

LAUREA UNIVERSITY OF APPLIED SCIENCES
Common and elective studies, Laurea Hyvinkää, LYB13SY
1. year

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080 ELECTIVE LANGUAGE STUDIES, 0 cr

00203 Initial Test in Swedish Skills, 0 cr

Study unit description:

At the beginning of their studies, all students who have English and/or Swedish qualifications on prior certificates required for studies at Laurea, or who have received previous instruction in English and/or Swedish take initial tests in these languages. The initial tests are the same for all fields of study and may only be taken once. Students who transfer between degrees within Laurea do not have to retake the test. The test is used to check the students' starting level before language studies begin. Students who fail the test must take preparatory studies in the language at the start of their studies. Having passed the preparatory studies, students obtain credits for inclusion in elective studies.

00202 Initial Test in English Skills, 0 cr

Study unit description:

At the beginning of their studies, all students who have English and/or Swedish qualifications on prior certificates required for studies at Laurea, or who have received previous instruction in English and/or Swedish take initial tests in these languages. The initial tests are the same for all fields of study and may only be taken once. Students who transfer between degrees within Laurea do not have to retake the test. The test is used to check the students' starting level before language studies begin. Students who fail the test must take preparatory studies in the language at the start of their studies. Having passed the preparatory studies, students obtain credits for inclusion in elective studies.

01257 Preparatory studies in Swedish, 3 cr

The student is able to:

- use the main structures and vocabulary of English comprehensibly, verbally and in writing
- use the main information sources on the English language and improve their ability to learn the language

Contents of the study unit:

- What are the main structures and most important vocabulary of the English language?
- What are the main information sources for English and how are they used?
- How can one improve one's verbal and written ability to learn professional jargon?

Study unit description:

Students improve their verbal and written basic communication skills in English, familiarise themselves with the main information sources for studying English and practise using these. They also improve their skills in learning the language.

Previous studies:

initial test

01258 Preparatory Studies in English, 3 cr

The student is able to:

- use the main structures and vocabulary of English comprehensibly, verbally and in writing
- use the main information sources on the English language and improve their ability to learn the language

Contents of the study unit:

- What are the main structures and most important vocabulary of the English language?
- What are the main information sources for English and how are they used?
- How can one improve one's verbal and written ability to learn professional jargon?

Study unit description:

Students improve their verbal and written basic communication skills in English, familiarise themselves with the main information sources for studying English and practise using these. They also improve their skills in learning the language.

Previous studies:

initial test

01373 Business Russian I, beginner level, 5 cr

The student is able to:

- meeting and escorting guests from Russia during their business travel; organizing business trips;
- participating in various business situations related to the Russian language and the culture of Russia;
- greeting and politely discussing a broad range of topics;
- the ability to type using the Russian keyboard and to look up information in different Russian sources.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

01374 Business Russian I, advanced level, 5 cr

The student is able to:

- meeting and escorting guests from Russia during their business travel; organizing business trips;
- participating in various business situations related to the Russian language and the culture of Russia;
- greeting guests and visitors and politely discussing a broad range of topics;
- the ability to type the using Russian keyboard and to look up information in different Russian sources.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language effectively in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

Previous studies:

Training at advanced level is provided together with beginner level students. However, the content of the course is designed specifically for students with advanced knowledge of the Russian language.

01375 Business Russian I, native speaker level, 5 cr

The student is able to:

- proper and practical use of Russian (both spoken and written) for everyday and professional communication

The training programme is tailored to the individual needs of each student. The course is intended for native speakers of Russian or for students who speak Russian well but have difficulties with written language.

In general, students may study independently, while receiving help from a lecturer. Course tasks include: translation, production of PR materials, planning and implementation of projects, helping Finnish students with

studying Russian, and interpretation of conversations. The action plan for this course has been planned together with Russian-speaking students.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language effectively in daily and professional life

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

01376 Business Russian II, beginner level, 5 cr

The student is able to:

- having simple conversations with clients by phone;
- handling simple business correspondence in Russian by post and email;
- the ability to deal with different situations during business trips;
- the ability to express and justify one's opinion and to discuss a broad range of topics

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

01377 Business Russian II, advanced level, 5 cr

The student is able to:

- making phone conversations with clients in Russian;
- handling business correspondence in Russian by post and email;
- the ability to deal with different situations during business trips;
- the ability to express and justify one's opinion and to discuss a broad range of topics.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language effectively in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students from all specializations, and can be modified depending on the specialization.

