

Федеральное государственное автономное образовательное учреждение высшего образования «Национальный исследовательский университет «Высшая школа экономики»

Факультет Санкт-Петербургская школа социальных наук и востоковедения
Департамент прикладной политологии

ПРОГРАММА НАУЧНО-ИССЛЕДОВАТЕЛЬСКОЙ ПРАКТИКИ

для образовательной программы «Сравнительная политика Евразии»
направления подготовки 41.04.04 Политология
уровень магистратура

Утверждена Академическим руководителем образовательной программы

«23» августа 2017 г.

_____ /Д.В.Гончаров/

Санкт-Петербург, 2017

Настоящая программа не может быть использована другими подразделениями университета и другими вузами без разрешения кафедры-разработчика программы.

I. GENERAL OUTLINE

The research internship is planned with the main purpose of providing opportunities for the program students' professional learning and development, where students

- can learn practical organization of the research in academia and practice-oriented sectors,
- can test their academic experience in professional research,
- can build their professional expertise through involvement into practical operations of public sector, business and civil society organizations,
- can master practical skills of research data collection and analysis.

Research internship as a part of the Master's in Comparative Politics of Eurasia

The research internship is a segment of the Section 2 ("Internships, project and research activities") of the program curriculum and is planned for the 2nd year of study. The research internship academic prerequisites include:

- Modern political science, Methods of political research, Postcommunist politics and society, Media in modern society, Computational text mining, SNA.

The research internship is to assist students in building capacities and skills needed for successful dissertation preparation and future career.

The research internship format – stationary. It can be done in two forms: practice-oriented professional learning and research-oriented professional learning.

II. INTENDED LEARNING OUTCOMES

Table 1

ILO code	Definition	Descriptors	Activities
CK 5	Ability to make managerial decisions and evaluate their implications	Planning activities of the research team members; resource planning; documentation preparation; coordinating research design.	Managerial activity. Project activity.
CK 6	Ability to analyze research data; evaluate relevance and sufficiency of the research data; to fill gaps in data (when needed).	Making data bases; library research, including skills needed for development of library collections	Information analysis
CK 7	Ability to build and coordinate communication that involves multiple parties (including cross-cultural)	Identifying and evaluating instruments of professional communication; making networks of professional communication and cooperation (including international); foreign languages command.	Project activity. Information analysis
ΠΚ 1	Ability to coordinate work of the research/analytical team	Planning activities of the research team members; resource planning; documentation preparation; coordinating research design.	Research activities; Information analysis; Project activity.
ΠΚ 2	Ability to use managerial skills in project, analytical and consulting activities	Making consulting services related to the issues of social and political development; identifying partners and building communication in the public sector.	Research activities; Information analysis
ΠΚ 3	Command of Russian and foreign languages as tools of professional communication.	Commanding languages of professional communication	Information analysis Project activity.
ΠΚ 4	Ability to build clear and efficient communication depending on the nature of the target audience (properties related to the gender, age, etc.)	Identifying and evaluating instruments of professional communication;	Research activities; Information analysis
ΠΚ 6	Ability to prepare instruments for presentation of the research/analytical work results and policy recommendations (reports, policy memos, etc.).	Making professional presentations; Making data bases.	Information analysis Project activity.

ПК 9	Ability to use knowledge of legislation and professional ethics to evaluate results and implications of professional activities.	Making consulting services related to the issues of social and political development;	Project activity.
ПК 10	Ability to use relevant research methods, to interpret research results and to provide professional presentation of the research results based on norms of professional ethics	Making data bases; library research, including skills needed for development of library collections; familiar with relevant methods and techniques of the empirical research;	Project activity.
ПК 14	Ability to identify strategies of interpersonal cooperation.	Identifying and evaluating instruments of professional communication; making networks of professional communication and cooperation (including international);	Project activity.

III. STRUCTURE OF THE RESEARCH INTERNSHIP

3 credits; 152 academic hours.

Table 2

#	Forms of activity	Activities	Learning outcomes
1	Individual work	Depending on the internship plan	СК 6, ПК 10, ПК 14
2	Internship supervisor assignments	Internship supervisor discretion	ПК 3, ПК 4, ПК 10
3	Study of the legal documents	Learning of the structure and regulations related to the decision-making process at the internship destination.	ПК 6, ПК 9
4	Participation in the work of the research team	Depending on the internship plan	СК 5, СК 6, СК 7, ПК 1, ПК 2
5	Collection and processing of data needed for the internship report preparation	Internship report preparation	ПК 3, ПК 4

IV. REPORTING

- Internship report and diary (annex 1), which are to provide detailed information regarding internship activities, learned skills and knowledge.
- Letter of reference provided by the internship supervisor at the internship destination (diary, annex 1).

V. ASSESSMENT

Assessment is to be done in the form of examination which is based on evaluation of the internship reporting documents. Not later than in 5 days after the end of the internship students have to submit both paper and electronic versions of the internship report and diary (annex 1). Electronic version should be submitted at the HSE internship supervisor corporate mail.

