

# BUNIN YELETS STATE UNIVERSITY

"APPROVED"

Director of the Institute of Psychology  
And Pedagogy \_\_\_\_\_/T.D.Krasova/



## **THE WORK PROGRAMME OF THE B2.C.04(WI) Undergraduate internship**

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

**Profile:** *Primary education*

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

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

**Institute of Psychology and Pedagogy**

**Department:** *Pedagogy and Educational Technologies*

|                            | <b>full-time form</b> | <b>full-time and<br/>part-time<br/>form</b> | <b>part-time<br/>form</b> |
|----------------------------|-----------------------|---|---------------------------|
| <b>Study course</b>        | <b>4</b>              |   |                           |
| <b>Term</b>                | <b>8</b>              |   |                           |
| <b>Other forms of work</b> | <b>2</b>              |   |                           |
| <b>Independent work</b>    | <b>322</b>            |   |                           |

**Total number of academic hours: 324**

**Labor intensity: 9 credits.**

*Developer of the work programme:  
Candidate of Pedagogical Sciences, Associate*

Kondakova I.V.

## I. ORGANIZATIONAL AND METHODOLOGICAL SECTION

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

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

**1.3. Purpose of practice:** deepening the practical experience of students, developing their universal, general cultural and professional competencies; preparing materials for the final qualifying work

**1.4. 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 of methodological and industrial-pedagogical activity;
- formation and development of professionally significant qualities in students, a sustainable interest in practical activities, the need for self-education and self-development;
- collection, analysis and preparation of the necessary materials for completing the final qualifying work in accordance with the chosen topic; – study of the current state and tasks solved by the educational system

**1.5. Methods of conducting internship:** stationary

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

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

| Code and name of the universal competence | Indicators of competence achievement  |  |
|---|---|--|
| UC-1                                      | To know:<br>- methods of searching for information and working with it;<br>- the essence of a systems approach  | Knows:<br>– basic methods of searching for specialized information and working with it;<br>– the essence of a systematic approach to solving the tasks set in professional activities  |
|   | To be able to:<br>- analyze a problem, identify stages of its solution, carry out actions to solve it;<br>- find various options for solving a problem, evaluate their advantages and risks | Is able to:<br>– analyze the assigned professional task, identify the stages of its solution, consistently implement the planned actions to solve it;<br>– find various options for solving the problem taking into account modern conditions, evaluate their advantages and possible risks. |
|   | To possess:<br>- skills of assessing the practical consequences of possible options for solving a problem;  | Possesses:<br>-basic skills of assessing the practical consequences of possible options for solving a problem;   |

