

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE  
Lesya Ukrainka Volyn National University  
Faculty of International Relations  
Department of International Economic Relations and Project Management

**SYLLABUS**  
**normative educational component**  
**«Production business practice (Internship)»**

**preparation** of bachelors  
**specialty 292** «International Economic Relations»  
**educational and professional programs** «International Business»,  
full-time form of education

Lutsk - 2024

**Syllabus of the educational component «Production business practice (Internship)»** of training bachelors in the field of knowledge 29 «International Relations» specialty 291 «International Economic Relations» of educational and professional program «International Business».

**Developer:** Skorokhod Iryna Sviatoslavivna, Doctor of Economics, Professor of the Department of International Economic Relations and Project Management.

### **Agreed**

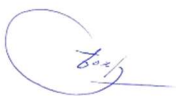
Guarantor of educational and professional program:



/ A. O. Boiar

The syllabus of the educational component was approved at a meeting of the Department of International Economic Relations and Project Management, Protocol No. 1 of August 29, 2024.

Head of the Department:



(Boiar A.O.)

## I. DESCRIPTION OF THE EDUCATIONAL COMPONENT

| Name of indicators           | Branch of knowledge, specialty, educational and professional program, educational level                                 | Characteristic of the type of practice |
|------------------------------|---|--|
| Full-time form of education  | 29 – International Relations<br>292 – International Economic Relations, EPP «International Business», bachelor’s degree | Production                             |
| Number of hours/credits 90/3 |   | Year of study – 2027-2028              |
|                              |   | Semester – 7- th                       |
|                              |   | Independent work – 84 hours            |
|                              |   | Consultations – 6 hours                |
|                              |   | Form of control: credit                |
| Language of instruction      |   | English                                |

## II. INFORMATION ABOUT THE PRACTICE MANAGER

Name: Iryna Skorokhod  
 Scientific degree: Doctor of Economic Sciences  
 Academic status: Professor  
 Position: Professor of the Department of International Economic Relations and Project Management  
 Contact information: +38 0506034650, [Iryna.Skorohod @vnu.edu.ua](mailto:Iryna.Skorohod@vnu.edu.ua)  
 Class days: <http://94.130.69.82/cgi-bin/timetable.cgi?n=700>

## III. DESCRIPTION OF THE EDUCATIONAL COMPONENT

### 1. Course abstract

Industrial business practice of education seekers is an integral part of the educational and professional training of specialists, the main task of which is to consolidate the theoretical knowledge obtained in the process of study, to form in education seekers the skills to make professional decisions. During the practice, the foundations of professional experience, practical skills and abilities, professional qualities of the future specialist's personality are laid, the ability to analyze the financial and property status of the enterprise, consider industry development trends, and perform a comprehensive analysis of the foreign economic activity of the studied enterprise. During the practice period, the higher education seeker performs work at the appropriate workplace under the supervision of the university and company internship manager.

**2. Prerequisites:** Production business practice is closely related and allows you to practically apply theoretical knowledge obtained while studying the following educational components: «Micro- and Macroeconomic Basics of International Business», «Mathematics and Statistics for Economists», «Economy and Foreign Economic Relations of Ukraine», «Firm Economics», «Business Analytics».

**Post-requisites:** qualification (bachelor's) work.

### 3. The purpose and objectives of the production business practice

The **purpose** of the production business practice is to consolidate the theoretical knowledge obtained by students in the process of studying theoretical disciplines of the general and professional training cycle, practical skills in the educational and professional program «International Business» for making independent decisions in specific conditions of professional activity, as well as collecting material for completing the final qualification (bachelor's) work. The **objectives** of practice are to deepen the acquired theoretical knowledge of the main professionally oriented educational components, master modern techniques and methods of organizing and conducting international business, and develop proposals for the implementation of the latest technologies for managing the enterprise's foreign economic activity.

### 4. Learning outcomes (competencies)

Integral competence: the ability to solve complex specialized problems and practical problems in the field of international economic relations in general and international business in particular, as well as in the learning process, which involves the application of new theories and methods in conducting comprehensive research of world economic relations, is characterized by complexity and uncertainty.

