

**Academic programme
component**

**31.05.01 General Medicine
programme**

**Б1.0.12
discipline code**

SYLLABUS

Discipline The Russian Language and Speech Culture

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Clarification

Discipline volume: 2 credit points

1. Discipline (module) training results correlated with the indicators of competencies achievement determined by the educational programme

Competency	Indicators of competency achievement	Discipline (module) training results
<p>УК-4 Can use modern communication technologies (including those available in the foreign languages) for academic and professional interactions</p>	<p>ИД-1УК-4 Uses modern communication technologies to establish and implement academic and professional contacts</p> <p>ИД-2УК-4 Exchanges information orally and in writing in the state language of the Russian Federation for academic and professional interaction</p> <p>ИД-3УК-4 Exchanges information orally and in writing in foreign language(s) for academic and professional interaction</p>	<p>To know: concepts of language, speech, speech culture; features of the literary language; norms of modern Russian literary language; basics of professional ethics and speech culture; basic communicative qualities of speech; features of functional styles and genres of literary speech; general rules of business communication; basic concepts and rules of rhetoric; basic norms of Russian speech etiquette.</p> <p>To be able to: use language units in accordance with the norms of the modern Russian literary language, the basics of professional ethics and speech culture; use the communicative qualities of speech; determine linguistic features and stylistic affiliation of texts; speak publicly; use the formulas of Russian speech etiquette in the process of communication in oral and written forms in Russian and foreign languages to solve problems of interpersonal and intercultural interaction.</p> <p>To have: understanding of the norms of the modern Russian literary language, the basics of professional ethics and speech culture; skills of effective professional communication; use of communicative qualities of speech; skill in composing texts of various functional styles; skills and abilities of public speaking; norms of Russian speech etiquette in the process of communication in oral and written forms in Russian and foreign languages to solve problems of</p>

		interpersonal and intercultural interaction
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2. Discipline (module) contents

Topic 1. Modern Russian standard language

Structural and functional characteristics of the language

Language as a sign system. The origin of language. Natural and constructed languages. Language functions.

National and cultural uniqueness of the Russian language.

The Russian language as the state language of the Russian Federation and a means of interethnic communication. The Russian language as a world language. The Russian language among other languages of the world. Stages of development of the Russian language.

Forms of language existence.

Varieties of the national Russian language. Non-standard variants of the Russian language. Standard language. Trends in the development of the modern Russian language. Language levels and language units. Language and speech. Oral and written speech. Speech communication and its basic units. Optimal communication.

Topic 2. Norms of the Russian standard language

Correct speech and language norms.

Features of the language norm. Three grades of normativity. Types of language norms. Normative dictionaries of the modern Russian standard language.

Orthoepic and accentological norms of the Russian language.

Orthoepic norms of the Russian language. Pronunciation of vowels. Pronunciation of consonants and consonant combinations.

Accentological norms of the Russian language. Stress on nouns. Stress on adjectives and participles. Stress on verbs. Accentological minimum.

Lexical norms of the Russian language.

Polysemy. Synonymy. Antonymy. Homonymy. Paronymy. Lexical compatibility. Lexical redundancy. Lexical deficiency.

Morphological norms of the Russian language.

Noun. Difficulties in using gender forms of nouns. Difficulties in using number forms of nouns. Difficulties in using case forms of a noun.

Adjective. Classes of adjectives. Short and full forms of adjectives. Using degree forms of comparison of adjectives. Use of forms of possessive adjectives.

Pronoun. Difficulties in using pronoun forms. Personal pronouns. Possessive pronouns. Determinative pronouns. Indefinite pronouns. Variant forms of pronouns.

Numeral. Difficulties in using numeral forms. Cardinal numbers. Ordinal numbers. Collective numbers. Verbal and digital designation of numbers. The use of numerals in compound words.

Verb. Difficulties in using verb forms. Variants of personal forms of the verb. Variants of aspect forms.

Syntactic norms of the Russian language.

Word order. Subject-predicate agreement variants. Difficulties of verbal government. Governance in synonymous structures. Complex government cases. Agreement of nouns and

numerals. Homogeneous parts of the sentence. Participial and adverbial phrases. Complex sentences.

Spelling norms of the Russian language.

Spelling algorithms. Difficult spellings.

Punctuation norms of the Russian language.

Basic punctograms.

Topic 3. Communicative characteristics of the speech.

Speech appropriateness. Style appropriateness. Contextual appropriateness. Situational appropriateness. Personal-psychological appropriateness.

Speech richness. Phonetic richness. Word-formative richness. Lexical richness. Active vocabulary. Passive vocabulary. Obsolete words. Historicisms. Archaisms. Groups of words based on one or another semantic relationship: synonyms, antonyms, hyponyms, homonyms, homographs, homophones, homoforms, paronyms, ambiguous words, phraseological units, terms, idioms.

