

**MINISTRY OF EDUCATION AND SCIENCE OF THE RUSSIAN
FEDERATION**
Federal State Budgetary Educational Institution of Higher Education
«M.Akmullah Bashkir State Pedagogical University»

Institute of Professional Education and information technologies

M2.P.4
Pre-graduation practice programme

Recommended for the training program

44.04.01 Pedagogical education
Specialization "Pedagogical science and Psychology of Higher Education"

Qualification of graduate: master

1. Main purposes of the practice are:

a) forming and development of different competences, such as:
the ability of abstract thinking, analysis, synthesis; the capability of developing self-intellectuality and a level of cultural awareness; the ability to single-handedly acquire and use new areas of expertise; the ability to form funding bases in order to carry out practical activities; the ability to single-handedly acquire and use new information and skills not linked directly to the main areas of expertise, using IT as well;

b) forming of general competences, such as:
being ready to use the knowledge of contemporary science and education's issues when finding the solutions of professional tasks; the ability to carry out a professional and personal self-education; the ability to plan the oncoming educational routes and further career;

c) forming of professional competences corresponding to certain types of activities, such as:

- research activities – the ability to analyze the results of scientific researches, being capable of applying it while solving certain research activities regarding science and education fields; to carry out the scientific research single-handedly; readiness to use individual creative abilities in order to find independent solutions to certain research issues;
- methodological activities – being ready to develop and implement various educational methods and techniques; being ready to systemize and share the acquired experience.

Practice's objectives are:

- analysis, systematization and generalization of the results of scientific research in the fields of science and education through the use of a set of research methods in solving specific research problems;
- analysis of the results of scientific research in the fields of science and education using modern scientific methods and technologies;
- analysis of professional and educational needs and opportunities of teachers based on the results of individual methodological support routes;
- research, organization and evaluation of the results of methodological support of teachers.

2. Labor input. The labor input of the pre-diploma practice is 6 credits (216 hours). Duration of practice is 4 weeks. There'll also be midterms in the form of tests.

3. Terms of practice. For successful passing of undergraduate practice one must have knowledge and skills acquired in the study of disciplines such as

"Pedagogical dimension", "Organization of students' research activities", "Experimental work organization", "Monitoring in the education system."

4. Prospective results of the practice. As a result of finishing the pedagogical practice, the student is to know:

- the stages of organizing and conducting a scientific experiment;
- the technology of conducting diagnostic studies.
- how to plan and execute research work and submit the results;
- how to analyze theory and practice on the problem and research topic;
- how to present the results of their work;
- how to develop various types of educational programs and methodical documentation for future specialists training;
- how to develop complexes of training means and to adapt them to the real conditions of the educational process in different institutions;
- how to apply the methods of mathematical analysis for finding the solutions for various research tasks.

The student must also acquire skills of processing and analyzing the experimental data, skills of drawing conclusions on the work done, skills of writing a scientific report on the work done, and skills of writing scientific articles based on the research done.

5. Contents of the practice.

Type of work	Competences acquired	Credit units
Being familiar with the programs of the educational institutions, analysis of their relevance and effectiveness	GENERAL-1, GENERAL-2, GENERAL-3, GENERAL-4, GENERAL-5 PROF-5, PROF-6,	2 CU
Working with documents, study of curricula and work programs	GENERAL-1, GENERAL-2, GENERAL-3, GENERAL-4, GENERAL-5	
Taking part in various methodological seminars, meetings, and conferences	GENERAL-1, GENERAL-2, GENERAL-3, GENERAL-4, GENERAL-5 PROF-2	

Developing the scientific-categorical apparatus (relevance, object, subject, hypothesis, research objectives, research methodology, theoretical and practical significance of the study)	GENERAL-1, GENERAL-2, GENERAL-3, GENERAL-4, GENERAL-5 PROF-2, PROF-6, GENERAL -5	3 CU
Doing the research under the purpose and objectives of the final work.	PROF-2, PROF-6, GENERAL-5	
Designing the pedagogical software, Theoretical substantiation of the research topic.	GENERAL-5, PROF-6, PROF-11, PROF-12,	
Delivering speeches on the work done at a methodological seminar or other event followed by written introspection.	PROF-11, PROF-12, GENERAL-5	1 CU
Taking part in the implementation of the institution's programs. Taking part in various pedagogical activities.	PROF-4 PROF-11, PROF-12	