GC 1. Ability to exercise their rights and responsibilities as a member of society, to realize the values of civil (free democratic) society and the need for its sustainable development, the rule of law, human and civil rights and freedoms in Ukraine.

GC 2. Ability to preserve and multiply moral, cultural, scientific values and achievements of society based on understanding the history and patterns of development of the subject area, its place in the general system of knowledge about nature and society and in the development of society, technology and technology, use different types and forms physical activity for active recreation and a healthy lifestyle.

GC 3. Ability to study and be modernly trained.

GC 4. Ability to plan and manage time.

GC 5. Ability to communicate in the state language both orally and in writing.

GC 6. Ability to communicate in foreign languages.

GC 7. Skills in the use of information and communication technologies.

GC 8. Ability to abstract thinking, analysis and synthesis.

GC 9. Ability to be critical and self-critical.

GC 10. Ability to communicate with representatives of other professional groups of different levels (with experts from other fields of knowledge / types of economic activity).

GC 11. Ability to work in a team.

GC 12. Knowledge and understanding of the subject area and understanding of professional activity.

GC 13. Ability to make decisions and act in compliance with the principle of inadmissibility of corruption and any other manifestations of dishonesty.

PC2. Ability to use basic categories and the latest theories, concepts, technologies and methods in the field of international economic relations, taking into account their basic forms, to apply theoretical knowledge about the functioning and development of international economic relations.

PC8. Ability to determine the functional features, nature, level and degree of relationships between the subjects of international economic relations at different levels and to establish communication between them.

PC11. Ability to conduct research on economic phenomena and processes in the international sphere, taking into account causal and spatio-temporal relationships.

PC12. Ability to use regulatory documents and reference materials in carrying out professional activities in the field of international economic relations.

PC14. Ability to communicate at the professional and social levels using professional terminology, including oral and written communication in state and foreign languages.

PC16. The ability to constantly improve the theoretical level of knowledge, generate and effectively use them in practice.

PC17. Ability to identify areas of regulation and apply methods to assess the level of economic security of international business; analyze, evaluate, develop and communicate tactical and strategic schemes for organizing and conducting international business, taking into account strengths and weaknesses, opportunities and threats.

PC18. Ability to use methods of microeconomic research, possession of categorical apparatus and theoretical concepts of microeconomic analysis in international business; understanding the patterns of international business development in market conditions; understanding and using key macroeconomic indicators in the context of international business development.

PC19. Ability to analyze the structure and features of the international marketing policy of the enterprise, to understand and implement various forms of international marketing, methods of entering foreign markets for goods and services; understand and use the institutional and information tools and management methods of a modern international company, including financial, HR, operational, logistics and other types of management.

PC20. Ability to search, critically evaluate and process information from various sources in the field of international business; generate conclusions, recommendations and proposals, new original ideas for (re) organization of business, planning and modeling of business processes and strategic (including anti-crisis) management.

PC21. Ability to identify forms of manifestation of objective economic laws in individual industries and enterprises of various forms of ownership, use traditional and

new methods of business organization and management of firm resources, optimize economic processes in the enterprise, analyze and summarize the results of operating, accounting, customs brokerage and investment activities of the firm, to develop measures to improve the efficiency of its work.

PLO1. Treat professional self-improvement responsibly, aware of the need for lifelong learning, show tolerance and readiness for innovative change.

PLO 5. Have the skills of self-analysis (self-control), be understandable to representatives of other business cultures and professional groups of different levels (with experts from other fields of knowledge / activities) on the basis of valuing diversity, multiculturalism, tolerance and respect for them.

PLO6. Plan, organize, motivate, evaluate and increase the effectiveness of teamwork, conduct research in a group under the guidance of a leader, taking into account the requirements and features of today in a limited time.

PLO7. Apply the acquired theoretical knowledge to solve practical problems and meaningfully interpret the results.

PLO25. Present the results of the study, on the basis of which recommendations and measures for adaptation to changes in the international environment are developed.