Speech purity. Barbarisms, jargons, professionalisms, clericalisms, dialectisms, filler words.

Speech accuracy. Subject accuracy. Conceptual accuracy. Correct use of paronyms, synonyms, generic and specific concepts, borrowed words. Inaccuracy of word usage, sentence incompleteness.

Speech logic. Laws of formal logic. Law of identity. Law of (non)contradiction. Law of excluded middle. Principle of sufficient reason. Basic logical errors. Statement of mutually exclusivity. Topic shifting. Comparison (contrast) of logically heterogeneous concepts. Incorrect determination of cause-and-effect relationships. Incorrect word order. Violation of logical connections between parts of a sentence.

Speech comprehensibility. Language barriers to understanding.

Speech expressiveness. Means of expression. Direct and figurative meanings of the word. Visual and expressive means of language: tropes and figures. Proverbs, sayings. Phraseologisms. Catchphrases.

Topic 4. Styles of the Russian standard language.

Functional and stylistic differentiation of the Russian standard language. Functional styles of the Russian language. Substyles and genres of functional styles.

Scientific style of the Russian literary language.

Main features of the scientific style.

Linguistic features of scientific speech. Lexical features of scientific speech. Term. Word formation features of scientific speech. Morphological features of scientific style. Syntactic features of scientific style.

Principles of constructing a scientific text. Methods of presentation in a scientific style (functional and semantic types of speech). Paragraph structure in scientific text. Compositional principles of scientific text.

Genres of scientific text. Note-taking. Highlighting key ideas. Annotation. Language clichés for annotating and summarizing. Abstract. Types of abstracts. Term papers and theses.

Formal style of the Russian standard language.

Main features of formal style.

Linguistic features of formal style. Lexical features. Morphological and syntactic features. International properties of Russian formal writing.

Techniques for unifying the language of official documents. Choosing a language model depending on the purpose. Selecting a language model depending on the document type.

Classification of documents.

Types of documents. Document language. Management documents. Language of organizational and administrative documents. Language of information and reference and reference and analytical documents. Language of instructional and methodological documents. Agreement and power of attorney. Business letters. Rules for document preparation.

Journalistic style of the Russian standard language.

Main features of journalistic style.

Genres of journalistic style. Information note. Reportage. Feature article. Interview. Correspondence. Advertisement. Advertising article. Public speech.

Use of linguistic means in a journalistic style.

Colloquial style of the Russian literary language.

Main features of colloquial style.

Genres of colloquial style. Friendly conversation. Private conversation. Story. Offer. Confession. Dispute. Comment. Advice. Note. Private letter. Private diary.

Topic 5. Rhetoric

Rhetoric as a subject of study.

Definition of rhetoric. Types and types of oratory. The main stages of the development of rhetoric.

Composition of the speech process.

Rhetorical model of speech text creation. Rhetorical canon. Invention.

The intent of the speech: subject, topic, purpose of the speech. Audience analysis. Thesis of the speech. Development of the topic and thesis of the speech. Arguments and their classification. Location (disposition). Composition of the text. Types of plans. Method of presentation. Argumentation in the main part of a persuasive speech. Expression (elocution). Speech editing. Memorization (memorio).

Interaction with the audience.

Pronunciation (action). Audience shock. Start of the performance. Visual contact with the audience. Voice influence. Speaker's gestures. Attracting the attention of listeners. Organization of the performance. Speech regulations.

Speech analysis (reflection).

Topic 6. Basics of business communication.

Business rhetoric as a scientific subject.

Object, subject, purposes and objectives of business rhetoric. Practical significance of business communication. Factors contributing to harmonious interaction in the business sphere. Means and methods of influence in business communication. Effective speech influence. Office communication and its features. Integrity in form and substance. Communication Code of Business Communication. Speech conflicts in the business sphere. Conflict situation, incident, conflict. Conflict resolution. The art of business compromises.

Business conversation as a genre of business communication.

Specifics of business conversation. Linguistic aspect of business communication. Principles of the "communicator-communicant" relationship. Types and types of questions in a business conversation, rules for working with questions. Active listening techniques.

Ethical and social aspects of business communication.

Principles of communication etiquette. Norms of cultural behavior. Speech etiquette situations. The role of pronouns in communication.

Types of business communication (conversation, meeting, negotiations, presentation, telephone conversation). Business conversations. Negotiation. Types of joint solutions in negotiations (compromise solution, asymmetric solution, fundamentally new solution). Business meeting. Problem-based, instructive and operational meetings. Typical models of discussion participants. Business style of communication.

Telephone communication and its specifics.

