



МИНИСТЕРСТВО НАУКИ И ВЫСШЕГО ОБРАЗОВАНИЯ РОССИЙСКОЙ ФЕДЕРАЦИИ
федеральное государственное автономное образовательное учреждение высшего образования

**«Дальневосточный федеральный университет»
(ДФУ)**

Школа экономики и менеджмента

УТВЕРЖДАЮ

Руководитель образовательной
программы


_____ Д.А. Соколова
« 20 » _____ 2019 г.

ПРОГРАММА

ПРОИЗВОДСТВЕННОЙ ПРАКТИКИ

Pre-graduation internship (Преддипломная практика)

НАПРАВЛЕНИЕ ПОДГОТОВКИ

38.04.02 Менеджмент

Программа академической магистратуры

**Магистерская программа: «International Business and Project management / на
английском языке»**

Владивосток
2019

1. REGULATORY DOCUMENTATION REGULATING THE PROCESS OF ORGANIZATION AND PROCESS OF PRACTICE

This program of pedagogical practice (hereinafter - Practice) is designed in accordance with the requirements of:

- Federal Law of December 29, 2012 No. 273-ФЗ “On Education in the Russian Federation”;
- Order of the Ministry of Education and Science of the Russian Federation of 05.04.2017 No. 301 “On approval of the procedure for organizing and carrying out educational activities on educational programs of higher education - undergraduate programs, specialty programs, graduate programs”;
- Order of the Ministry of Education and Science of the Russian Federation of November 27, 2015 No. 1383 “On the approval of the provision on the practice of students mastering the basic professional educational programs of higher education”;
- Educational standard, independently established by FEFU (OS-38.04.02-57 / 2-2015), approved by order of the rector of 07.07.2015 No. 12-13-1282 (as amended, approved by order of the rector of FEFU of 06.09.2016 No. 12-13-1594), the qualification (degree) of the graduate - master;
- Position I on the procedure for the practice of students enrolled in the Federal State Autonomous Educational Institution of Higher Education "Far Eastern Federal University" in higher education programs (for undergraduate programs, specialties, master), approved by Order № 12-13-2030 from October 23, 2015;
- The positions I on the funds of assessment tools of educational programs of higher education - undergraduate programs, specialties, master's Far Eastern Federal University, approved by order of the rector from 12.05.2015, the № 12-13-850;
- Other local FEFU acts.

INTRODUCTION

Preparation and defense of the master thesis - Graduated Qualification Paper (further in the text – GQP) is a mandatory component of the State final certification. This manual defines the requirements for the graduation master's qualification work design in order to ensure the quality of training and establishment of common requirements, rules, order of registration. The methodical management is developed according to the Russian Federation standards' requirements:

- Standard 2.105-95 "General requirements for text documents" (presentation text, table, formula and illustrative material);
- State Standard 7.32-2001 "Research work report. Structure and rules design" (design work);
- State for text documents" (text presentation, table, formula and illustrative material);
- State Standard 7.1-2003 "Bibliographic record. Bibliographic description. General requirements and rules " (making a list of used sources);
- State Standard 7.0.5-2008 " Bibliographic reference. General requirements and rules compilation " (design of footnotes and references);
- State Standard 7.82-2001 " Bibliographic record. Bibliographic description of electronic resources. General requirements and rules of preparation»;
- State Standard 7.12-93 " Bibliographic record. Reduction of words in Russian. General requirements and rules" (use of generally accepted abbreviations of Russian words and combinations).

The guidelines are carried out according to:

- Statute on the magistracy of the Far Eastern Federal University (order № 12-13-315 from 01.03.2014);
- Statute for verification of the students' GQP for plagiarism.

The previous practice of the master theses defense on the international master programs is taken into account in the development of this manual.

1. General GQP Rrequirements

1.1. A graduation thesis is performed in the end of the second academic year in the English language. Preparation and defence of graduation thesis (graduate qualification work) under the master's degree program is the final stage of educational master's degree programs at Far Eastern Federal University.

