



SYLLABUS "LEGAL SUPPORT OF PROFESSIONAL ACTIVITY"

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Department responsible for the course or equivalent: Institute of Management in Economic, Ecological and Social Systems; Department of Sociology, History & Political Sciences

Semester when the course unit is delivered: 3rd

Level of course unit: Bachelor level

ECTS credits: 5

ADMISSION REQUIREMENTS

Applicants are not expected to have completed any courses.

COURSE OBJECTIVES (AIMS)

- to develop students' skills, abilities and competencies that allow them to correctly navigate the current legislation;
- to give students the necessary knowledge in the field of legal regulation of basic types of legal relations in the legal system of the Russian Federation;
- on the basis of a systematic approach to form a holistic view of the structure and types of ways to ensure obligations, protect civil rights and perform duties;
- to instill skills and abilities for the adequate interpretation and correct application of legal norms;
- to train specialists who are able to carry out law enforcement activities in the field of professional competence;
- to develop the ability to provide legal and other assistance.

COURSE CONTENTS

Topic 1. Introduction to the course. Basic provisions of legal theory

- The subject, purpose, objectives, and structure of the course;
- Review of literature and sources for the course;
- Terms and problems. State: concept, signs;
- Classification of state functions. Mechanism of the state;
- Forms of government. Structural elements of the state;
- Concept and features of the legal state. Problems and ways of forming a legal state in Russia.



Topic 2. Fundamentals of constitutional law

- The concept and essence of the Constitution of the Russian Federation as the basic law of the state;
- Fundamentals of the constitutional system of the Russian Federation;
- Basic human and civil rights, freedoms and duties;
- Federal structure of Russia. Constitutional and legal status of the Russian Federation and its subjects;
- Legislative authorities in the Russian Federation;
- Executive authorities in the Russian Federation;
- Judicial authorities in the Russian Federation.

Topic 3. Fundamentals of civil and family law

- Civil law: concept, subject and method of legal regulation;
- Principles of civil law. Characteristics of civil legislation;
- Civil law relations: concept and types;
- The subject of civil legal relations. Citizens as subjects of civil legal relations, means of individualization of citizens;
- Civil law obligations: the concept, the execution;
- Ways to ensure obligations;
- Civil contracts: concept, features, content, classification;
- Basic provisions of family law;
- The right of inheritance and its main categories.

Topic 4. Fundamentals of administrative and labor law

- The concept, types and meaning of social security and protection;
- The range of relations regulated by administrative law;
- Administrative responsibility: concept and specifics;
- Labor law: the concept and scope of legal regulation;
- Employment agreement (contract). Its terms and conditions, as well as the procedure for concluding and terminating an employment contract;
- Rights and obligations of the employee;
- Rights and obligations of the employer;
- Working conditions. Working time and rest time;
- The concept, types and meaning of social security and protection.

Topic 5. Fundamentals of criminal law. Legal basis for information protection

- Criminal liability: the concept and specifics;
- Crime: concept, features, categories;
- Concept, goals and types of criminal penalties;



- Information and its types. Open and classified (restricted) information;
- The types of classified information;
- State secret and responsibility for its disclosure.

LEARNING OUTCOMES

Knowledge:

- the main ways and means of independent search, analysis and use of regulatory and legal documents with the involvement of search and information and advice systems;
- the procedure for documenting decisions in the management of operational (production) activities of an organization when implementing innovations;
- basic ways and means of finding organizational and managerial decisions based on a set of applicable legal acts.

Skills:

- independently obtain and analyze normative legal acts, taking into account the understanding of the legal system and the system of legislation of the Russian Federation;
- Implement technological and other innovations or organizational changes with an understanding of the consequences for the organization as a whole;
- correctly make organizational and managerial decisions and bear responsibility for them within their competence, taking into account the impact of decisions on the organization.

Learning Outcomes:

- the basics of legal culture of thinking, logic of reasoning, skills of independent receipt, analysis and application of information in the professional subject area;
- documental decisions in the management of operational (production) activities of the organization and assess the consequences of actions taken;
- finding organizational and managerial decisions and analyzing the social significance of the decisions made within the framework of legal regulation of a specific situation.



PLANNED LEARNING ACTIVITIES AND TEACHING METHODS

Each topic lecturing accounts for about 60% of time, students' participation in discussion accounts for 40%. Specifically, the lecturer will invite students to speak during the lecture. At the end of each topic, questions are presented for discussion.

During the seminars, students will have an opportunity to analyze some knowledge processes, to work with open source software for knowledge management and recognize how to deal with linguistic values (as knowledge) by using information technologies.

Comprehensive development of student discipline involves:

- students involvement in problem-based presentation;
- students self-guided reading of the further literature;
- students participation in case studies;
- written essay;
- interview and testing.