Previous studies:

Training at advanced level is provided together with beginner level students. However, the content of the course is designed specifically for students with advanced knowledge of the Russian language.

01378 Business Russian II, native speaker level, 5 cr

The student is able to:

- proper and practical use of Russian (both spoken and written) for everyday and professional communication

The training programme is tailored to the individual needs of each student. The course is intended for native speakers of Russian, or for students who speak Russian well but have difficulties with written language.

In general, students may study independently, while receiving help from a lecturer. Course tasks include: translation, production of PR materials, planning and implementation of projects, helping Finnish students with studying Russian, and interpretation of conversations. The action plan for this course has been planned together with Russian-speaking students.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language effectively in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

01379 Business Russian III, beginner level, 5 cr

The student is able to:

- looking up required information in a broad range of Russian sources;
- conversations in Russian in various simple situations;
- handling business correspondence in Russian, such as letter writing;
- active participation in different discussion topics in Russian.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

01380 Business Russian III, advanced level, 5 cr

The student is able to:

- looking up required information in a broad range of Russian sources;
- having phone conversations in Russian;
- handling business correspondence in Russian, such as letter writing;
- active participation in different discussion topics in Russian

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language effectively in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

Previous studies:

Training at advanced level is provided together with beginner level students. However, the content of the course is designed specifically for students with advanced knowledge of the Russian language.

01381 Business Russian III, native speaker level, 5 cr

The student is able to:

- proper and practical use of Russian (both spoken and written) for everyday and professional communication

The training programme is tailored to the individual needs of each student. The course is intended for native speakers of Russian, or for students who speak Russian well but have difficulties with written language.

In general, students may study independently, while receiving help from a lecturer. Course tasks include: translation, production of PR materials, planning and implementation of projects, helping Finnish students with studying Russian, and interpretation of conversations. The action plan for this course has been planned together with Russian-speaking students.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language effectively in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

01382 Business Russian IV, beginner level, 5 cr

The student is able to:

- having phone conversations in Russian;
- the ability to give presentations on various topics in Russian;
- discussing and writing on topics related to work and everyday life.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related

situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

01383 Business Russian IV, advanced level, 5 cr

The student is able to:

- making phone conversations with clients in Russian;
- the ability to give presentations on various topics in Russian;
- discussing and writing on topics related to work and everyday life

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language effectively in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

Previous studies:

Training at advanced level is provided together with beginner level students. However, the content of the course is designed specifically for students with advanced knowledge of the Russian language.

01384 Business Russian IV, native speaker level, 5 cr

The student is able to:

- proper and practical use of Russian (both spoken and written) for everyday and professional communication

The training programme is tailored to the individual needs of each student. The course is intended for native speakers of Russian, or for students who speak Russian well but have difficulties with written language.

In general, students may study independently, while receiving help from a lecturer. Course tasks include: translation, production of PR materials, planning and implementation of projects, helping Finnish students with studying Russian, and interpretation of conversations. The action plan for this course has been planned together with Russian-speaking students.

Contents of the study unit:

The main objective of the course is to teach students how to use the Russian language effectively in daily and professional life.

Study unit description:

The aim of the course in spoken and written Russian is to prepare the student for various daily and work-related situations in accordance with the student's specialization.

The course is intended for students of all specializations, and can be modified depending on the specialization.

00532 Basic German 1, 5 cr

The student is able to:

- learn the basic structures and vocabulary of the language
- communicate in the target language in fairly simple situations
- write simple, targeted messages
- recognise typical cultural characteristics of the areas where the language is spoken

Contents of the study unit:

- simple communication events
 - main structures
 - cultural knowledge of the areas where the language is spoken
- rituntemus

Study unit description:

Students attain skill level A1 as defined in the Common European Framework.

