

## **2.3 Professional internship**

### **2.3.1 Goals, objectives and the EPT prerequisites**

#### **Place of the Course in the Program Structure:**

The professional internship is an integral element of the program during which the students learn to apply knowledge obtained during lectures and research seminars. This course is a core part of the M.Sc. program “Applied Social Psychology”. The internship lasts 4 weeks and amounts to 6 credits for each year (12 credits in total).

The internship is based on the knowledge gained in the framework of several courses included in the Master's Program:

A) Theory and Methodology of Modern Psychology is a general research course that builds on the previously learned general theories within the courses general psychology, social psychology, experimental psychology.

B) Quantitative and Qualitative Research Methods in Psychology is a general research course that reviews the basic steps of the research process and provides students with training in basic research skills.

C) Cross-cultural Psychology is a compulsory course taught at the M.Sc. program “Applied Social Psychology”. The course provides basic training in cross-cultural psychology and reviews various approaches regarding psychological measurements in different cultural contexts.

#### **Learning Objectives in the first year**

The internship aims to work on psychological measurements taken during a psychological research study and to provide students with the experience necessary to conduct their own research.

#### **Learning Objectives in the second year**

The professional Internship aims to review the key integral steps taken during a psychological research study and to provide students with the knowledge and competencies necessary to conduct a research. These aims are designed to stimulate students’ research for the Master’s thesis and HSE research activities. Students are expected to work on focused projects with direct relevance to their chosen field of research.

#### **Goals:**

##### **In the first year**

Practice to implement the skills of selecting and adapting of the measurement instruments for future research.

During the length of the course the 1st year students will:

- select measures relevant to chosen constructs;
- adopt (if needed) and approbate the selected measures;
- prepare a written report in English.

##### **In the second year**

The aim of the professional internship is to implement the skills of data gathering and statistical analysis of data for quantitative research (with the use of statistical packages, e.g. SPSS, AMOS, R, Mplus) or qualitative research.

During the length of the course the 2nd year students will:

- develop skills for theoretical analysis in the field of social and cross-cultural psychology;
- learn to implement in practice the knowledge of research design and methods in their own psychological research;
- develop skills to conduct surveys and data processing;

- test their research hypotheses;
- prepare and finalize their master theses.

### **Prerequisites**

Students are expected to be skilled in basic statistics and research methods at graduate level.

Students are expected to have analytical skills in working with theoretical and empirical data, have experience in writing reviews on a given topic, and are able to plan and carry out their own research.

### **2.3.2 Milestones**

#### **In the first year**

All internship results are uploaded by students to the VLIS. One week before the start of the internship, the students have to 1) make the planning of the research: select one (or more) target psychological construct(s) and measures. At the end of the internship, students prepare their reports (Appendix 3). The internship plan and the internship report have to be consistent with each other.

The deadline for the report and accompanying documents is announced by the internship supervisor by mail during the 1st week of internship.

#### **In the second year**

One week before the start of the internship, the students have to 1) prepare an individual internship plan based on the time-table for internship (Appendix 4). 2) Supervisor should approve the internship plan during the 1st week of internship 3) send the plan which was approved) by the supervisor to the internship supervisor during the 1st week of internship. At the end of the practice, students prepare their reports, which their supervisors need to grade and sign. The internship plan and the internship report have to be consistent with each other.

The deadline for the report and accompanying documents is announced by the internship supervisor by mail during the 1st week of internship.

### **2.3.3. Special aspects and arrangements**

The professional internship takes place at the Center for Socio-Cultural Research HSE, Room 602, Myasnitskaya str. 20; office hours: Tuesday 14.00-18.30, Thursday 14.00-18.30. Internship supervisor 1st year student's is Dmitry Grigoryev, (PhD), e-mail: dgrigoryev@hse.ru. Internship supervisor 2nd year student's is Maria Efremova (PhD), e-mail: mefremova@hse.ru.

