

**PROCEDURE FOR MASTER'S STUDY PROGRAM OF ANIMAL SCIENCES  
(LIVESTOCK TECHNOLOGY TILL 2018) FOR THE PRACTICE REPORT  
PRESENTATION AND DEFENCE FOR THE SPRING SEMESTER 2020-2021**

**SETTLEMENT PROCEDURES FOR PRACTICE**

1. The final assessment for Practice is made by Practice Assessment Commission formed by the Dean 's decree.

2. The practice reports of the 2nd year students of the Master of Animal Sciences are presented and evaluated in the Microsoft Teams environment in a virtual meeting of the Practice Report Defence Commission. Students by **2021 on May 3, till 12 noon**, submits a **practice report, feedback** on the student's activities during the practice in the Moodle virtual learning environment.

The practice defence will take place on **May 6, 2021 (Thursday) at 8.30 am** in the Microsoft Teams environment in the virtual meeting of the Practice Report Defence Commission, the participation of students defending their practice reports is necessary.

3. Evaluation score of Practice made by commission is determined based on these provisions:

3.1 The Practice report must reflect all the practical work of the student in the practical institution.

3.2 In the Practice report, the student must perform a general or specific analysis of the activities of the Practice Institution.

3.3 The Practice report, student 's oral presentation and answers to the questions are main criteria for student 's Practice assessment.

3.4 Recommended components of a Practice report:

a) title page;

b) introduction (1 pg.);

c) analytical part (up to 20 pg., Times New Roman 12 font);

d) conclusions, remarks, suggestions (1-2 pg.).

4. Practice assessment.

4.1. Practice assessment criteria:

The student 's Practice is evaluated by the Assessment Commission on a ten-point system based on the following criteria:

1. Criteria of professional competence. The Practice Assessment Commission evaluates how the student applied and improved the professional knowledge acquired during the Practice. The Commission, when evaluating the student's Practice, evaluates the quality of the analysis of the general structure and functions of the Practice Institution or certain areas / aspects of activities provided in the Practice report.

2. Independence criteria. The Practice Assessment Commission evaluates how the student independently performed an analysis of the structure and activities of the Practice Institution.

3. Criteria for activity and initiative. The Practice Assessment Commission evaluates how and to what extent student 's Practice contributed to better functioning of Practice Institution. Also, how well the student got acquainted with the structure and functions of the Practice Institution.

4. Criteria of clarity and completeness. The Practice Assessment Commission considers the clarity and completeness of the structure and presentation of the Practice report when evaluating the Practice.

4.2. Description of practice evaluation:

Perfectly (10 points) - the activities of the institution and the work performed during the

Practice are described in detail and comprehensively in the report, the acquired practical work skills are discussed, the student was proactive and innovative during the Practice:

very good (9 points) - the work performed, acquired practical work skills are discussed in detail in the report. The report contains insignificant technical deficiencies and inaccuracies;

good (8 points) - the student was able to partially apply the acquired theoretical knowledge, provided a detailed and independent report. The report contains certain factual, analytical, technical shortcomings;

middle (7 points) - the report lacks completeness and some issues are not described in sufficient detail. The report contains factual, analytical and technical shortcomings;

satisfactorily (6 points) - the report is incomplete, it has significant material and technical shortcomings. The student was not active during the Practice;

weak (5 points) - the report meets only the minimum requirements, the student has inaccurately fulfilled the instructions of the institution's Practice Supervisor, submitted a nondependent report;

unsatisfactory (4 points) - the student did not comply with the requirements of work discipline, did not fulfil the orders of the Head of the Institution's Practice, submitted a rewritten report.

5. The final evaluation of the practice consists of a report (50%) and the presentation of the report to Power Point (50%). Total points 100.

6. The practice evaluation grade is recorded in an electronic journal.

### **APPEAL OF THE PRACTICE ASSESSMENT**

7. Disagreeing with the assessment of the practice, the student may, within 24 hours (excluding weekends and public holidays), appeal to the dean regarding the assessment of the practice. Appeals are examined by the Appeals Commission of at least three persons formed by the Rector, which not later than within 72 hours from the receipt of the appeal (excluding weekends and public holidays) considers the appeal and presents its conclusions. The Appeals Commission must invite the student who has filed the appeal, the chairman of the internship defence commission and, if necessary, the internship supervisor to the meeting.

### **ENTRY INTO FORCE OF THE PROCEDURE**

8. The procedure for the presentation and defence of the practice of the Master's degree program in Animal Sciences (Livestock Science till 2018) takes effect from the date of its acceptance and is valid only for the spring semester of 2020-2021.