|             |  |  |
|-------------|--|--|
|             | - skills of competent, logical, reasoned formulation of one's own judgments and assessments  | - skills of competent, logical, reasoned formulation of one's own judgments and assessments  |
| <b>UC-2</b> | To know:<br>- 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:<br>- 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   |
|             | To be able to:<br>- formulate a set of interrelated tasks within the framework of the set goal of the work, ensuring its achievement;<br>- qualitatively solve specific tasks (research, project, activity) within the specified time  | Is able to:<br>- formulate a set of interrelated tasks within the framework of the set goal of the work, ensuring its achievement;<br>- qualitatively solve specific tasks (research, project, activity) within the specified time   |
|             | To possess:<br>- skills of determining the expected results of solving the set tasks;<br>- skills of publicly presenting the results of solving the tasks of research, project, activity   | Possesses:<br>- skills of determining the expected results of solving the set tasks;<br>- skills of publicly presenting the results of solving the tasks of research, project, activity  |
| <b>UC-6</b> | To know:<br>- your resources and their limits (personal, psychophysiological, situational, time, etc.) for the successful completion of assigned work  | To know:<br>- your resources and their limits (personal, psychophysiological, situational, time, etc.) for the successful completion of assigned work  |
|             | To be able to:<br>- 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;<br>- critically evaluate the efficiency of using time and other resources in solving assigned tasks, as well as in relation to the result obtained | To be able to:<br>- 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;<br>- critically evaluate the efficiency of using time and other resources in solving assigned tasks, as well as in relation to the result obtained |
|             | To possess:<br>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   | To possess:<br>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   | opportunities provided to acquire new knowledge and skills   |
| <b>GPC-8</b> | To know:<br>- special, including subject and methodological scientific knowledge;<br>- the basics of pedagogical activity of a subject teacher (according to the profile of the educational program)   | Knows:<br>- special, including subject and methodological scientific knowledge;<br>- the basics of pedagogical activity of a subject teacher (according to the profile of the educational program)   |
|              | To be able to:<br>- use modern technologies and methods of organizing class and extracurricular activities;<br>- use traditional and modern forms and methods of educational work, including in the subject area   | Is able to:<br>- use modern technologies and methods of organizing class and extracurricular activities;<br>- use traditional and modern forms and methods of educational work, including in the subject area  |
|              | To possess:<br>- skills in organizing various types and forms of classes taking into account the specifics of the subject area;<br>- actions in organizing various types of extracurricular activities: play, educational and research, artistic and productive, cultural and leisure  | Possesses:<br>- skills in organizing various types and forms of classes taking into account the specifics of the subject area;<br>- actions in organizing various types of extracurricular activities: play, educational and research, artistic and productive, cultural and leisure   |
| <b>PCS-1</b> | To know:<br>- fundamentals of specific teaching methods(techniques) in the subject area; - 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);<br>- modern educational technologies and methodological patterns of their selection;<br>- methods of monitoring, assessing and correcting learning results in the subject area | Knows:<br>- fundamentals of specific teaching methods(techniques) in the subject area; - 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);<br>- modern educational technologies and methodological patterns of their selection;<br>- methods of monitoring, assessing and correcting learning results in the subject area |
|              | To be able to:<br>- design a work program in the subject area;<br>- design and implement various forms of training and organization of extracurricular activities of students in the subject area (profiles ensuring the achievement of meta-  | Is able to:<br>- design a work program in the subject area;<br>- 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  |

|              |   |   |
|--------------|---|---|
|              | subject, subject and personal results   |   |
|              | <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>Possesses:</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>    |
| <b>PCS-2</b> | <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 forms of training in the subject area</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 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 forms of training in the subject area</li> </ul> |
|              | <p>To be able to:</p> <ul style="list-style-type: none"> <li>- 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</li> </ul>   | <p>Is able to:</p> <ul style="list-style-type: none"> <li>- 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</li> </ul>  |
|              | <p>To possess:</p> <ul style="list-style-type: none"> <li>- 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;</li> <li>- skills in working in a creative team with other authors and performers within a single artistic concept for the joint achievement</li> </ul>   | <p>Possesses:</p> <ul style="list-style-type: none"> <li>- 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;</li> <li>- 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;</li> </ul>                          |

|  |  |   |
|--|--|---|
|  | of high quality results of creative activity;<br>- methods of working on the technique of stage speech and speech art skills | - methods of working on the technique of stage speech and speech art skills |
|--|--|---|

**1.8. Place of internship in the structure of the basic educational program of higher education:** it is implemented within the framework of the basic (compulsory) part of block B2. Block 2. Internshi

**1.9. Volume of internship in credits and its duration in weeks or academic or astronomical hours:**

scope 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. Duration of contact work – 6 weeks. Contact work includes group consultations during the preparatory, introductory and results-analytical stages, as well as individual consultations during the main stage of internship.

## II. CONTENT OF PRACTICE

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

The requirements for the organization and content of undergraduate internship are defined by the Federal State Educational Standard of Higher Education.

General organizational support for undergraduate internship and direct educational and methodological guidance of internship are provided by the Department Pedagogy and Educational Technologies. Undergraduate internship is organized in such a way that the student has the opportunity to use the experience accumulated during its passage in preparing the final qualifying work.

- drafting and coordinating with scientific supervisors the program of experimental work/its correction;
- selection of necessary materials and equipment for the implementation of the experimental work program.
- analysis, generalization and systematization of research results, making adjustments and additions to the work, formulating conclusions and practical recommendations, formulating the main theses.
- preparation of a draft version of the final qualifying work.
- preparation of speeches/articles based on the results of the final qualifying work.