Previous studies:

None.

01356 Language and Culture Tandem, 3 cr

The student is able to:

By the end of the course student will

- be able to communicate in different everyday situations
- have a wide vocabulary on the topics discussed in the course
- be able to understand the significance of intercultural communication

Contents of the study unit:

Working and assignments (3 cr = about 80 hours work)

1. Make a plan for your work. Send your plan to the teacher per e-mail within a week of the first meeting with your pair. The plan should be done together with your pair and in both tandem languages.

2. Regular meetings (preferably about 1 meeting / week)

Choose your own ways of meeting and learning languages, cultures and professional life (personal interests, family, hobbies, studying, sports, cooking, travelling, movies, clubs, sightseeing, newspapers, cultural differences etc.)

3. Write an essay in Finnish / in English (4-5 text pages, Trebuchet 11) about your tandem experiences and your learning process. What have you done during the tandem course? What have you learned about the language? What about the cultural aspects and the working life? What was your opinion on this kind of a learning process? What would you have wished more? What are your future plans concerning the language and the culture you have studied in tandem?

Study unit description:

Language learning in tandem takes place when native speakers of two different languages work together in order to learn each other's language and develop a knowledge of the target culture and community. Partners have the opportunity to give each other help through friendly corrections, advice, questions etc. Tandem learning is underpinned by principles of reciprocity - both partners should benefit equally from the exchange - and autonomy - each partner is responsible for their own language learning, establishing learning goals and deciding on methods and materials.

Every tandem pair has own, more specific goals, which have to be approved by the teacher in the beginning of the working process.

Tandem is intended to complement other language studies. This course cannot be included in the obligatory language and communication studies.

Previous studies:

-

B0116 Finnish course, beginners level, 5 cr

The student is able to:

After completing the course students know vocabulary and phraseology concerning easy everyday situations. Students are for example able to ask simple questions and tell about themselves and their families in Finnish. After the course students know vocabulary related to time expressions and food. They are also familiar with the characteristics and pronunciation of Finnish.

Contents of the study unit:

The course contents:

- telling about himself/herself and family
- asking questions
- time: telling the time, days of the week, months, seasons, times of day
- food vocabulary
- weather

Study unit description:

(30 h contact teaching + assignments + test)

Previous studies:

None.

01206 Finnish language, 5 cr

The student is able to:

The students, whose language of education is not Finnish, will practise using Finnish in their own field of expertise and will acquire skills which are needed when studying and communicating within the field of their expertise.

Contents of the study unit:

The students, whose language of education is not Finnish, will practise their communication skills in Finnish. They will learn to communicate in the working life in Finnish both orally and literally.

Previous studies:

Koulutusivistyskieli ei ole suomen kieli, yleensä korvaa ruotsin kielen opinnot

00636 Written skills in Finnish, 0 cr

00637 Oral skills in Finnish, 0 cr

YY7138 Tutoring, 3 cr

The student is able to:

- hahmottaa oman ammattikorkeakoulunsa ja koulutusohjelmansa tavoitteet ja toimintatavat
- suunnitella uusien opiskelijoiden sitoutumiseen liittyviä toimintatapoja
- perehdyttää uusia opiskelijoita yhteisönsä oppimisympäristöön ja –kulttuuriin
- markkinoida Laurea-ammattikorkeakoulua ja sen opiskelumahdollisuuksia

- toimia aktiivisena työyhteisön hyvinvoinnin edistäjänä

Contents of the study unit:

- Laurean yhteinen opiskelijatuutorien intensiivijakson toukokuussa
- toimipisteissä tapahtuva tuutoroinnin suunnittelu keväällä ja syksyllä
- uusien opiskelijoiden perehdyttämistä syksyllä ja keväällä
- Laurean opiskelumahdollisuuksien markkinoimista tarpeen mukaan (aktiivisesta markkinoinnista on mahdollista saada lisäpisteitä projektiopintoina)
- henkilökohtainen ohjaamisen osaamisen kehittämistä

Study unit description:

Opintojaksossa syntyvä osaaminen ilmenee uusien opiskelijoiden perehdyttämisenä ja vastuullisena käyttämisenä oman toimipisteen tai Laurean kannalta tyypillisissä opiskelijatuutorointia vaativissa tilanteissa. Osaaminen perustuu ammattikorkeakoulun tavoitteiden ja toimintakulttuurin peruskysymysten ymmärtämiseen.