1.2. A graduation thesis is a complete development on a given topic written individually under the supervisor's guidance containing the elements of the scientific research and / or solution of the applied problem, indicating ability of the author to work with scientific and professional literary publications, generalize and analyze factual material using theoretical knowledge and practical skills obtained during the basic educational master program.

1.3. Master thesis should be different from bachelor graduation paper by the deep theoretical study of the problem, the scientific novelty elements (theoretical contribution) and a higher level of practical recommendations provided.

1.4. GQP basic requirements:

- correspondence of the ongoing research to the training program;
- the theoretical knowledge and professional skills application gained during the educational training;
- correspondence of the abstract theorems to the practical tasks in the study framework.
- study completeness and the independence of its implementation.

2. General GQP Content Requirements

2.1. Master thesis must correspond to the Federal state educational standard of higher education requirements. The dissertation is an independent work related to the problems solution of those activities for which the master student is preparing (research or organizational or management).

2.2. The GQP content should correspond to the following requirements:

- data originality and relevance;
- theme, research goal and study objective validity;
- logic and structure of the provided data;
- the assigned tasks' analysis and solution;
- quality of the used information;
- correspondence of the selected research methods to the research tasks.

2.2. Depending on the exploratory direction and the nature of the tasks which need to be solved the master theses are classified:

- ✓ **empirical research** (empirical research) is oriented to check the theoretical hypotheses by collecting and analyzing the empirical data. Master's thesis of this direction should contain the following information:
 - research object description;
 - characteristics of the used information;
 - information about quantitative and / or qualitative methods of its collection and processing;
 - results of the author's research;
 - meaningful interpretation of the results (new facts), their significance for international management / economy;
- ✓ **methods and tools improvement** (applied research) focused on new methods development for actual typical managerial / economic problems solution. Critical review of the existing research methods according to the research problems; the results of the author's research to find out the novelty in the studied field (for example, interviews with experts, analysis of cases) should be given in the master thesis. The proposed author's solution in comparison with the alternative solutions to similar problems, the results of the solution implementation, the evaluated effectiveness of such solutions are given.
- ✓ **the consulting project** is focused on the scientific knowledge and methods application to the practical significant problem solution related to the specific conditions of the external and internal environment. The purpose of this work is to develop a strategy or plan to solve the enterprise's problem. In the master thesis the object of study's characteristic (the particular company) is given; the diagnostics of a problem situation is carried out; the ways of the problem solution are studied; the method of the applied problems' solution is chosen; the results of the solution implementation are provided; the cost-effectiveness is evaluated, as well as the potential application of the obtained results beyond the scope of the problem situation is done, which served as the immediate study object.

2.3. Essentials of Research design and methodology

GQP's research can be used for the purposes of description, explanation, and prediction, all of which make important and valuable contributions to the expansion of what we know. In addition to sharing similar broad goals, scientific research shares certain defining characteristics, including testing hypotheses, careful observation and measurement, systematic evaluation of data, and drawing valid conclusions. The most common types of research—correlational research and experimental research. In correlational research, the goal is to determine whether two or more variables are related. Experimental research involves comparing two groups (the experimental group the control group) on one outcome measure to test some hypothesis regarding causation.

The methodological base of research is characterized by the following elements:

- the relevance of research. Identification of contradictions;
- the research problem;
- the objectives of the research;
- the subject of research;
- the aim and the tasks of the research;
- main and working hypotheses;
- the research method;
- scientific novelty;
- practical significance.

The topic of GQP should be **relevant**. **Relevance** is an importance, priority among other topics and events, compliance with the current state and prospects for the development of science, technology, society. The ability to formulate a research topic and prove its relevance is the first step to successful defense. The **research problem** is a complex theoretical or practical question that requires study and a following solution.

The objectives of the research are formed on the basis of the research aim, they reveal and specify it. The number of the objects cannot be less than three and no more than 5-6, because excessive detailing of the objectives complicates the adequate presentation of materials.

