

## PROCEDURES FOR DEVELOPING AND IMPLEMENTING A “DUAL EDUCATION DIARY” FOR THEIR PRACTICE IN ENTERPRISES WHEN TRAINING ENGINEERS ON THE BASIS OF DUAL EDUCATION

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### ABSTRACT

The article describes the development of a “Dual Education Diary” for the training of engineers on the basis of dual education for their internships at enterprises and the procedures for maintaining it. The procedure for its development each year for educational, production and pre-diploma internships, and its components. It is considered that the Dual Education Diary will help students studying on the basis of dual education to clarify the content of the topics of training sessions held at the enterprise, intensify the educational process, optimize the study periods, and make a significant contribution to the better development of students' personal educational trajectories and professional competencies. Teachers must regularly monitor the detailed recording of the quality of work performed by all students during the internship in the dual education diary, including their grades, work discipline, and competencies developed under the program. After the completion of the training process at the enterprise, teachers review the student's performance during the internship and, based on their recommendations, the student is given a production description. It was determined that the achievements, practical skills and professional competencies of students are recorded in the dual education diary, and on this basis, the dual education diary serves as one of the main documents for issuing production descriptions to students. It was also reported that the developed dual education diary allows students to record information about their internships, laboratory and practical training and other types of work in the dual education diary, and that systematically filling out the dual education diary allows students to pass intermediate control tests and take the final exam. It was reported that the dual education diary is an educational and normative document that reflects the content of the established curriculum when organizing the educational process in enterprises and organizations according to the schedule of the educational process.

**Keywords:** Enterprise, dual education diary, internship, description, mentors, learning process.