individual work plan for the final qualifying work and its subsequent implementation.

*The second stage is the main one*, aimed at implementing the planned types of students' activities by completing specific tasks:

- studying sources and compiling a list of literature on the research topic;
- systematization and generalization of scientific and methodological literature on the research problem;
- generalization / analysis of pedagogical experience;
- analysis of methodological literature;
- processing and description of the results of diagnostics on the research topic;
- processing, analysis, interpretation of the results of the empirical part of the research;
- formulation of conclusions, conclusions of the scientific research;
- logical and technical editing of the text of the final qualifying work;
- development of the text of the speech ("defense speech") at the State Final Attestation, preparation of a presentation for the pre-defense and defense of the final qualifying work;
- preparation of a report on undergraduate practice, collection of the documentation necessary for submission (signing an individual plan with the supervisor, preparation of the text of the final qualifying work, review of the supervisor).

In case of internship with the use of e-learning and distance learning technologies, its organization is determined by the relevant order, the tasks in the industrial (pedagogical) internship program are adjusted.

The implementation of the undergraduate internship program is monitored by the internship methodologist - the head of the student's final qualifying work.

Supervisor:

- coordinates the undergraduate internship program and the calendar dates for its implementation with the internship supervisor;
- carries out the necessary organizational measures to implement the internship program;
- sets tasks for independent work of students during the internship period with the issuance of individual assignments, provides appropriate consulting assistance;
- provides assistance to the bachelor on all issues related to the internship and the preparation of the report.

*The third stage is the result-analytical stage*, during which, based on the analysis of the reporting documentation provided by the student, the supervisor of the practice from the institute issues a general assessment (credit with assessment) for the pre-graduation practice and holds a final final conference, the purpose of which is a qualitative analysis of the completed practice and the formulation of recommendations for the upcoming defense of the final qualifying work. The result of organizing the pre-graduation practice is the pre-defense of the final qualifying work using a presentation based on modern multimedia tools.

### 4.2. Practice bases:

Production (undergraduate) internship is carried out in the structural divisions of the university.

### 4.3. Features of organizing practice for disabled people and people with disabilities.

When choosing a practice base for individuals with disabilities, not only the student(s)' ability to solve practice problems is taken into account, but also their limited health capabilities.

## **V. LIST OF REFERENCES, EDUCATIONAL, METHODOLOGICAL AND INFORMATIONAL SUPPORT FOR PRACTICE**

### **5.1. Literature**

1. Educational and industrial practice in pedagogical and physical education and sports universities: a textbook for universities / G. N. Germanov, G. A. Vasenin, S. Sh. Tsakaev, I. A. Spitsyna; edited by G. N. Germanov. – Moscow : Publishing house Yurait, 2022. - 411 p. - (Higher education). - ISBN 978-5-534-15116-9. - Text: electronic // Educational platform Yurait [website]. - URL: <https://urait.ru/bcode/487457> (date of access: 27.06.2023).

2. Korzhuev, A. V. Fundamentals of scientific and pedagogical research: a teaching aid for universities / A. V. Korzhuev, N. N. Antonova. - Moscow: Publishing house Yurait, 2022. - 177 p. - (Higher education). - ISBN 978-5-534-10426-4. - Text: electronic // Educational platform Yurait [website]. - URL: <https://urait.ru/bcode/495219> (date of access: 27.06.2023).

3. Efremova, I.V. Industrial practice: a teaching aid for students of higher educational institutions in the field of training 44.03.05 Pedagogical education, focus (profiles) Music and world art culture, Music and additional education. - Yelets: Yelets State University named after I.A. Bunin, 2018. - 101 p. - [https://elsu.ru/uploads/files/2020-10/1602948444\\_efremova-i.v.-proizvodstvennaya-praktika.pdf](https://elsu.ru/uploads/files/2020-10/1602948444_efremova-i.v.-proizvodstvennaya-praktika.pdf) (date of access: 28.06.2023).

### **5.2. Specialized periodicals: -**

### **5.3. List of resources of the information and telecommunications network «Internet»**

<b>№</b>	<b>Link to information resource</b>	<b>Name of the development in electronic form</b>	<b>Availability</b>
1.	<a href="https://infourok.ru/">https://infourok.ru/</a>	Infourok: educational internet project of Russia. Includes: lesson plans, presentations, tests, video lessons and other materials on school curriculum subjects.	Free access
2.	<a href="http://edu.ru/">http://edu.ru/</a>	Russian Education: Federal Portal. Includes links to portals and websites of educational institutions; state educational standards; regulatory documents; catalog of excursions and educational programs.	Free access
3.	<a href="http://window.edu.ru/">http://window.edu.ru/</a>	The information system “Single Window of Access to Educational Resources” provides free access to the catalog of educational Internet resources and a full-text electronic educational and methodological library for general and professional education	Free access
4.	<a href="http://fcior.edu.ru/">http://fcior.edu.ru/</a>	The Federal Center for Information and Educational Resources (FCIER) provides access to electronic educational resources and services for all levels and stages of education.	Free access

## VI. VILIST OF INFORMATION TECHNOLOGIES USED IN CONDUCTING PRACTICE

### 6.1. List of information technologies (*if necessary*)

1. Operating system Windows 10,
2. Information system 1C: Enterprise,
3. Information technologies: Web design, computer graphics, Flash technologies, etc.

### 6.2. Licensed and freely distributed software

The following licensed and freely distributed software is used in the implementation of the internship program: Microsoft Windows XP Professional; Microsoft Windows 7 Professional; Microsoft Windows 8 Professional; Microsoft Windows Server 2008 Std/Ent; Microsoft Windows Server 2012R2 Standard (PC operating systems; server operating systems). Academic licenses OLP (Open License). License validity: unlimited.

- Microsoft Office Professional Plus 2010, Microsoft Office Professional Plus 2013 (office suite). Academic licenses OLP (Open License). License validity: unlimited.
- Antivirus software Kaspersky Endpoint Security 10. Commercial license for 300 computers.
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### 6.3. Modern professional databases and information reference systems (*if necessary*)

1.	<a href="http://www.biblioclub.ru">http://www.biblioclub.ru</a>	Electronic library system (ELS) University library online	Registration via a university computer. Further individual unlimited access from any point where there is access to the Internet
2.	<a href="http://www.garant.ru">www.garant.ru</a>	Information and legal portal	Free access
3.	<a href="http://www.elibrary.ru">www.elibrary.ru</a>	Russian information portal in the field of science, technology, medicine and education	Free access
4.	<a href="http://www.classic-music.ru/">http://www.classic-music.ru/</a>	Classical music.ru	Free access

## VII. MATERIAL AND TECHNICAL BASE NECESSARY FOR CONDUCTING PRATICE

The material and technical base of the organization where the educational practice is conducted corresponds to the current sanitary and fire safety standards, as well as technical safety requirements for conducting educational work.