PLO26. It is reasonable to choose the types and directions of international business on the basis of understanding the economic processes in the market environment, to make operational situational and strategic decisions on the development and security of international business; to organize the functioning of the economic security management system of international business.

PLO27. Apply general theoretical and applied knowledge about the mechanisms and patterns of development of macroeconomic foundations of international business; to carry out microeconomic analysis of supply and demand, choice of consumer and producer in the markets of perfect and imperfect competition in the conditions of international business.

PLO28. Use the acquired knowledge in the field of international management and marketing for independent analysis of world economic processes and making informed management decisions on this basis; analyze the specifics of the culture of international business in different countries; choose ways to enter international markets; analyze international markets and the international economic environment; develop measures to increase the competitiveness of the enterprise in foreign markets.

PLO29. Carry out analysis and synthesis of international information; determine the information value of international databases; understand and use information that reflects the activities of international companies; to carry out competitive intelligence and other information and analytical research on a wide range of problems of international business, to communicate their results in the international business environment.

PLO30. Analyze the trade and economic opportunities of the firm, identify markets and forecast the activities of firms in international markets, use in practice knowledge in finance, customs, banking and insurance to develop and implement a development plan based on investment and innovation model, analyze and summarize operating results , accounting, financial and investment activities of an international company.

PLO31. To understand the essence and types of dishonest behavior, to identify and intolerate it in academic and extra-academic environments, to obey to the norms of integrity in educational, scientific and professional activities.

#### **IV. ORGANIZATION OF PRODUCTION BUSINESS PRACTICE**

Industrial business practice in specialty 292 «International Economic Relations» of the educational and professional program «International Business» is carried out in accordance with the Regulations on the Practice of Students of the Lesya Ukrainka Volyn National University, approved by order No. 320-z dated August 29, 2024, the curriculum and is organized by the department. Industrial practice at the enterprise is an important component of the educational and research process of training students in educational institutions and is carried out in organizations of various spheres of the national economy, forms of ownership, sizes, where there is an appropriate base. Students can independently choose the place of practice, but the nature of the practice base must correspond to the profile of the specialty and educational and professional program, i.e. contain an element of international and business activities.

Methodical guidance of students during internship is provided by the internship manager from the university through consultations. The work of students directly at the enterprise during internship is organized by the internship manager from the enterprise. Responsibility for organizing internship is generally assigned to the head of the department, responsibility for the quality of internship is directly borne by the internship managers from the department, who are assigned to the relevant enterprises and students.

The duration and terms of internship are determined by the curriculum for bachelors at the Lesya Ukrainka Volyn National University. Agreements are concluded in advance with the internship bases for internships in the established form. During internship, students keep diaries. The final stage of internship is the preparation of a written report and its defense before a commission.

The content of the production business practice for three weeks involves the performance of the following tasks and works:

1. Familiarization with the enterprise, the regulatory and legal framework of its functioning.
2. Study of the general characteristics and features of the enterprise's activities.
3. Study of the organizational structure and management structure of the enterprise.
4. Study of the main technical and economic indicators of the enterprise's activities.
5. Study of the main trends in the development of the industry.
6. Characteristics of the activities of the largest competing enterprises in the industry.
7. Study of the organizational structure of the foreign economic relations department at the enterprise.
8. Diagnostics of the competitiveness of this enterprise and its products on the foreign market.
9. Assessment of factors that determine the strategy of the enterprise's foreign economic activity.

10. Briefly summarize the specific results of the research that was conducted during the production practice, focusing on the author's proposals. The formulation of conclusions should be based on the materials of the main part of the work in accordance with the tasks set.

