**Ministry of Science and Higher Education of the Russian Federation**

**Federal State Autonomous Educational Institution of Higher Education**

**National Research University**

**Lobachevsky State University of Nizhny Novgorod**

**Institute of Economics and Entrepreneurship**

**Department of International Economics and Customs Affairs**

Level of Higher Education:

**Master**

Area of Study:

**38.04.02 «Management»**

Program:

**Management of Business and Finance**

**Report on**

**Field Practice**

Pre-graduation Practice

**Student:**

Group 35197-ММТ

Last Name, First Name

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

(signature)

**Supervisor:**

Job title, Scientific Degree, Academic degree

Ivanova N.D.

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

(signature)

Nizhny Novgorod

2021

**МИНИСТЕРСТВО НАУКИ И ВЫСШЕГО ОБРАЗОВАНИЯ**

**РОССИЙСКОЙ ФЕДЕРАЦИИ**

**ФЕДЕРАЛЬНОЕ ГОСУДАРСТВЕННОЕ АВТОНОМНОЕ ОБРАЗОВАТЕЛЬНОЕ УЧРЕЖДЕНИЕ ВЫСШЕГО ОБРАЗОВАНИЯ НИЖЕГОРОДСКИЙ ГОСУДАРСТВЕННЫЙ УНИВЕРСИТЕТ им. Н.И.ЛОБАЧЕВСКОГО**

**Институт экономики и предпринимательства**

**Кафедра мировой экономики и таможенного дела**

Уровень высшего образования

Магистратура

Направление подготовки / специальность

38.04.01 Менеджмента

Направленность программы

Управление бизнесом и финансами

Отчет о прохождении производственной практики:

Преддипломная практика

Выполнил: студент(ка) группы 35197-ММТ

очного отделения, направление «Менеджмент»,

программа «Управление бизнесом и финансами»

Фамилия, И.О.

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

Руководитель производственной практики:  
Должность, ученая степень, ученое звание,

Фамилия, И.О.

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

Нижний Новгород

2021

Federal State Autonomous Educational Institution of Higher Education

National Research University

Lobachevsky State University of Nizhny Novgorod

Institute of Economics and Entrepreneurship

**INDIVIDUAL TASK FOR PRE-GRADUATION PRACTICE**

Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (full name)

Semester 4

Faculty / institute / branch Institute of Economics and Entrepreneurship

Form of education Full-time

Area of study 38.04.02 "Management", Master Program "Management of Business and Finance"

**THE ASSIGNMENT FOR PRACTICE**

**(list of issues to be considered)**

1. To substantiate the relevance, scientific novelty and theoretical significance of the theme of the master's thesis.

2. To conduct the abstract review on the research issues of master's thesis on the basis of the analysis of domestic and foreign literary sources

3. Briefly describe the object of research

4. Conduct a comparative analysis of the research methods to be used

5. Conduct an analysis of the main elements of the organization's management system (management methodology, management process, management structure, technology and management technologies)

6. Conduct an analysis of the organization's business processes

7. Analyze the system of organizational development and organizational changes

8. Analyze the main market and specific risks of the organization

9. Present the results of the analysis on the theme of the master's thesis, formulate the positive and negative aspects of the state of the problem under study

10. To work out possible directions for changing (improving) the state of the investigated problem

11. To develop a set of practical measures to address the problems identified in the course of research on the activities of the enterprise.

Date: 25 April 2021

Supervisor

Job title, Scientific Degree, Academic degree\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Ivanova N.D.

(Signature) (full name)

Familiarized with the assignment

Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Johnson, P.

(Signature) (full name)

Working Schedule (plan) for Conducting the Practice

Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (full name)

Semester 4

Faculty / institute / branch Institute of Economics and Entrepreneurship

Form of education Full-time

Area of study 38.04.02 "Management", Master Program "Management of Business and Finance"

**Place of the Practice** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor from UNN Job title, Scientific Degree, Academic degree Ivanova N.D.

(name, position)

Supervisor from the base of the practice \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(name, position)

Type of the Practice: \_Pre-Graduaiton \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time of the Practice: from 25 April 2021 to 23 June 2021

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| --- | --- |
| Date | Content of the practice |
| 25.04.2021 | Practice Scheduling |
|  |  |
|  |  |
|  |  |
|  | Practice Report Submission |

Supervisor from UNN

Job title, Scientific Degree,

Academic degree \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Ivanova N.D.

(Signature) (full name)

Supervisor from the base of the practice \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature) (full name)