ASSESSMENT METHODS AND CRITERIA

Criteria for evaluation:

Interview

- 10 points to the students demonstrating a thorough understanding of the problem comprehensively, consistently, correctly and logically presenting the theoretical material; correctly formulating the definition of 3 questions; completion of a test assignment;
- 7 points to the students demonstrating considerable understanding of the problem, knowledge of the basic theoretical concepts; fairly consistently, correctly and logically presenting the material of 2 questions; completion of a test assignment;
- 5 points to the students demonstrating considerable understanding of the problem, knowledge of the basic theoretical concepts; fairly consistently, correctly and logically presenting the material of 2 questions; not completion of a test assignment;



- 3 points to the students demonstrating a partial understanding of the problem, a general knowledge of the material being studied by 1 question; not completion of a test assignment;
- 0 points to the students not demonstrating the possession of the conceptual apparatus of the discipline; not answering a single question; not completion of a test assignment.

Case studies

- Evaluation of "passed" is given to the students if the decision is consistent formulated, if there is a deeper problem conceived, if he demonstrates an original approach (innovation, creativity); registered alternatives, if there is the possibility of the result use;
- Assessment of "not passed" is given to the students if the decision does not meet the ideas of modern HRM, is not adequate to HR market; is not sound and doesn't predict difficulties; is not applicable in practice.

Essay

- Assessment of "excellent" (10 points) is given to the student if he introduces a clear thesis or a clear statement of the position consistently settled into a well-organized essay; presents a balanced argument supported with information; raises important questions; analyzing and convincing conclusions; there are no conceptual errors.
- Assessment of "good" (8 points) is given to the students if he introduces basic requirements for the essay, but permit shortcomings. In particular, there are inaccuracies in the presentation of the material; there is no logical sequence in the judgment.
- Evaluation of "satisfactory" (6 points) is given to the students if the essay's topic is disclosed not enough; specific position are not given; information is inaccurate, mechanical errors seriously impedes understanding.
- Evaluation of "unsatisfactory" (less than 6 points) is given to the students if the essay topic does not match, reveals a significant lack of understanding of the problem, arguments are scattered, inconsistent, many dubious or erroneous facts, the text is untidy and hard to read, a lot of grammatical and spelling errors.



COURSE LITERATURE (RECOMMENDED OR REQUIRED)

1. Можаяев Е.Е. Правовые основы профессиональной деятельности [Электронный ресурс]: учебное пособие/ Можаяев Е.Е., Мельникова Л.Б.— Электрон. текстовые данные.— М.: Российский государственный аграрный заочный университет, 2011.— 84 с.— Режим доступа: <http://www.iprbookshop.ru/20663>.— ЭБС «IPRbooks».
2. Буйленко В.Ф. Основы профессиональной деятельности в экотуризме [Электронный ресурс]: учебное пособие/ Буйленко В.Ф.— Электрон. текстовые данные.— Краснодар: Южный институт менеджмента, 2007.— 188 с.— Режим доступа: <http://www.iprbookshop.ru/9586>.— ЭБС «IPRbooks».
3. Сравнительное правоведение. Национальные правовые системы. Том 1. Правовые системы Восточной Европы [Электронный ресурс]/ И.С. Власов [и др.].— Электрон. текстовые данные.— М.: Институт законодательства и сравнительного правоведения при Правительстве Российской Федерации, Контракт, 2013.— 527 с.— Режим доступа: <http://www.iprbookshop.ru/23040>.— ЭБС «IPRbooks».
4. Сравнительное правоведение. Национальные правовые системы. Том 2. Правовые системы Западной Европы [Электронный ресурс]/ Г.Н. Андреева [и др.].— Электрон. текстовые данные.— М.: Институт законодательства и сравнительного правоведения при Правительстве Российской Федерации, Контракт, 2013.— 767 с.— Режим доступа: <http://www.iprbookshop.ru/23041>.— ЭБС «IPRbooks».
5. Аблѣзгова О.В. Правоведение [Электронный ресурс]: учебное пособие/ Аблѣзгова О.В.— Электрон. текстовые данные.— Саратов: Ай Пи Эр Медиа, 2010.— 243 с.— Режим доступа: <http://www.iprbookshop.ru/1150>.— ЭБС «IPRbooks».
6. Закревская О.В. Правоведение [Электронный ресурс]: учебное пособие/ Закревская О.В.— Электрон. текстовые данные.— Саратов: Корпорация «Диполь», 2011.— 329 с.— Режим доступа: <http://www.iprbookshop.ru/1151>.— ЭБС «IPRbooks».
7. Афонина А.В. Правоведение [Электронный ресурс]: учебное пособие/ Афонина А.В.— Электрон. текстовые данные.— Саратов: Ай Пи Эр Медиа, 2009.— 81 с.— Режим доступа: <http://www.iprbookshop.ru/1152>.— ЭБС «IPRbooks».