11. Summarize the results of the research, draw conclusions, and prepare a report on production practice.

## V. STAGES OF PRODUCTION BUSINESS PRACTICE

| Stages          | Content, main tasks, duration  | Deadline   | Number of hours |                  |               |
|-----------------|--|--|-----------------|------------------|---------------|
|                 |  |  | Total           | Independent work | Consultations |
| 1. Preparatory  | Selection and coordination of practice bases, formation of an order  | —  | —               | —                | —             |
| 2. Introductory | Familiarization with the program, responsibilities of the parties, report requirements and evaluation conditions | 1st week (1 day)                                   | 9               | 8                | 1             |
| 3. Basic        | Internship, implementation of its program  | 1st week (2-5 days), 2nd week, 3rd week (1-2 days) | 62              | 58               | 4             |
| 4. Summary      | Report preparation   | 3rd week (3-4th day of the week)                   | 17              | 16               | 1             |
|                 | Defense of the internship report   | (last day of practice)                             | 2               | 2                | —             |
| <b>Total</b>    |  |  | 90              | 84               | 6             |

## VI. TYPES (FORMS) OF INDIVIDUAL TASKS

Introduction. (2 pages) The introduction should indicate the directions of economic activity of the enterprise, the goal and tasks that need to be solved during the course of the production business practice.

Chapter 1. General characteristics of the enterprise - the object of practice (4-5 pages).

Describe the status of the enterprise, economic activity, management of the enterprise's activities by the owners, the organization of management of the enterprise's activities, instructional, regulatory and methodological materials used at the enterprise, their quality and completeness.

Chapter 2. Analysis of foreign economic activity and financial results of the enterprise - the object of practice (up to 15 pages)

Assess the state of the organization of foreign economic activity in the main directions and the results achieved; analyze the export (import) of goods and services at the enterprise; determine the position of the enterprise in the foreign market and its main competitors.

Chapter 3. Proposals for improving the enterprise's activities (3-4 pages)

Depending on the specialization of study, scientific interests and personal desires, the student must develop specific and substantiated proposals for improving a separate direction (directions) of the enterprise's work or introducing a certain innovation. The development of proposals should be based on the identified shortcomings in the organization of the enterprise's work, the available reserves for its improvement, and the study of domestic and foreign experience of the best enterprises of similar and related profiles of activity.

Conclusions (2-3 pages). The conclusions should indicate the types of work performed during the production business practice, proposals and recommendations for improving the efficiency of the enterprise - the basis of the production business practice.

References (1 page). Form according to the content of the activities that the student performed during the production business practice.

Appendices. In the appendices to the report, the company's charter, financial statements and other documentation should be attached.

## VII. EVALUATION OF BUSINESS PRACTICE RESULTS

### Evaluation criteria

| Evaluation elements   | Evaluation criteria   | Maximum number of points |
|---|---|--------------------------|
| <i>Evaluation of the report and practice diary by the supervisor: 60 points</i> |   |                          |
| 1. Timeliness of report submission  |   | 10                       |
| 2. Quality of report writing, including:  |   | 50                       |
| Content   | The presence of all structural components, the style of formulation, compliance with the tasks set.   | 5                        |
| Introduction  | <ul style="list-style-type: none"> <li>– relevance and problem statement;</li> <li>– object, subject, goal, task;</li> <li>– research methods, their compliance with the goal and objectives.</li> </ul>  | 5                        |
| The main part   | <ul style="list-style-type: none"> <li>– depth of disclosure of research tasks;</li> <li>– appropriateness and level of use of sources;</li> <li>– logic of presentation of the material;</li> <li>– having scientifically well-formulated own opinions;</li> <li>– compliance with scientific style;</li> <li>– using methods declared in the introduction.</li> </ul> | 20                       |

|  |   |    |
|--|---|----|
| Conclusions  | <ul style="list-style-type: none"> <li>– compliance of the logic of constructing conclusions with the set goals and objectives;</li> <li>– adequacy and validity of conclusions.</li> </ul>   | 5  |
| References   | <ul style="list-style-type: none"> <li>– number of literary sources;</li> <li>– availability of modern relevant sources on the problem under study;</li> <li>– compliance of the list of sources used with bibliographic requirements.</li> </ul> | 5  |
| Appendices   | <ul style="list-style-type: none"> <li>- availability of reporting;</li> <li>- availability of additional calculations.</li> </ul>  | 5  |
| Report preparation   | Compliance with the requirements for report design (font, volume, citation and references to sources, tables, figures, appendices, etc.)  | 5  |
| <i>Evaluation of the report by the committee members during the defense process: 40 points</i> |   |    |
| Defense of the internship report   | logical and reasoned teaching of the material   | 10 |
|  | the presence of elements of scientific creativity and independence  | 10 |
|  | student's mastery of work materials   | 10 |
|  | reasoned answers to questions from committee members  | 10 |