5.1. Assessment Criteria.

- 10-8 grades: report provides detailed information regarding all aspects of the internship; all formal requirements for the report preparation are met;
- 6-7 grades: report provides sufficient information regarding key aspects of the internship; minor inaccuracies in the report preparation;
- 4-5 grades: report provides fragmented information regarding the internship; formal requirements for the report preparation are not met.
- 2-0 grades: student submits a report that does not conform to the internship plan, or fails to submit it by the deadline.

5.2. Evaluation instruments

- individual study plan/individual assignment (annex 2).

5.2.1. Recommended research/professional fields of internship:

- federal, regional and local governments; civil society and “third sector” organizations; political parties; media; business sector; elections; international governmental and non-

governmental organizations; university research centers and independent think tanks; Russian and international academic events and projects.

The exact destination and plan for research work should be determined and formally confirmed based on the discussion with the HSE internship supervisor and internship supervisor at the planned destination.

5.2.2. Recommended research topics for internship planning:

1. Social, economic, and cultural factors of the political development.
2. Policy-making process in federal, regional and local governments.
3. Legislative process in federal, regional and local governments.
4. Lobbying in Russian politics.
5. Media in Russian politics.
6. Russian political opposition.
7. Consultative structures in Russian politics.
8. Russian civil society in electoral process.
9. Russian social movements.
10. Cultural variety of Russian civil society.
11. International governmental and non-governmental organizations in Russian politics.
12. Political and social transformations in Central Asia/Baltics/Ukraine, etc.
13. Energy politics of Eurasia.
14. Civil society in urban planning and development.
15. Totalitarian legacies in Russian politics and society, etc.

VI. LITERATURE

1.1. Mandatory

1. Project Management. Ed. by Robert J. Collins. 2011 [Электронный ресурс]
2. Barakso, M. Understanding political science research methods: the challenge of inference. Routledge, 2015 г. ISBN 978-1-138-17061-2

VII. ELECTRONIC RESOURCES

<https://www.international-internships.com>
<https://www.globalplacement.com>
<https://www.absoluteinternship.com>

VIII. SPECIAL CONDITIONS FOR STUDENTS WITH SPECIAL NEEDS

The following types of comprehension of learning information (including e-learning and distance learning) can be offered to students with disabilities (by their written request) in accordance with their individual psychophysical characteristics:

- 1) *for persons with vision disorders*: a printed text in enlarged font; an electronic document; audios (transferring of learning materials into the audio); an individual advising with an assistance of a sign language interpreter; individual assignments and advising.
- 2) *for persons with hearing disorders*: a printed text; an electronic document; video materials with subtitles; an individual advising with an assistance of a sign language interpreter; individual assignments and advising.
- 3) *for persons with muscle-skeleton disorders*: a printed text; an electronic document; audios; individual assignments and advising.

National Research University

“Higher School of Economics”

Faculty Saint-Petersburg School of Social Sciences and Humanities

Master’s Programme _____

R E P O R T

for the _____ Internship
(fill the practice’s type in)

Performed by: Group №. _____

(Student Name)

(signature)

Checked by:

(position and name of the supervisor from the organization)

(Mark)

(signature)

(date)

(position and name of the faculty supervisor)

(Mark)

(signature)

(date)

Report Structure:

1. Introduction (must contain the aims and tasks of the internship)
2. Main Part
3. The Individual Task fulfilled
4. Conclusion (contains the self-assessed of the skills learned)
5. Appendixes (tables, schemes, graphics, illustrations, algorithms etc.)

The Main Part must contain:

1. Short characteristics of the organization of the Internship (work sphere, organization structure, economics statistics)
2. The description of the professional tasks of the student during Internship (according to the Internship program aims and individual tasks)

- 1.

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RESEARCH INTERNSHIP DAILY RECORD

Student (full name)

Saint-Petersburg

Student (full name)

Master's Programme "*name of the programme*"

_____ year of study, group № _____, is recommended for internship at

(name of the organization)

1. Internship dates

according to study plan

start date _____ end date _____

date of arrival at the internship place « _____ » _____ 20 ____ г.

date of leaving the internship place « _____ » _____ 20 ____ г.

**2. Internship coordinator at the
Faculty of Social Sciences**

surname _____

first name _____

patronymic _____

3. Internship supervisor at the organization

position _____

surname _____

first name _____

patronymic _____

[illegible][illegible]

[illegible]

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National Research University

“Higher School of Economics”

Faculty Saint-Petersburg School of Social Sciences and Humanities

Master’s Programme _____

INDIVIDUAL STUDY PLAN

for the _____ Internship
(fill the practice’s type in)

Group №. _____

(Student Name)

- 1.
- 2.

(position and name of the faculty supervisor)

(signature)

(date)