25 April 2021.

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| **Федеральное государственное автономное образовательное**  **учреждение высшего образования**  **«НАЦИОНАЛЬНЫЙ ИССЛЕДОВАТЕЛЬСКИЙ**  **НИЖЕГОРОДСКИЙ ГОСУДАРСТВЕННЫЙ УНИВЕРСИТЕТ им. Н.И. ЛОБАЧЕВСКОГО»** |
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|  |
| ОТЗЫВ |
| Преддипломная практика |
|  |
| Обучающегося\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| (фамилия, имя) |
|  |
| Институт \_\_\_\_\_\_\_\_\_ ИЭП\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |
| Форма обучения \_\_\_\_\_\_\_\_\_очная\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |
| Направление/специальность\_\_\_\_\_\_\_\_\_Менеджмент\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| За время прохождения практики студентом были изучены следующие вопросы (убрать/оставить лишнее в соответствии с темой диссертации): |
| 1. Особенности выполнение производственных заданий, сбор, обработка и систематизация статистического и аналитического материала в месте прохождения преддипломной практики 2. Рыночные позиции компании 3. Организация управления финансами и проектной деятельностью 4. Анализ финансово-экономического состояния и проектной деятельности компании 5. Внешнеэкономическая деятельность предприятия. 6. Пути улучшения деятельности компании (выводы и предложения) 7. Особенности проведения анализ полученной информации, подготовка отчета по практике, 8. Согласование отчета по практике с научным руководителем от базы практики, получение отзыва и характеристики   Критерии оценки отчета по производственной практике:   |  |  | | --- | --- | | Полнота выполнения программы практики | соответствует/частично соответствует/не соответствует | | Качество изложенного материала | соответствует/частично соответствует/не соответствует | | Степень раскрытия проблемных вопросов | соответствует/частично соответствует/не соответствует | | Качество оформления отчета | соответствует/частично соответствует/не соответствует | | Обоснованность аналитических данных нормативно-справочные документами предприятия | соответствует/частично соответствует/не соответствует |   По содержанию отчета, можно сделать вывод, что практика пройдена в полном объеме, студентом освоены все заявленные компетенции на высоком/среднем/низком уровне.  Оценка по практике  Руководитель практики  Должность, ученая степень,  ученое звание \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Иванова Н.Д.  (ФИО, должность, подпись, дата) |

23 июня 2021 г.

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| Federal State Autonomous Educational Institution of Higher Education |
| National Research University |
| Lobachevsky State University of Nizhny Novgorod |
| Institute of Economics and Entrepreneurship |
|  |
| **Supervisor Review** |
| **Field Practice** |
| Pre-graduation Practice |
| Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Johnson Peter\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |
| Semester \_\_\_4\_\_\_ |
| Faculty / institute / branch Institute of Economics and Entrepreneurship |
| Form of education Full-time |
| Field of study / specialty direction 38.04.01 "Management", Program " Management of Business and Finance" |
|  |
| The tasks fulfilled during the practice (leave the appropriate) |
| 1. Features the implementation of production tasks, the collection, processing and systematization of statistical and analytical material in the place of undergraduate practice (  2. Market position of the company  3. Organization of financial and project management  4. Analysis of the financial and economic condition and project activities of the company  5. Foreign economic activity of the enterprise.  6. Ways to improve the company (conclusions and suggestions)  7. Features of the analysis of the information received, preparation of a report on practice,  8. Coordination of the practice report with the supervisor from the practice base, obtaining feedback and characteristics  Criteria for evaluating the report on practice:   |  |  | | --- | --- | | Completeness of the implementation of the practice program is | Consistent, Partially consistent, Inconsistent | | The quality of the material presented is | Consistent, Partially consistent, Inconsistent | | The degree of disclosure of problematic issues | Corresponds / Partially corresponds /Doesn’t to correspond requirements, | | The quality of the report is | Consistent, Partially consistent, Inconsistent | | The documentary support of analytical data used | Corresponds / Partially corresponds /Doesn’t to correspond requirements, |   According to the content of the report, we can conclude that the practice was completed in full, the student mastered all the declared competencies at a high/medium/low level.  The mark for the practice is  An individual assignment and a work schedule for conducting production (practice on obtaining professional skills and experience in professional activity) practice are attached to the report.  Practice Supervisor   Job title, Scientific Degree, Academic degree N.D. Ivanova  23 June 2021 |

**Methodical Support of Independent Work of Students**

During the practice period, the master determines the problem of research, the object and the subject of research; formulates the goals and objectives of the study; conducts a theoretical analysis of literature and research on the problem, selects the necessary sources on the topic (patent materials, scientific reports, technical documentation, etc.); compiles a bibliography; formulates a working hypothesis; chooses the research base; defines a set of research methods; analyzes the experimental data; prepares the results of the study. Magistrates work with primary sources, monographs, author's abstracts and dissertations, consult with the supervisor and teachers.

The results of the practice are reflected in the report on pre-graduation practice.

The report on the passage of practice contains:

* **Title page** (Appendix 1)
* **Introduction.** It formulates the goals and tasks that the student sets and solves during the passage of practice, substantiates the relevance of the topic of scientific research, its scientific novelty, practical and theoretical significance.

**Section 1.**

*A review.* It is necessary to formulate one or more research issues of the Master's Thesis. The review should be based on an analysis of domestic and foreign literary sources (monographs, articles in the periodical press, electronic databases, archives, analytical reviews) and maintain its own viewpoint of the master in discussion topics related to the research topic. In the review, references should be made, and a bibliographic list drawn up in accordance with the requirements.

**Section 2.**

Development of the main directions of scientific research on the theme of the master's thesis.

2.1 Characteristics of the object of study;

2.2 Comparative analysis of the research methods to be used;

2.3 Characteristics of the research methodology developed or used by the student;

2.4 Statement of mission and objectives, characteristics of the organizational structure of the enterprise (organization);

2.5 Analysis of the organization's management system and its main elements;

2.6. Analysis of factors of external influence on the organization;

2.7. System for planning the work of the organization;

2.8. Description and analysis of business processes of the organization;

2.9. Analysis of corporate strategies used at the enterprise through strategic analysis of the organization's activities, analysis of the functioning of strategic business units of the enterprise;

2.10. Analysis of the operational management system of the organization;

2.11. Analysis of organizational culture of the organization;

2.12. Analysis of methods of material and non-material motivation used in the organization;

2.13. Analysis of training methods for employees used in the organization.

**Section 3**

**Description of the results.** It is necessary to present the main conclusions about the activities of the organization and the prospects for its development, to develop a set of measures to address the identified problems and to assess the consequences of implementing the developed set of measures to address the identified problems by identifying social, economic, organizational, technological and other effects from the proposed solutions

***Conclusions***

***References***

***Appendixes***