Previous studies:

Ei ole.

00884 International Student Tutoring, 3 cr

The student is able to:

- acknowledge the aims and policies of the university of applied sciences and of one's own degree programme
- plan actions related to the team building of the new students
- act as a mentor for the students
- familiarize new students with the study environment and culture in Laurea as well as the Finnish culture in general
- act as an active promoter for the well being of the working environment
- market Laurea University of Applied Sciences

Contents of the study unit:

- taking part in the intensive training of the international tutor students
- planning and implementing tutoring in the units
- introducing the new international students to the study culture and working environment in Laurea and culture and life in general in Finland
- tutoring and guidance of the new students during their whole stay
- development of personal guidance skills and team work

Study unit description:

The knowledge gained in this study unit concentrates on the familiarization of the new students with Laurea processes and learning methods as well as the working environment and culture. Knowledge is based on the goals and study culture of the university of applied sciences and its working habits and the understanding of the Finnish culture in general.

Students act individually and as team members. Individual work mainly takes place with the planning of one's own tutoring and getting personally acquainted with the new students, especially with the appointed own exchange student or students. The student tutors need to familiarize themselves with the working culture and environments of Laurea in order to be able to guide the international students in these same practices. Students develop their skills in multicultural understanding and organizational skills.

01410 Basic Studies on Rules and Regulations in Working Life, 5 cr

The student is able to:

Opintojakson tavoitteena on vahvistaa opiskelijoiden työelämäosaamista ja kehittää työnhaun taitoja. Opintojakson aikana saat vinkkejä työnhakusi tehostamiseen ja CV:si kehittämiseen. Perehdyt myös keskeiseen työlainsäädäntöön ja työehtosopimuksiin sekä niiden merkitykseen käytännön työelämän ongelmatilanteissa. Opintojaksolla tutustut myös keskeisiin työsuojelumääräyksiin ja työelämän sosiaaliturvaan.

Contents of the study unit:

Opintojakso koostuu kolmesta moduulista, jotka ovat:

- 1) Taitavaksi työnhakijaksi
- 2) Työelämän pelisäännöt, työehtosopimukset ja työlaainsäädäntö
- 3) Työelämän arjen hallinta, työhyvinvointi ja työelämän sosiaaliturva

B0186 Intensive Studies in Management, 5 cr

The student is able to:

Opintojaksolla syvennetään johtamisosaamista koulutusohjelmakohtaisesti ja valittavana on seuraavia johtamisen teemoja

- Kriisi- ja tilannejohtaminen
- Muutoksen johtaminen
- Osaamisen johtaminen
- Strateginen johtaminen
- Kehittävä ja konsultoiva johtaminen
- Verkostojen johtaminen
- Prosessien johtaminen
- Innovaatioiden ja luovuuden johtaminen

B0187 International approach to Leadership and Management in Public, Private and Third Sector Services, 5 cr

Contents of the study unit:

This internationally orientated course focuses on the contemporary challenges encountered by different kind of political programs as well as new ideas to develop leadership and management in public, private and third sector services. Course content is constantly updated to reflect current policies and practices in different countries, inside EU as well as outside EU. By combining the study of management theory with the critical analysis of contemporary practice our master level students develop their skills and capabilities required to progress a managerial career in public, private and third sector organizations.

01398 Developing and Utilizing Craftmanship as a Professional Resource, 5 cr

The student is able to:

After these studies the participant is familiar with basic wood - , clay-,textile techniques and also drawing and painting.

Contents of the study unit:

To encourage participants to develop their craftsmanship skills and to utilize these skills at professional environments.