Subject of research is a phenomenon (process) that creates the studied problem situation and exists independently of the researcher. **The research question** is a part of the subject of the research, i.e. significant from the theoretical or practical point of view data, features or aspects of the subject.

The aim of the research is an expected, targeted result, it is a determination of optimal ways of solving problems in the conditions of choosing research methods in the process of preparing the GQP. The aim is formulated based on the title of the work. As a rule, aim of the research has a practice-oriented character and it is not limited by "research", "analysis", "study".

Examples of successful aim formulation:

- Designing of ...;
- Development of ... methods of state regulation;
- Improvement of strategic and operational marketing tools for the dynamic development of the domestic tourism market;
- Substantiation of theoretical issues and suggestion of practical recommendations aimed to developing methods and forms of management of marketing activities in the field of ...

The next step in the scientific method is coming up with a **hypothesis**, which is simply an educated—and testable—guess about the answer to your research question. A hypothesis is often described as an attempt by the researcher to explain the phenomenon of interest. Hypotheses can take various forms, depending on the question being asked and the type of study being conducted. A key feature of all hypotheses is that each must make a prediction. Remember that hypotheses are the researcher's attempt to explain the phenomenon being studied, and that explanation should involve a prediction about the variables being studied. These predictions are then tested by gathering and analyzing data, and the hypotheses can either be supported or refuted on the basis of the data. In their simplest forms, hypotheses are typically phrased as "if-then" statements.

The research method is a set of instruments, a way of obtaining reliable scientific knowledge, practical skills and data in various fields. The scientific method of research is characterized by the following elements:

- empirical approach;
- observations;
- questions;
- hypotheses;
- experiments;

- analyses;
- conclusions;
- replication.

The scientific method is firmly based on the empirical approach. The empirical approach is an evidence-based approach that relies on direct observation and experimentation in the acquisition of new knowledge. In the empirical approach, scientific decisions are made based on the data derived from direct observation and experimentation. It is therefore important to formulate a research question that can be answered through available scientific methods and procedures.

Scientific novelty, depending on the nature of the study can be formulated in different ways. For theoretical works, scientific novelty is determined by describing of what new is introduced into the theory and methodology of the subject under study. For practical-oriented work, scientific novelty is determined by the result that was obtained for the first time, it is confirmed and updated or develops and refines previous scientific concepts and practical achievements.

If there is no scientific novelty in the work, it is necessary to point out the **substantial results** obtained during the research. **Practical significance** should be presented by conclusions about the usefulness of the study and the data obtained during the study, as well as recommendations for their practical use.

Graduation qualification paper should reflect the ability of the student to **independently** collect, systematize the materials of pre-diploma practice and analyze the situation (trends) in this area of public relations or activities.

3. General GQP Structure Requirements

The general GQP structure should include the following parts:

1. Title Page – the first page. The reverse side of the GQP title page must be formatted in accordance to the Appendix 1.
2. Assignment – the second page (Appendix 2).
3. Table of Contents – the 3rd page. Table of Content must be formatted in accordance to the Appendix 3.
4. Abstract.
5. Introduction.
6. Main Body (components: chapters, sub-chapters, etc.).
7. Conclusion.
8. References.
9. Appendices and Annexes (if included).
10. List of Abbreviations (if included).

As the separate files the following should be prepared:

GQP schedule (Appendix 4).

Supervisor's assessment (Appendix 5).

External review (Appendix 6).

Review given by the external expert (not from the FEFU). Review must be formatted in accordance to the Appendix 6.

GQP schedule, advisor opinion and review are not filed, but attached to the work.

Introduction is placed on the next page after the Table of Contents. The word "Introduction" is placed at the top of the page in the middle, beginning with a capital letter. The text of the introduction is not divided into structural elements (items, subparagraphs, etc.). The volume of the introduction should not exceed five pages, you should not include definitions, tables,

graphic material to the introduction, and citations. The introduction has no page number. The introduction should include:

- the relevance of the topic of GQP;
- the formulation of the problem that needs to be addressed and the state of this problem now, with reference to the works of leading experts in this field;
- setting aim and objectives of the study;
- substantiation of the subject and research question;

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- indicate the methods of research;
- description of the research logic;
- degree of development of the chosen problem with indication of scientists who made a significant contribution to the research in the area under the study;
- work structure indicating the number of sources used.

