INFORMATION TECHNOLOGY USAGE FOR TRAINING STUDENTS IN THE FIELD OF STATE AND MUNICIPAL MANAGEMENT

T. Rezer
Ural Federal University (RUSSIAN FEDERATION)

Abstract
The purpose is to determine the features of the use of information technology in the training of students in higher education. The study was conducted at the Ural Federal University named after the first President of Russia B. N. Yeltsin in the direction of training 38.03.04 "State and Municipal Management". Various ways of introduction of information technologies in educational process are analyzed, pedagogical monitoring is carried out, theoretical and search methods of research are used. Positive and negative influence of information technologies on professional training is revealed, and also rational aspects of use of electronic training at the present stage of development of information society are defined.

Keywords: higher school, professional training, information society, e-learning, information technologies.

1 INTRODUCTION
Currently, the study of the using information technology in the educational process of higher education and the introduction of e-learning and distance learning is an important problem for several reasons. First, it is part of the content of the state policy in the field of education. There is the decree of The President of the Russian Federation "On national goals and strategic objectives of the development of the Russian Federation for the period up to 2024", in which the Government of the Russian Federation is instructed to develop a national project in the field of education with the assumption that in 2024 it will be necessary to ensure the solution of several tasks, one of which is the creation of a modern and safe digital educational environment that ensures high quality and accessibility of education of all types and levels [1]. Secondly, the relevance of the problem is confirmed by the need for information and society, and various social institutions. Thus, according to the sociological survey of the Public Opinion Fund (POF) at the end of 2015 in Russia at least 83 million people over 12 years used the Internet every month. It is twice more than those who go online rarely or never use the Internet at all [2]. In order to prepare suggestions to improve the legislation governing the development of the information society in the Russian Federation, in 2012 the Federation Council of the Federal Assembly of the Russian Federation adopted a resolution "On the establishment of the Temporary Commission of the Federation Council for the development of the information society", according to which it was necessary to collect, analyze and summarize information on the conditions, problems and directions of development of information technologies, as well as to monitor the legislation conditions in the Russian Federation in the field of information technology, information systems, technologies and means of their provision, protection of personal data and to study the facts of violation of the rights of individuals and legal entities in this area [3].

The development of socio-economic conditions in the country and social processes contributes to increasing the volume of information and digitalization in different directions. At the same time, the rapid growth of information expands the system of information technologies, which are actively and rapidly implemented in all areas of our lives. Therefore, the traditional system of education in modern higher education institutions can no longer provide full quality training without the use of modern information educational technologies. We believe that it is necessary to clearly distinguish between the understanding of the essence of information technology, which should be considered as a modern tool of communication, and the new means of learning as a new didactic unit of learning, theoretically justified and legally enshrined.

2 METHODOLOGY
‘Informatization’ of education begins at the school level and continues in new forms at other levels of education. The higher school has great opportunities to provide professional training of students
through the use of various forms of education, technical equipment, electronic information databases. According to Article 69 of the Federal Law of 29.12.2012 N 273-FZ “About education in the Russian Federation” the higher education means: providing training of highly qualified personnel in all main directions of socially useful activity according to the needs of society and the state, satisfaction of the needs of the person for intellectual, cultural and moral development, deepening and expansion of education and scientific and pedagogical qualification [4]. The analytical method showed that the professional activity for which graduates are preparing in the direction of training 38.03.04 "State and Municipal Management", according to the requirements of the Federal State Educational Standard the level of Bachelor is distributed in several types: organizational and managerial, information and methodological, project, auxiliary and technological, organizational and regulatory, executive and administrative and communicative. [5] We were interested to answer the question: “Is the use of information technologies effective in the process of training future officials in the formation of general cultural, general professional and professional competencies?”. We used the search method to determine the basic concepts in the field of e-learning and the use of educational electronic technologies, pedagogical monitoring that allowed us to identify problems in training.

3 RESULTS

Let's start with the definition of "e-learning" and consider the information resources and forms of training used in the preparation of students in the direction of 38.03.04 "State and Municipal Management" at the Ural Federal University named after the first President of Russia B. N. Yeltsin at the Institute of Public Administration and Entrepreneurship. E-learning is the organization of educational activities with the use of information contained in databases and used in the implementation of educational programs and providing its processing of information technologies, technical means, as well as information and telecommunication networks that provide the transmission of this information through communication lines, the interaction of students and teachers [6].

We will outline the main ways of implementing e-learning in the process of professional training of students in our case. The student's personal account is at a portal of the Ural Federal University with the help of which a number of online services are available to each student. This portal, which consists of several modules, opens up many opportunities and provides various functions that can be used at home, for example: an overview of information and methodological resources of educational programs, subscription to the electronic library portal, the formation of portfolio, the estimates, the schedule, order the necessary documents and more. As noted by the students themselves, the personal account helps to find the necessary information and interact with teachers quickly. As for the shortcomings, it is possible to cancel the encountered technical problems, for example, in the rating system due to the wide database presented on the portal.