## III. EVALUATION MATERIALS FOR CONDUCTING INTERMEDIATE CERTIFICATION OF STUDENTS IN INTERNSHIP

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

in

| №<br>№ | Competence code<br>and its formulation   | Name of the assessment<br>means  |
|--------|--|--|
| 1      | <p align="center"><b>UC-1</b></p> <p>Able to search, critically analyze and synthesize information, apply a systematic approach to solve assigned problems</p>   | Main stage; result-analytical stage                                      |
|        | <p align="center"><b>UC-2</b></p> <p>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</p>               | Main stage   |
|        | <p align="center"><b>UC-6</b></p> <p>Able to manage their time, build and implement a trajectory of self-development based on the principles of lifelong education</p>   | Preparatory and introductory stage; main stage; result-analytical stage. |
|        | <p align="center"><b>GPC-8</b></p> <p>Able to carry out teaching activities based on special scientific knowledge</p>  | Main stage; result-analytical stage                                      |
|        | <p align="center"><b>PCS-1</b></p> <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> | Main stage   |
|        | <p align="center"><b>PCS-2</b></p> <p>Able to apply subject knowledge in the implementation of the educational process</p>   | Main stage   |

**3.2. Standard control tasks or other materials necessary for assessing knowledge, abilities, skills and (or) experience of activities characterizing the**

## **stages of formation of competencies in the process of mastering the educational program**

### **Typical tasks**

- Characteristics of the theoretical and methodological basis of the research;
- Formulation and characteristics of the scientific research apparatus;
- Selection and characterization of research methods;
- Logic for conducting experimental work (if any);
- Characteristics of the main results of the study.

### **3.3. Criteria for assessing the results of internship:**

The assessment of knowledge, skills, and abilities, characterizing the stages of formation of competencies in pedagogical practice, is carried out in the form of current and intermediate certification.

Monitoring current academic performance includes checking the knowledge, skills and developed competencies of students during an interview based on the results of completing assignments in the students' report during an individual consultation with a methodologist from the educational organization.

Interim certification for practice is carried out in the form of a test with a grade. For certification, the student submits a report, which is completed based on the results of the practice, taking into account (analysis) of the results of the work performed and the feedback of the practice supervisor (see: Section III "Regulations on the procedure for conducting practice").

The assessment is carried out after completing the internship in the scope of the internship program. The results of the internship assessment are recorded in the assessment and examination reports. If a student receives an unsatisfactory assessment, this constitutes academic failure.

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

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

in printed form:

- assignment for the internship;
- diary of the internship;
- report on the completion of the internship in accordance with the assignment provided for by the internship program;
- certification sheet. in electronic form:
  - electronic version of the above documents (file in pdf format);
  - other documents in accordance with the requirements of the internship program, the structure and format of which is agreed upon with the methodologist and the internship supervisor from the university.

## **IV. ORGANIZING INTERNSHIP**

### **4.1. Stages of practice:**

At the **preparatory and introductory stage**, an introductory conference on undergraduate internship is held. The internship supervisor from the university introduces the students to the internship program, their rights and responsibilities, provides program and methodological materials, distributes students to places of internship, appoints a methodologist. A work schedule (plan) of undergraduate internship is drawn up, the term and form of collecting and analyzing information in accordance with the topic of the final qualifying work are specified.

**The main stage** of internship includes students completing internship during the established period (specific dates are established by the curriculum and the schedule of the educational process) and completing tasks provided for by the content of the internship. During the main stage of undergraduate internship, the student must prepare the theoretical part of the final qualifying work and outline the main tasks that determine the content of the practical part. Carrying out scientific, methodological and research work includes completing an independent study (experiment, observation, analysis, generalization of experience) on the topic of the final qualifying work; completing a creative individual task for the final conference on undergraduate internship; producing didactic material, technical means, etc.

During the **result-analytical stage** of undergraduate internship, students prepare a report that can form an approximate structure of the final qualifying work or become material for several sections. At the final conference, the results of the internship are summarized, and the opinion of the methodologist and the supervisor is heard.