Conclusion (up to 5 pages) reflects the main results of the work. It formulates the degree of achievement of the set research aim. If there was suggested some recommendations then you should place them after the conclusions. Recommendations should be targeted and economically justified. It is preferable to provide materials that support the expected economic effect of the implementation. If the economic effect can not be calculated, then the social, scientific, legal, national and other values of the proposal are indicated.

References used should contain sources of literature and network resources and give an idea of the level of theoretical and practical study of the problem. References includes sources which has footnotes in the GQP. The entries should be categorized and alphabetized. You can sort the entries in different categories, such as: Books, Essay, Newspaper Articles, Interviews, etc. Each source in the list should be numbered as example (fig. 1):

<p>References</p> <ol style="list-style-type: none">1. Kang, M., B. Ruddell, C. Choi, J. Kim. 2017: Identifying CO2 advection on hill slope using information flow, <i>Agricul. For. Meteorol.</i> 232: 265-278.2. Kim, Y., S. Talucder, M. Kang, K. Shim, N. Kang, J. Kim, 2016: Interannual variation in methane emission from an irrigated rice paddy caused by rainfalls during the aeration period, <i>Agric. Ecosys. Environ.</i>, 223: 67-75.
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Figure 1. The Example of References

Appendices and Annexes contain materials that cannot be used in the text due to their volume/size or raw information.

The total volume of master thesis is 100-120 pages of the printed text.

4. General Technical Requirements of GQP

Main technical requirements are following:

- spacing – 1.5;
- font - Times New Roman 14 (it is allowed to use Times New Roman 10-12 in tables);
- alignment justified;
- margins: left - 25-30 mm; right - 10 mm; top and bottom - 20 mm;
- first line of each paragraph is indented.

Pages are numbered from the introduction with Arabic numerals throughout the text. The page number is placed in the middle at the bottom of the sheet without a dot, starting with the introduction, i.e. from page 4 (Introduction).

Headings are used for sections and subsections. Each section should begin with a new page. The section number is printed after a paragraph indent equal to 1.25 cm. The word "chapter" in the headers is not written. The headings of paragraphs are numbered as follows: the first digit is the chapter number, the second one is the paragraph number. The point after the chapter number and paragraph number is not put (fig.2):

<p>1 Instruments for Sustainable Development 1.1 Environmental Tax Reform</p>
--

Fig. 2. The Example of the Section and Subsection Number

Listings in the text are separated by a paragraph indent, but only in the first line. Before each position of the listing put a hyphen (fig. 3):

- | |
|--|
| <p>Planned taxes:</p> <ul style="list-style-type: none"> – tax on pressure-impregnated wood; – tax on cement; – tax on advertising. |
|--|

Fig. 3. The example of listing design

Table 1				
A green tax reform spurs sustainable action				
Phase number	Description	Phase		
Phase 1	Consumers try to economies' with the product, e.g. by turning down the heating, having shorter showers, or leaving out the car trip to the baker's.	Phase 1 practically happens immediately. However, the effect is limited.		
Phase 2	Consumers begin to demand products offering the same service, though with less consumption. E.g. by demanding cars that return higher mileage per liter, or by buying Class A appliances.	Phase 2 is slow in starting up and only ends once e.g. all appliances have been replaced by more energy-efficient ones.		
Phase 3	Manufacturers awake to increasing demand for e.g. energy efficient products and wish to launch a development process towards better appliances in terms of energy, in order to meet customer demands.	Phase 3 runs in tandem with Phase 2, though slightly offset in time. Following a period of perhaps several years Phase 3 will yield considerable results		
Table 2				
Bribe-giver Index in 2013				
		Index		

	Country		Number of respondents	Standard deviation	
	Belgium	8,8	252	2,00	
	Canada	8,8	264	1,80	
	China	6,5	634	3,35	
	Russia	5,9	114	3,66	

Fig. 4. Examples of Tables Design

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When dividing a table into parts, the word "Table", its number and name, is placed only above the first part of the table, and the words "Table continuation" or "End of the table" with the table number are indicated above the other parts. An example of table design is shown in the figure 4.