6. Planning the practice.

Date	Contents	Duration	
	Analyzing the documents defining the content and structure of the educational program		
	Doing research		
	Gathering experience for writing a master's thesis		
	Producing the diagnostic techniques for writing a master's thesis		
	Developing the scientific-categorical apparatus		
	Designing the pedagogical software; theoretical substantiation of the research topic		

	Composing the thesaurus		
	Theoretical substantiation on the research topic		
	Gathering the information needed for making the sourcebook		
	Preparing the reports for a final conference and arranging the accounting documentation		
	In total:		

7. Information about the places of practice

Pre-graduation practical training of students is held in educational institutions of secondary vocational and additional vocational education, training and course network of enterprises, institutions, organizations in the role of interns, teachers in general professional and special cycles of disciplines and professional education masters.

Places of practice: State Educational Institution "Ufa Professional College named after Hero of the Soviet Union Sultan Bikeev", State Educational Institution "Ufa College of Radio Electronics, Telecommunications and Security", Federal State Educational Institution "Ufa Motor Transport College", Federal State Educational Institution "Ufa Aviation Technical School", Public Educational Institution "Ufa Polytechnic College of Teachers College Bashkir College of Architecture and Construction, FSEI IVE Ufa State College of Technology and Design, FSEI IVE Ufa State College of Informatics, Statistics and Computing, College FSBEI of Higher Education M. Akmullah BSPU", Training Center of PLC" Ufa Engine-Building Production Association ".

8. Учебно-методическое и информационное обеспечение практики:

a) Basic literature:

1. G.Zasobina, Psihologo-pedagogicheskie osnovi obrazovatel'nogo protsessa v vishej shkole (Psychological and pedagogical basics of the educational process in High Education): utchebnoye posobie / G.Zasobina, T.Voronova, I. Koryagina. - M. ; Berlin : Direct-Media, 2015. - 231p. - ISBN 978-5-4475-3743-2 ; [site]. - URL:<http://biblioclub.ru/index.php?page=book&id=272317>

9. inventory and logistics management of training

Computers connected to the local network with Internet access; multimedia projectors, scanner, printer, Web camera.

10. Guidelines for the practice

The tasks of the Pre-graduation practical training are to acquire knowledge, skills and abilities of planning, preparing, organizing and executing research work,

as well as formalizing its results. This is achieved by studying the subject area, studying and generalizing the psychological and pedagogical literature on the problem of research, reviewing and comparing the methods of solving, formulating the expected results and the possible application of the development of diploma design. The subsequent public defense of the practice report allows the undergraduate to test his ability and ability to present the results of his work and defend the scientific and technological provisions formulated by him.

Phases of Pre-graduation practical training.

Stage 1. Preparation for the practice and familiarization with the basic institution of practice:

Participation in the setup conference;

- acquaintance with the staff of the base institution;

Familiarization with the structure of the institution, the mode of its work;

Familiarization with the programs the institution is working to implement;

- work with regulatory documents of an educational institution;

- preparation of an exemplary individual practice plan.

Stage 2 Practical work in the base institution according to an individual internship plan:

- conducting a diagnostic study in accordance with the goal and objectives of research;

- accumulation of empirical material for writing a master's thesis;

- production of electronic diagnostic methods for writing a master's thesis;

- development of the scientific-categorical apparatus (relevance, object, subject, hypothesis, research objectives, research methodology, theoretical and practical significance of the research);

Design of pedagogical software, information system, software product;

- compilation of the thesaurus of the subject area;

- theoretical substantiation of the research topic;

Draft article for the collection of material on the student scientific-practical conference.