#### **4.2. Internship bases:**

Work undergraduate internship takes place at the Federal State Budgetary Educational Institution of Higher Education “Bunin Yelets State University”, at the Department of Pedagogy and Educational Technologies.

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

When choosing the internship base for people with disabilities and disabled people, not only the student(s)' ability to solve internship tasks is taken into account, but also his (their) limited health capabilities. The procedure for organizing internship is regulated by the relevant local act.

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

#### **5.1. Literature.**

1. Regulations on the procedure for conducting practical training for students of Bunin Yelets State University // Official website of Bunin Yelets State University.– URL : <http://www.elsu.ru/>
2. Federal State Educational Standard of Basic General Education [Electronic resource]// Federal State Educational Standards. – URL : <http://standart.edu.ru>

*Further reading*

1 . Kuznetsov, I. N. Fundamentals of Scientific Research: a textbook for bachelors: / I. N. Kuznetsov. - 8th ed. - Moscow: Dashkov and K°, 2023. - 282 p. - (Educational publications for bachelors). - Access mode: by subscription. - URL: <https://biblioclub.ru/index.php?page=book&id=710984> (date of access: 02.09. 2024). - Bibliography in the book. - ISBN 978-5-394-05255-2. - Text: electronic.

2. Undergraduate internship: methodological recommendations / compiled by S. V. Brevnova, I. A. Mushkina. - Sochi: SSU, 2022. - 24 p. - Text: electronic // Lan: electronic library system. - URL: <https://e.lanbook.com/book/351734> (date of access: 02.09.2024). - Access mode: for authorized users.

## 5.2. Specialized periodicals

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## 5.3. List of resources of the information and telecommunications network "Internet

| No. pp | Link to information resource                                    | Name of the development in electronic form  | Availability   |
|--------|---|---|--|
| 1.     | <a href="http://www.biblioclub.ru">http://www.biblioclub.ru</a> | Electronic library system (EBS)<br>University Library Online  | Registration via any university computer. Further individual unlimited access from any point where there is access to the Internet |
| 2.     | <a href="https://infourok.ru/">https://infourok.ru/</a>         | <b>Infourok</b> : educational internet project of Russia. Includes: lesson plans, presentations, tests, video lessons and other materials on school curriculum subjects.  | Free access  |
| ...    | <a href="http://edu.ru/">http://edu.ru/</a>                     | <b>Russian Education: Federal Portal. Includes</b> links to portals and websites of educational institutions; state educational standards; regulatory documents; catalog of excursions and educational programs.  | Free access  |
|        | <a href="http://window.edu.ru/">http://window.edu.ru/</a>       | <b>The information system "Single Window of Access to Educational Resources"</b> 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  |

## VI. LIST OF INFORMATION TECHNOLOGIES USED IN CONDUCTING INTERNSHIP

### 6.1. List of information technologies

- Conducting slide shows, video materials (films, clips) and multimedia presentations at the preparatory and result-analytical stages;
- Use of electronic information and reference systems: electronic library system (ELS) "University Library Online", "Lan", etc.;
- Independent search by students for additional educational and scientific material using the resources of the information and telecommunications network "Internet";
- Use of e-mail for correspondence and discussion of issues that arise between the teacher and students.

### 6.2. Licensed and freely distributable software

During the internship, computer equipment with licensed and freely distributed software is used:

- Microsoft Windows;
- Microsoft Office;
- LibreOffice and others.

### 6.3. Modern professional databases and information reference systems

|    |   |   |  |
|----|---|---|--|
| 1. | <a href="http://www.biblioclub.ru">http://www.biblioclub.ru</a> | Electronic library system (ELS) University library online | Registration via the university computer. In the future, unlimited individual access is provided from any point where there is access to the Internet. |
| 2. | <a href="http://www.school.edu.ru">www.school.edu.ru</a>        | Russian general education portal                          | Free access  |

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

The material and technical base of the organization where the educational practice is conducted, the premises comply with the current sanitary and fire safety standards, as well as technical safety requirements for the conduct of educational work.