### Evaluation Policy

**Policy on visiting the practice:** Visiting the practice base and consultations provides an opportunity to obtain the declared general and professional competencies, to complete the practice tasks on time and qualitatively. The student has the opportunity to receive a positive assessment by completing the tasks and defending the report on the origin of the practice. Students are required to adhere to the deadlines specified in the Order on the completion of industrial business practice.

**Academic Integrity Policy:** When completing industrial business practice, the student must comply with the norms of the Code of Academic Integrity of the Lesya Ukrainka University (<http://surl.li/aagxg>), the Internal Regulations and the Rules of Labor Protection, Safety and Industrial Sanitation at the enterprise (organization) during the practice. The work regime at the enterprise (organization) is established by the practice managers from the practice base and from the university and is recorded in the practice diary. Practice reports must be their original research or considerations. Copying other people's ideas in the process of writing a report on the completion of professional practice is prohibited. Identifying signs of academic dishonesty in the internship report (lack of references to sources used, high level of compilation) is grounds for its non-registration by the teacher, or a low grade depending on the extent of plagiarism or cheating.

**Deadlines and Rescheduling Policy:** Reports submitted late without good reason will be given a lower grade.

### GRADING SCALE

| Score in points | Linguistic evaluation | ECTS scale score |                                  |
|-----------------|-----------------------|------------------|----------------------------------|
|                 |                       | Score            | Explanation                      |
| 90–100          | Perfectly             | A                | excellent performance            |
| 82–89           | Very good             | B                | above average level              |
| 75–81           | Well                  | C                | overall good job                 |
| 67–74           | Satisfactory          | D                | nice                             |
| 60–66           | Enough                | E                | execution meets minimum criteria |
| 1–59            | Disappointing         | Fx               | re-assembly required             |

### VIII. FINAL CONTROL

According to the curriculum, a form of final control is provided - differentiated credit. The minimum required for successful crediting of production business practice is 60 points (see the Regulations on the current and final assessment of knowledge at Lesya Ukrainka University - <http://surl.li/prwyvs>).

### IX. RECOMMENDED LITERATURE

1. Business Plan Development Guide. URL: <https://mountainscholar.org/handle/20.500.11785/572>
2. Competitive Strategies for Growth URL: <https://2012books.lardbucket.org/books/competitive-strategies-for-growth/>
3. Diary of a production practice. URL: <http://surl.li/avgwl>
4. Hill, Charles (2013). *International business: competing in the global marketplace*. 9<sup>th</sup> ed. New York: McGraw-Hill/Irwin. 748 p. URL: <http://surl.li/avguj>
5. Modern Management of Small Businesses. URL: <https://2012books.lardbucket.org/books/modern-management-of-small-businesses/>
6. Regulations on the practice of students of Lesya Ukrainka Volyn National University dated August 29, 2024. URL: <https://surl.li/hnypdr>
7. Shubik M., Smith E. (2017). *The Guidance of an Enterprise Economy*. Cambridge, Massachusetts. The MIT Press. 592 pp.
8. Statute documentation of the enterprise (organization).
9. Website of the enterprise (organization).
10. Економіка підприємства: навчальний посібник / О. М. Бандурка, Є. В. Ковальов, М. А. Садиков, О. С. Маковоз; за заг. ред. О. М. Бандурки. Харків: ХНУВС. 2017. 192 с. URL: <http://dspace.univd.edu.ua/xmlui/handle/123456789/1178>
11. Економіка підприємства: навчальний посібник / О. І. Лисак, Л. О. Андреева, Л. О. Болтянська. Мелітополь: Люкс, 2020. 272 с.