Stage 3 Registration of reporting documentation:

- preparation and execution of reporting documentation on the basis of the pre-diploma practice;

- protection of the theoretical part of the master's thesis at the department;

- preparation and holding of the final conference on pre-diploma practice at the institute of vocational education and information technology.

11. Requirements for intermediate certification in practice.

Upon completion of the practice, the undergraduates submit an individual test record (Appendix 1), draw up a written report with the signature of the head of the practice base and hand it over to the department.

The practice report consists of an introduction and sections corresponding to the content of the practice program. The introduction to the report discusses the conditions in which the practice took place, the shortcomings that occurred, as well as suggestions for improving the practice. Each section of the practice report

should contain information on the work specifically performed during the practice period (according to Appendix 2), conclusions and suggestions. The report must be in accordance with accepted forms.

At the end of the internship the student defends a report with a differentiated assessment in the commission appointed by the head of the department. The terms of protection of the report on pre-diploma practice are determined by the department of pedagogy and psychology of vocational education. The grade for the protection of the practice report is provided by the head of the pre-diploma practice to the individual test record (Appendix 1), the examination sheet and the student's record book. This assessment is equal to the estimates of theoretical training and is taken into account when summing up the overall performance.

The final grade for the practice is set by the department head of the pre-diploma practice after the provision of all reporting documentation and the results of evaluations. The results of the practice are summed up at the final conference on pre-diploma practice, where the reports of the heads of the practice, representatives of the educational institution and the performance of undergraduates are heard.

The programme is developed in accordance with FSBEI of Higher Education 44.04.01 Pedagogical Education (Master's degree) № 1505 from 21 November 2014, and approved at a meeting of the Department of Pedagogical Science and Psychology of Professional Education on August 30, 2018, Minutes No. 1.

Developers:

The Department of Pedagogical science and Psychology of Professional Education,
V.Bakhtiyarova, PhD in Pedagogy, assistant professor.

Experts:

L. Vakhidova, PhD in Pedagogy, assistant professor of The Department of Pedagogical science and Psychology of Professional Education IPEIT

L. Solovyanyuk, PhD in Pedagogy, assistant professor of The Department of Applied Computer Studies IPEIT

MASTER’S INDIVIDUAL WORKING PLAN

For the period of pre-graduation practical training

research advisor: _____

№	Date	Contents and type of work	research advisor’s signature

INDIVIDUAL ACADEMIC RECORD OF A GRADUATE STUDENT _____ (full name)

On the period of pre-graduation practice

№	Student's work	Report document	Terms	Продукт	% done.	research advisor's mark
1.	Development of academic terminology (relevance, object, subject, hypothesis, research objectives, research methodology, theoretical and practical significance of the research). Compiling a thesaurus of the subject area.	Introduction (5-8 p.), thesaurus of the subject area		Presentation.Introduction.		
				Contents		
				thesaurus		
				Reference list		
2.	Theoretical substantiation of the research topic.	The first variant of the theoretical chapter		Theoretical chapter		
				Presentation of the theoretical chapter in charts, tables		
3.	Product design	Technical task.		Technical task.		
				Stages of product design and development		
				Technical and technological support		
4.	Conducting experimental work in accordance with the purpose and objectives of the graduation thesis.	Analysis of the results of experimental work		Presentation of the results of ascertaining and shaping cuts in tables, charts and diagrams		
5.	Design of the practical and experimental parts of the graduation thesis.	The first variant of the practice chapter		Second chapter of the graduation thesis		
				Presentation of the experimental parts (systematization and presentation of the results of its implementation)		
6.	Systematization and registration of research results	The graduation thesis in Doc. format.		Abstract of the graduation thesis with the conclusions on paragraphs and chapters.		
				Report on articles showing the results of the graduation thesis		
7.	Speech at the final conference	Report on pre-graduation practice (completed practice diary)		Report on the Pre-graduation practice, presentation of the graduation thesis		

Recommended mark of research advisor for the Pre-graduation practice _____ / _____

(Signature)

(full name of research advisor)