5. The GQP Preparation Procedure

5.1. The decision to appoint a supervisor is made in the second term of the first academic year. It is necessary to start writing the text of the master's thesis only after the approval of the individual work plan by the supervisor (Appendix 3). The identifying of the subject area of the master thesis is carried out by a master student together with his or her supervisor in the end of the second term. Changing of the research topic is allowed only in the special cases.

5.2. Master's student regularly reports to the supervisor and the head of the master program the research results on the open scientific seminars.

5.3. All master's theses are subject to verification for plagiarism. It is recommended to make all quotations from the original source, but not according to the links in the other works (Appendix 8). Plagiarism is the illegal use of another's work or ideas, copying another individual's or group's ideas and work, copying materials from the internet and other published sources. The quote can be literal or not. All the facts and all numerical data must be accompanied by a reference. All tables and figures must specify the data source. In order to prevent falsification of primary empirical studies, the questionnaires and / or interview scripts should be provided in the Appendix. For the master's thesis the maximum level of borrowing data is 30%. More than 10% of borrowings from the same source based on the results of the verification report are not allowed. The verification procedure is regulated by the clause on the students' graduation papers' verification.

5.4. No later than 30 days before the final defense, the master student must necessarily pass the pre-defense process. For the pre-defense pass the intermediate control form is preparing (Appendix 9).

5.5. The master's thesis is given for reading to the scientific supervisor not later than 20 days before the beginning of the defense procedure. The scientific advisor prepares a detailed written review in the prescribed form (Appendix 6).

5.6. The master's thesis is a subject to mandatory external review. Master's thesis is provided for a reviewer no later than 10 days before the defense process. The reviewer prepares a detailed written review in the prescribed form (Appendix 7).

6. The GQP Defending Procedure

6.1. The defense of the master thesis is made at the open meeting of the State Examination Commission.

6.2. The electronic presentation (Ppt.) is an illustrative material for the speech during the defense process. The presentation is a set of slides revealing the main research content made by the student. The electronic presentation includes (Appendix 10):

- the title page including the topic; information about the student and his scientific Supervisor his academic degree and position; information about the consultant of the thesis - his academic degree and position - 1 slide;
- research motivation, research question, goals, object, subject and methods of research – 2-3 slides;
- theoretical background and Hypotheses (1/?), theoretical model (if it is provided), measures (core/control variables (if it is provided) – 2-4 slides;
- research results (tables, graphs, charts), intended contribution, references, “Thank you!” slide – 4-5 slides.

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The volume of presentation of the thesis is 10-15 slides. Slides must be numbered. Use FEFU sample (Appendix 10). The material used in the report (presentation) should strictly correspond to the thesis content. Additionally, a student should prepare the manipulative material (3 copies at least) which should contain the main stuff of the master thesis.

6.3. The example how to start your speech

Greeting:

1) “Dear experts of the graduation committee, would you allow me to present the graduation thesis of the student (*FULL NAME*) on the topic «*YOUR PAPER’S TITLE*”. The research supervisor is (*regalia, a full name*). The graduation work was carried out at department of Management with support of (if your study was supported by any company, organization, person, etc.)

Greeting – 1 min.

2) General GQP content according to Ppt.

3) In the end of your presentation you might thank your adviser, school department, school, any organization and so on - 1 min and invite the members of the committee for questions.

Remember, you have only *10 minutes* for the whole presentation. Check your time at home in advance.

7. The GQP evaluation

The criteria for the GQP evaluation are following:

- research urgency;
- the paper’s content correlation to its topic, topic completeness;
- the study methods correlation to the research purpose and objectives;
- practical urgency of the research results;
- validity and clarity of conclusions;
- clarity of the paper structure and statement consistency;
- the thesis compliance to the all the requirements;
- quality of the speech (presentation) during the defense process;
- depth and accuracy of the answers to the questions and comments during the defense process.