The content of professional internship for 1st year is presented in the table below:

Course Units	Coursework (on your own)
1. Planning of the research: select one (or more) target psychological construct(s) and measures.	20
2. Preparation of questionnaires (including interview guides, etc.)	60
3. Data collection and preparation for the analysis	70
4. Data analysis	60
5. Report of the results in APA	18
<b>Total time</b>	<b>228</b>

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The content of professional internship for 2nd year is presented in the table below

Course Units	Self-Studying
1. Editing the theoretical background section	30
2. Achieving consistency between the aims of research, research questions, hypotheses and methods of the study	30
3. Testing of main research hypotheses: data analysis	130
4. Report of the results in APA	38
Total time	228

### 2.3.4. Assessment and reporting procedures

#### **In the first year**

The final grade is a combined evaluation of all the research stages in the written internship report. During the internship, 1st-year students prepare a report of the study within 5-6 pages (which can be found in Appendix 3). The report should be approved by academic (master thesis) supervisors of students, and then be uploaded in the VLIS before the final deadline.

#### *Evaluation and Grading*

The examination is carried out in the form of an assessment of reporting documentation.

The preparation of the final report takes on two stages. On the first step, students receive approval from their academic (master thesis) supervisors on the psychological construct to use. Then before the first deadline students upload in the VLIS a name of the psychological construct, a list of items, and paper references to the initial assessment. This is an intermediate attestation. In the second step, students prepare the final report according to Appendix 3 and upload it in the VLIS before the final deadline.

In case of academic debt, students can retake the professional internship before the retaking deadline, which is set by the Study office. A retake leads to a downgrade in the final grade.

The final grade is a combined grade based on these two steps.

**Grade = 0.1\*approval + 0.9\*final report.**

#### **In the second year**

The final grade is a combined assessment of all stages of the study previously presented in an individual plan (Appendix 4) and in a written internship report. After the internship, students prepare a report of the study (2-3 pages) (can be found in Appendix 5) and a document reflecting the declared type of work. It is the text of a dissertation, revised during internship, with the following parts: theoretical section, method, data processing, preliminary results. These both documents should be approved by the internship supervisor and submitted in an electronic version.

#### *Evaluation and Grading*

The examination is carried out in the form of an assessment of reporting documentation. The evaluation of professional internship report takes in two stages. On the first step, student prepare an individual internship plan and send it to the internship supervisor. On the second stage, students submit a practice report to the scientific supervisor. Grading of the revised dissertation is carried out in accordance with the criteria (see Appendix 6). Academic supervisor evaluates the student's progress by indicating the percentage of completion for every research stage (from 0% to 100%), and then giving the final mark on 1-to-10 scale. This is an intermediate attestation. For

the final evaluation students send the text of the report approval by the scientific supervisor and the revising version the text of the dissertation.

The final grade is a combined grade based on these two steps, taking into consideration the assessments for all stages.

**Grade = 0.1\*plan+0.5 \*report + 0.4 text of term paper.**

### **2.3.5. Resources**

- Personal computer or facilities of the University, in particular, computer classes
- Microsoft Word program,
- Statistical software, which is free (e.g., jamovi, JASP) or available in HSE computer labs (e.g., SPSS, SPSS Amos)
- Availability of wireless Internet access via Wi-Fi.
- [HSE Library e-resources](#)

### **2.3.6. Special arrangements for completing the EPT assignments with regard to any restrictions or other measures.**

Under the conditions of restrictive measures, all contacts with the scientific supervisor, reviewers, members of the examination committee are carried out remotely. Other than that internship should be completed in accordance with the existing requirements.

### **2.3.7. Other materials and supplementary information.**

When passing professional internship, the following literature is recommended for use:

#### **Course Literature**

Matsumoto, D. and van de Vijver, F.J.R. (eds.) (2010) *Cross-Cultural Research Methods in Psychology*. Cambridge: Cambridge University Press

#### **Recommended reading:**

APA (2010). *Publication Manual of the American Psychological Association*. 6th Ed. Washington, DC: APA.

Bentler P.M. Comparative fit indexes in structural models. *Psychological Bulletin*, 1990, March, 107(2), 238-246. Online (<https://escholarship.org/uc/item/2mk8r49v>)

Bown T.A (2006). *Confirmatory Factor Analysis for Applied Research*. Guilford press.

Byrne, B. M. (2010). *Structural equation modeling with AMOS: Basic concepts, applications, and programming*. 2nd Edition. Routledge Taylor & Francis Group.

