National Research University Higher School of Economics – Saint-Petersburg

Saint-Petersburg School of Economics and Management

Master’s Programme “Arts and Culture Management”

**REPORT**

**SCIENCE AND RESEARCH INTERNSHIP**

The assignment was made by the student of \_\_\_\_ group

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(*Name*)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*(signature)*

**Checked by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Supervisor from Organization, name, position)*

*\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(grade) (signature)*

*(date) \_\_\_\_\_\_\_\_\_\_\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(HSE Internship Supervisor, name, position)*

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*(grade) (signature)*

*(date) \_\_\_\_\_\_\_\_\_\_\_\_\_*

**Structure of report**

1. Introduction (the goals and objectives of the internship should be given in the section)

2. The content part.

3. A brief description of the place of internship with a description of the scope of activity, organizational structure, economic indicators.

4. Description of professional tasks solved by the student during the internship (in accordance with the goals and objectives of the internship program and an individual task).

5. Completed individual task.

6. Conclusion (including self-assessment of the formation of competencies).

7. Applications (graphs, charts, tables, algorithms, illustrations, etc.).

8. Student’s signature