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Far Eastern Federal University
(FEFU)

SCHOOL OF ECONOMICS AND MANAGEMENT
Department of Management

Student's name

PAPERS'S TITLE

GRADUATION QUALIFICATION THESIS
Educational Master program
38.04.02. "Management"
"International Business and Project Management"

Vladivostok city
20__

Author's signature _____
«__» _____ 201_

Advisor

Signature Name, position
«__» _____ 201_

Reviewer _____
Position _____

Signature, name
Head of the Program _____

Signature Name, position
«__» _____ 201_

Head of the Department _____

Signature Name, position
«__» _____ 201_

APPROVED

/_____/_____
Name Signature

Director of the School of Economics and Management
«__» _____ 201_

_____/_____/_____
Name Signature

Responsible for the export control

«__» _____ 201_

Advisor

(signature) (Surname, name, position)
«__» _____ 201_

Defended with a grade _____

Secretary

Signature Name
«__» _____ 201_

The final qualification thesis materials do not contain data which is under the state secret or export control.



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**SCHOOL OF ECONOMICS AND MANAGEMENT
Department of Management**

Assignment of graduate qualification paper

For the student _____ NAME, GROUP NUMBER _____

1. Topic of the Master Thesis:

2. Purpose and goals of the Master Thesis:

3. Deadline for submitting the Master Thesis with supporting documents to the
_program office: « _ » _____ 20 ____

4. List of issues to be developed and presented in the Master Thesis:

5. Consultants on cross-border issues: (with indication of the relevant sections of the work):

(only if they are, in case of absence write dash)

« ___ » _____ 20 ___

Research Supervisor academic degree, academic position:

(name, surname)

(signature)

Student _____

(name, surname)

(signature)

Appendix 3
Table of Contents Example

Abstract.....

INTRODUCTION.....

1. CHAPTER TITLE.....

1.1 Paragraph title.....

...

2. CHAPTER TITLE.....

2.1 Paragraph title.....

...

CONCLUSION.....

REFERENCES.....

Appendix 1.
Appendix title.....

Appendix 2.
Appendix title.....

...

Page numbers

Appendix 4
Example of GQP Schedule
Preparation and Composition

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SCHOOL OF ECONOMICS AND MANAGEMENT
Department of Management

SCHEDULE
of the graduation qualification paper
preparation and composition

For the student: *FULL NAME* group: _____,
TITLE: _____ *YOUR PAPER'S*

№	Activity performed	Deadline	Grade
1.	Topic choice and approval		
2.	Bibliography compilation		
3.	Table of contents preparation and approval		
4.	Development and submission to academic adviser of: chapter 1 chapter 2 chapter 3		
5.	Presentation of GQP study introduction, literature review, research methodology, findings and analysis to academic adviser and acquisition of her approval		
6.	Follow-on revision according to academic adviser's comments		
7.	Academic adviser opinion and pre-defense of GQP at the Department's meeting		
8.	Follow-on revision according to pre-defense comments, final formation		
9.	GQP submission for review		
10.	Review acquisition and GQP submission to the Department of Management		
11.	Final preparation for the defense (speech, Power Point presentation)		
12.	Defense process	__ of July, 201__	

Student _____ (signature) _____ (Name, Last name)
«__» _____ 201__

Academic adviser _____ (signature) _____ (Full name, position)



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SCHOOL OF ECONOMICS AND MANAGEMENT
Department of Management

MASTER THESIS ASSESSMENT

Student's Name: _____

Topic: _____

Grade:

- Importance of analysis and research;
- Coverage of the subject;
- Structure (introduction, objective, conclusion, references, appendix, table of abbreviations, appropriate balance of chapters etc.);
- Professionalism of the fulfillment (differentiation and precision of the thoughts, capacity of synthesis and analysis, clear and convincing argumentation, were some important aspects missing(?), were the right theories applied(?));
- Theoretical contribution (independence and quality of conclusions, interesting ideas);
- Practical value of conducted research;
- Formal aspects (quality of the references, quality of citation, correct spelling and grammar, absence of redundancies, observing deadlines).