International Test Commission. (2016). *The ITC Guidelines for Translating and Adapting Tests* (Second edition). [[www.InTestCom.org](http://www.InTestCom.org)]

Kurzban Ch. (Sep 2, 2014) World values lost in translation. *Washington post*. Retrieved from <http://www.washingtonpost.com/blogs/monkey-cage/wp/2014/09/02/world-values-lost-in-translation/> on 04.12.2014

**Template Form and Structure of a Report on an Element of Practical Training (EPT)<sup>1</sup>,  
Completed by Students via LMS at HSE University**

National Research University Higher School of Economics

Faculty\_\_\_\_\_

\_\_\_\_\_  
(EP name)

\_\_\_\_\_  
(level of education)

\_\_\_\_\_  
(field of study/qualification, if any)

**REPORT**

**on a professional / project / research internship**  
(specify the type of internship)

\_\_\_\_\_  
(type of internship (the EPT title<sup>2</sup>))

\_\_\_\_\_  
(for projects, the project title)

Completed by\_\_\_\_\_

\_\_\_\_\_  
(full name)

\_\_\_\_\_  
(signature)

**Reviewed by:**

\_\_\_\_\_  
(position, full name of EPT supervisor)

\_\_\_\_\_  
(signature)

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

**Structure of the project report<sup>3</sup>**

1. Contents

2. General description of the project:

- Project initiator, client, and supervisor;
- Project type (*research, applied, service-based*);

<sup>1</sup> For practical training element completed as a project or professional internship. The text of a term paper/thesis shall be formatted as per the annex hereto: "Procedures for Formatting Term Papers and Theses at HSE University".

<sup>2</sup> An EPT refers to element of practical training under an educational programme's curriculum.

<sup>3</sup> Paragraphs provided in the report on an optional basis should be marked with an asterisk \*.

- Place of project implementation (name of the organization, subdivision / other).

3. Main part:

3.1 Description of the project's implementation;

3.2 Description of project outcomes (product);

3.3 Description of methods and technologies applied during the project;

3.4 Description of student's role in a project team (*mandatory for a group project*)\*;

3.5 Description of any discrepancies and difficulties during project implementation\*.

4. Conclusion (assessment of project's individual results, as well as acquired competencies).

5. Project outcomes (e.g., *texts, photographs, references and other materials*)<sup>4</sup>

6. Annexes (*if necessary: presentations for the project defence, diagrams, designs, tables, algorithms, illustrations, reviews, etc.*)\*.

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<sup>4</sup> With the exception of cases when outcomes cannot be published for reasons of confidentiality or due to provisions of commercial secrecy.

**RESEARCH PRACTICE REPORT for 1st year students**

Student: \_\_\_\_\_

Academic supervisor: \_\_\_\_\_

Internship supervisor: \_\_\_\_\_

Date: \_\_\_\_\_

**Target Construct**

What kind of psychological construct are you going to measure?

**Brief Literature Review**

A few words about this psychological construct:

- 1) Within the framework of what theory is this psychological construct used?
- 2) How did this psychological construct arise?
- 3) What measures for this psychological construct are there?
- 4) How and when were developed the measures?
- 5) Which one did you choose and why?

**Method****Participants**

What was your sample size? Sociodemographic characteristics of your sample, e.g., average age (mean ( $M$ ) and standard deviation ( $SD$ ), min. and max.), sex/gender distribution (percentage and/or number of males/men and females/women), education, length of stay in the country if you ask immigrants (mean and standard deviation, min. and max.), income, students status (students or not?), religion, etc. Make sure that discussed with your academic supervisor what sociodemographic characteristic are relevant to your case before you start to collect data.

**Procedure**

How did you get your data? Participant instructions, ethical approvals, etc. Also, description of translation and adaptation procedures of the measure if you translated items. How did you determine the required sample size? (e.g., power analysis). Why and what additional measures did you choose to establish convergent and discriminant validity of your measure? Any other preparatory stages.

**Measures**

What measures were included in your questionnaire? Provide a sample of the items, which response scale was used (e.g., 5-point Likert scale, 7-point Likert scale, yes-no, etc.), reliability indicators (e.g., Cronbach's alpha, omega, etc.) and/or fit indices of the measurement model (e.g., chi-square statistics, CFI, RMSEA, SRMR, etc.) and/or convergent and discriminant validity indicators for the measure of the target construct by the article from which you took this measure.