Business telephone conversation. Specifics of conducting telephone conversations. Structure and content of a business telephone conversation. Preparing for a telephone conversation, negotiations, telephone interview. Telephone ethics. The importance of paralinguistic factors.

3. Training support materials

- multimedia presentations on the discipline are available on MAU LMS Moodle;
- practical training manuals are available on MAU LMS Moodle;
- learning materials are available on MAU official website at [«Информация по образовательным программам, в том числе адаптированным»](#).

4. Discipline assessment materials

Discipline assessment materials is a separate document within the educational programme, it includes:

- a list of competencies indicating the stages of their achievement within the discipline;
- formative assessment tasks;
- interim assessment tasks;
- tasks for internal assessment of education quality.

5. The list of main and supplementary literature (printed sources, electronic textbooks and (or) resources of Digital Library Systems)

Main literature:

1. Russkii yazyk i kul'tura rechi : uchebnik dlya bakalavrov / Ros. gos. ped. un-t im. A. I. Gertsena ; [V. D. Chernyak i dr.] ; pod red. V. D. Chernyak. - 3-e izd., pererab. i dop. - M. : Yurait, 2014. - 505 s. - (Bakalavr. Bazovyi kurs). - Avt. ukaz. na oborote tit. l. - ISBN 978-5-9916-3216-4 [Grif]

2. Nevezhina, N. A. Russkii yazyk i kul'tura rechi : uchebnoe posobie dlya studentov vuzov / N. A. Nevezhina, E. V. Sharokhina, E. B. Mikhailova i dr. – M. : YuNITI-DANA, 2012. - 351 s. – ISBN 5-238-00860-0 [Grif UMTs]. To zhe [Elektronnyi resurs]. – URL: <http://biblioclub.ru/index.php?page=book&id=117759>

3. Russkii yazyk i kul'tura rechi : uchebnik dlya bakalavrov : uchebnik dlya stud. vuzov / pod red. V. I. Maksimova, A. V. Golubevoi. - 3-e izd., pererab. i dop. - M. : Yurait, 2013. - 382 s. - (Bakalavr. Bazovyi kurs). - ISBN 978-5-9916-2533-3 [Grif].

Supplementary literature:

1. Baeva, O. A. Oratorskoe iskusstvo i delovoe obshchenie : uchebnoe posobie / O. A. Baeva. – 3-e izd., ispr. i dop. – M. : Novoe znanie, 2002. – 368 s.

2. Kul'tura russkoi rechi : uchebnik dlya vuzov / Pod red. L. K. Graudina. – M. : Aspekt Press, 2006. – 560 s.

3. Kul'tura yazyka gosudarstvennogo sluzhashchego : spravochnik. – M. : Flinta, Nauka, 2006. – 320 s.

4. Russkii yazyk i kul'tura rechi: Uchebnik / pod red. prof. O.Ya. Goikhmana. – M.: Infrma-M, 2007. – 240 s.

5. Formanovskaya, N. I. Kul'tura obshcheniya i rechevoi etiket. – M., 2002.

6. Professional databases and information reference systems

1) Electronic library system “Lan” <https://e.lanbook.com/>

2) Electronic library system “Yurait” <https://urait.ru/>

3) Electronic library system “University Library Online” <http://biblioclub.ru/>

7. The list of licensed and openly distributed software, including domestic software

1) MS Office;

2) Windows 7 Professional;

3) 7Zip;

4) Adobe Reader;

5) Mozilla FireFox;

6) LibreOffice.org

8. Ensuring mastering the discipline for people with special needs

Students with special needs are provided with printed and (or) electronic educational resources adapted to their needs.

9. The material and technical support of the discipline (module) is presented in the appendix to the academic programme "Material and technical conditions for the implementation of the educational programme" and includes:

- classrooms for conducting training sessions provided for by the specialty programme, fitted with technical equipment;

- spaces for self-study work fitted with computer equipment with the Internet connection and access to MAU LMS Moodle.

It is allowed to replace the equipment with its virtual counterparts.

10. Study load distribution by type of educational activity

Table 1 - Study load distribution

Type of educational activity	The discipline (module) study load distribution by the forms of training	
	Full-time	
	Year / Semester	Total hours
	1/2	
Lectures	16	16
Seminars	28	28
Self-study work	28	28
Total hours on the discipline	72	72
Credit		

Interim and formative assessment

Credit	+	+
Test	1	1

Number of presentation	1	1
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The list of seminars by the forms of training

№	Seminar topics
1	2
	Full-time
1	Topic 1. Modern Russian standard language
2	Topic 2. Norms of the Russian standard language
3	Topic 3. Communicative characteristics of the speech
4	Topic 4. Styles of the Russian standard language
5	Topic 5. Rhetoric
6	Topic 6. Basics of business communication