1st supervisor

(academic degree, academic rank, name, surname) (signature)



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SCHOOL OF ECONOMICS AND MANAGEMENT
Department of Management

REVIEW
of the graduate qualification paper

for the student

(Last name, Name)

group M _____

field of study 38.04.02 "Management"

Master's Degree Program

"International Business and Project Management"

Academic adviser _____

(academic degree, Name, Last name)

(PAPER'S TITLE)

1. GQP timeliness, its scientific and empirical significance, compliance with assignment:

The GQP under consideration is devoted to the problem of This problem has scientific significance and was a subject of consideration in many papers. In contrast to known works which dealt with Present work is concentrated on the problem of known method.....

The project is developed for The empirical significance of proposed GQP is that the realization of this project makes possible to

GQP advantages:
GQP shortcomings:

The structure of GQP is not well organized and can be improved.

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2. GQP suitability for the use in academic process, for publication etc.

Present GQP can be used as the base for preparing conference or journal paper.

3. General conclusion

The mentioned above drawback is not of principle. The given work may be considered as the master dissertation corresponding to the field of study: Management, International Business and Project Management.

Grade _____

GQP Reviewer _____
(position, academic degree) (signature) (Full name)

« ____ » _____ 201 ____

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Appendix 7
Non-Plagiarism Declaration Form Example
(in the Russian and English)



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**SCHOOL OF ECONOMICS AND MANAGEMENT
Department of Management**

NON-PLAGIARISM DECLARATION FORM

I, (full name), the 2nd year master student of (the program)
declare that the rules of professional ethics, which don't allow the existence of plagiarism,
falsification and false quoting, have been met in my final qualification work on the topic
« _____ »,

handed over to the State examination commission for the public defense.

All direct citations from printed and electronic sources as well as from candidate and doctoral
dissertations and other papers defended earlier have appropriate references.

I'm familiar with Provisions on plagiarism checking of students' final qualification works being
in force in Saint-Petersburg State University of Economics, according to which the final
qualification work is not allowed for the defense if plagiarism is detected and / or falsification
attempted.

Date _____ 201__

Academic adviser _____
(academic degree, Name, Last name)

Signature _____

Appendix 8
GQP Intermediate control
Form Example

INTERMEDIATE CONTROL
OF THE MASTER THESIS RESEARCH







Student's name	
Supervisor	
Topic in English	
Topic in Russian	
Research aim	
Main research literature sources (approximately 5)	
Main sources of empirical data, research	
Research methods	
Theoretical contribution	
Practical contribution	







Date _____ 201__

Academic adviser _____
(academic degree, Name, Last name)

Signature _____

Appendix 10
Example of GQP electronic presentation

 <p>TITLE OF GQP</p> <p>Master Program International Business and Project Management</p> <p>Student's name Advisor's name +position</p> <p>July, 2, 2018</p>	 <p>Research Motivation</p> <ul style="list-style-type: none"> • № 2
 <p>Research question and problem</p> <ul style="list-style-type: none"> • № 3 	 <p>Theoretical Background and Hypotheses</p> <ul style="list-style-type: none"> • № 4
 <p>Objectives and subject of research</p> <ul style="list-style-type: none"> • № 5 	 <p>Aim and Tasks of Research</p> <ul style="list-style-type: none"> • № 6

 <p>Measures</p> <ul style="list-style-type: none"> • № 7 	 <p>Theoretical model</p> <ul style="list-style-type: none"> • № 8
 <p>Results</p> <ul style="list-style-type: none"> • № 9 	 <p>Conclusion</p> <ul style="list-style-type: none"> • № 10
 <p>Intended contribution</p> <ul style="list-style-type: none"> • № 11 	 <p>Thank you!</p> <p>Q/A</p>