### **Data Analysis**

The strategy of your data analysis, what stages and for what.

### **Results**

Describe the results of your statistical analysis. Check on normality: graphical (Q-Q plot and histogram) and statistics (Shapiro-Wilk test). Factor structure: CFA/EFA (e.g., estimator/extraction and rotation type, factor loadings, and model fit). Reliability: internal consistency (e.g., Cronbach's alpha or omega, etc.). Convergent and discriminant validity. Correlation matrix. The relationship with sociodemographic characteristics (e.g., ANOVA, *t*-test, correlations, etc.). Optional: DIF, MDS, network analysis or something else.

### **Discussion**

Compare your results and results by the article from which you took this measure. Strengths and weaknesses of this measure. For example, if you were unable to reproduce the original factor structure of the measure, then provide an explanation of why this could have happened.

### **Conclusions**

Conclusions about the work done.

### **References**

Your references list according to the APA standards.

**Tables.** Tables with your results that format according to the APA standards.

**Figures.** e.g., Q-Q plot, histograms, CFA models.

**Syntax.** SPSS, R, jamovi, Mplus syntax (screenshot of an initial model if AMOS).

**Output.** Screenshots or cypasta of an output of a statistical package.

**Questionnaire.** Screenshots or copy pasta how your questionnaire looked.



## Plan of professional internship based on time-table for internship

Internship plan		Completion of the stage	Content
1	Achieving consistency between the aims of research, research questions, hypotheses and methods of the study	1 <sup>st</sup> week	Describe what you will edit in your thesis to achieve consistency
2	Editing the theoretical background section	1 <sup>st</sup> week	Describe what will be added and changed in this section
3	Preparation of questionnaires - additional adjustment of questionnaires	2 <sup>rd</sup> week	Describe the pretest and pretesting stages that you have to complete during internship
4	Data collection (final stage)	2 <sup>rd</sup> week	Describe whether you need to collect data in order to complete data collection, clarify specifically
5	Testing of main research hypotheses: data analysis	3 <sup>rd</sup> - week	Describe the data analysis steps you need to complete to test hypotheses and research questions

6	Report of the results <i>in APA</i>	4 <sup>th</sup> week	Describe what preliminary results you expect to receive over this period (for example, make a comparative analysis of constructs, identify the relationship between construct A and construct B).
	Total time	4 weeks	

**RESEARCH PRACTICE REPORT for 2nd year students**

Topic of the work: \_\_\_\_\_

Practice held at: Center for Socio-Cultural Research, HSE

Period: \_\_\_\_\_

Supervisor \_\_\_\_\_

No	Research stage	Progress (%)		Supervisor's comment on progress
	Theoretical background section editing		Describe what have you edited in the thesis, work with text	
	Instruments' pretesting		Describe the pretest and pretesting stages that you have completed during practice	
	Measures		Describe which scales and measures are included in your final questionnaire	
	Data collection		Describe data that you collected, have you completed data collection	
	Preliminary data analysis		Describe which stages of data analysis have you completed	
	Results		Describe what preliminary results you managed to get during this period.	

Final grade: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Internship supervisor \_\_\_\_\_

### **Criteria for 2nd year term paper assessment in the framework of internship**

- Achieving consistency between the aims of research, research questions, hypotheses and methods of the study.
- All the elements of the chosen research problem should be introduced and explained in the theoretical and/or methodological sections and practical contexts (provide a rationale for choosing a particular theory/approach given among the many that exist investigating the topic).

#### Theoretical chapter

- Editing the theoretical background section: chapters should be logically ordered; the literature should be sufficient in terms of number and relevance of references; all of the key concepts should be clearly defined; the literature should be integrated and critically described; concise but complete evidence should be provided for the hypotheses.

#### Design section

- Study method: the sample, the instrument(s), and procedure are concisely, clearly and completely described. Pre-test of instrument(s) (if it was carried out).
- Data collection (final stage) - describe the data collection and the total number of participants
- Data analysis: descriptive statistics, analysis for testing of main research hypotheses

#### Results

- The results from data analysis. This chapter does not include discussing of your findings.
- All results concerning the research problem that are part of the empiric verification of the hypothesis must be shown.

#### *Formal requirements*

#### References

#### *APA style*