Electronic library systems on the portal are presented in a large size and in the form of various resources. For example, electronic textbooks are the study guides available via the Internet to each subscriber of the library system. The convenience of using the electronic resource can be noted for both the teacher and the student, as the search for the necessary information in the electronic textbook takes less time. It should be noted that access to a wide list of literature is in "one touch" for each student. This form of information technology, according to M.Y. Orlov, has many advantages. His experience with students of 9th grade and 1st year students proves that students were happy with the fact that there was no need to bring paper editions. The result is a positive impact of electronic textbooks on the preparation process and a quick search for the necessary information [7].

The survey among first-year students about the use of online courses in the educational process (training in some disciplines through the Internet at home) showed a double impression of students. The following views were expressed: for example, remote materials and lectures from teachers help to train simultaneously a large number of students at a convenient time for them anywhere, but this method of training, according to most of the students, is suitable for self-study only additional disciplines, and do not affect the formation of professional competencies. The lack of direct contact with the teacher and the impossibility to ask a question during a lecture or a seminar complicate the perception of information. A test evaluation system via the Internet simplifies the passage of the exam, but it is the opinion of the majority of first-year students who are not able to evaluate the knowledge they obtained through online courses objectively. Students consider that a big drawback of online testing is common technical errors, due to which there is an "off-set" from the evaluation program.

Multimedia means is a form of use of information technologies which accompanies practically all process of training students at 38.03.04 "State and Municipal Management". The use of electronic
presentations, video and audio files in lectures and seminars simplifies the perception of information by students, helps to present information more colorfully using illustrative material and specific examples. The positive impact of multi-teacher support of the training process is reflected in the easily accessible exchange of materials between teachers and students for further self-study, it can also be noted that for the students themselves the perception of the lecturer's oral speech becomes easier with the use of visual material on the electronic presentation.

Learning becomes more effective when involving all kinds of sensory perception of the student in a multimedia context, as noted by L. I. Gorbunova and E. A. Subbotina [8]. However, according to M. Y. Orlov, this method of using information technology 'can often become commonplace' [7].

In the article "Information technologies in higher professional education: problems and prospects" by L. S. Labuz, L. N. Mazaeva, the following recommendation is given: optimal training occurs only when the verbal and visual series are provided synchronously [9]. In our opinion, the main task of teachers is to create high-quality multimedia software, which will only complement the fragmentary basic information of the lecture, and not replace it. The presence of oral speech in lectures sharpens students' attention, develops memory and teaches them to highlight the main aspects of the topic.

4 CONCLUSIONS

We have analyzed the main ways of introduction of information technologies in higher education. Such widespread introduction of information technologies leads to changes in the educational process. On the one hand, they lead to the development of cognitive abilities of students, the emergence of great opportunities for the study of additional materials through electronic library systems, provide an opportunity to learn and develop at a convenient time.

On the other hand, the development of value orientations, communication skills with the widespread introduction of information technology is suspended, as indicated by research S. P. Akutina and T. V. Kalinina. Professional education, according to the authors, involves the formation of a system of values and self-consciousness. They identified six qualities of the student's personality that are necessary for successful professional activity: humanity, curiosity, hard work, commitment, cultural level and self-demanding (the desire to improve). It is established that almost all these qualities are poorly developed among first-year students. [10].

The introduction of information technology reduces the amount of time students interact with teachers and increases self-training. The introduction of information technology and online courses completely exclude a live chat with the lecturers. At the Ural Federal University named after the first President of Russia B. N. Yeltsin in the field of training 38.03.04 "State and Municipal Management" first-year students in such disciplines as history, cultural studies, philosophy, which are aimed at the formation of general cultural competencies fully translated into online learning. In our opinion, this environment can have a negative impact on the development of students' values. That coincides with the opinion of S. P. Akutina and T. V. Kalinina, who gave professional recommendations, according to which it is necessary to take measures to develop students' qualities of meaningful strategies through a system of thematic cycles of communication on the hours of communication with the curator of the academic group for the entire period of professional training [10].

Main conclusions:

1 The results of the study showed that even in the process of 'informatization' and digitalization of the educational process, direct contact of teachers with students is important, especially in such disciplines that contribute to the formation of moral qualities of a person, including leadership qualities, communication skills, teamwork skills.

2 Information technology provides quick access to any information, but does not always provide its quality for perception.

3 The use of information technology and e-learning should be reasonable and facilitate learning and access to information, but should not impede the development of social and professional values of future professionals.
REFERENCES