01396 Sosiaalioikeus, 5 cr

The student is able to:

NÄHDÄ SOSIAALI- JA TERVEYSOIKEUDEN LIITYNNÄT PERUS- JA IHMISOIKEUKSIIN

SOSIAALI- JA TERVEYSTURVAJÄRJESTELMÄN KESKEISEN RAKENTEEN

SOSIAALI- JA TERVEYSTURVAA JA -PALVELUITA KÄYTTÄVIEN OIKEUSTURVAAN LIITTYVÄN SÄÄNTELYN

TOIMIA HYVÄN HALLINNON PERIATTEIDEN MUKAISESTI

Contents of the study unit:

MITKÄ OVAT SUOMEN SOSIAALI- JA TERVEYSPOLITIIKAN TAVOITTEET JA MITEN PERUS- JA

IHMISOIKEUDET SEKÄ EU-OIKEUS VAIKUTTAVAT SUOMEN SOSIAALI- JA TERVEYSOIKEUTEEN?

MITKÄ OVAT VALTION, KUNTIEN JA MUIDEN ORGANISAATIOIDEN ROOLIT SOSIAALI- JA TERVEYSTURVAN JA -PALVELUJEN JÄRJESTÄMISESSÄ JA TUOTTAMISESSA SUOMESSA?

MITEN SOSIAALI- JA TERVEYSTURVA JA PALVELUT SUOMESSA RAHOITETAAN?

MITEN SOSIAALI- JA TERVEYSTURVAA JA PALVELUITA TUOTTAVIEN ORGANISAATIOIDEN TOIMINTAA VALVOTAAN?

MITEN JULKISOIKEUDELLISEN VALLAN KÄYTTÖÖN LIITTYVIÄ HALLINTOASIOITA VALMISTELLAAN JA KÄSITELLÄÄN JA MITEN TÄLLÖIN TURVATAAN ASIANMUKAISEN PÄÄTÖKSEN SYNTYMINEN ?

MITEN SOSIAALI- JA TERVEYSTURVAA JA -PALVELUITA KÄYTTÄVIEN ASIAKKAIDEN OIKEUDELLINEN ASEMA TURVATAAN JA MITÄ OIKEISTURVAKEINOJA HE VOIVAT SEN TURVAAMISESSA KÄYTTÄÄ?

Study unit description:

OPINTOJAKSOLLA TARKASTELLAAN SOSIAALI- JA TERVEYSALAN TOIMINTAA SÄÄTELEVÄÄ LAINSÄÄDÄNTÖÄ JA SEN TOIMEENPANOON LIITYVÄÄ JULKISOIKEELLISEN VALLAN KÄYTTÖÄ

01159 Evaluation and development in early childhood education, 5 cr

The student is able to:

- jäsentää keskeisiä varhaiskasvatuksen arvioinnin ja kehittämisen lähtökohtia ja käsitteitä
- hankkia ja soveltaa tutkivalla otteella ajankohtaista tietoa ja muodostaa ammatillista näkemystä varhaiskasvatuksen arvioinnista ja kehittämisestä lasten ja vanhempien osallistumisen näkökulmasta
- antaa ja vastaanottaa arviointia ja vertaispalautetta opiskelijakollegoiltaan omaa että toisen ammatillista osaamista vahvistaen.

Contents of the study unit:

- Varhaiskasvatuksen arvioinnin ja kehittämisen keskeisiä lähtökohtia ja käsitteitä
- Arvioinnin eettisiä periaatteita
- Lasten ja vanhempien osallisuus varhaiskasvatuksen arvioinnissa ja kehittämisessä

01106 Social Service Worker as a Pedagogical Expert, 5 cr

The student is able to:

Opiskelija osaa:

- syventää pedagogista ja didaktista osaamistaan
- vaihtoehtopedagogiikoiden peruspiirteet
- rakentaa uusia ajatusmalleja kasvatustietoisuuden työstämiseen
- opiskelijan pedagogisen ja didaktisen tietoisuuden selkiyttäminen

Contents of the study unit:

Opintojakso toteutetaan pääasiassa verkko-opetuksena. Lisäksi jaksoon kuuluu neljä luentoa, seminaari ja kaksi opintokäyntiä vaihtoehtopedagogiikkaa toteuttaviin toimintayksiköihin.

Study unit description:

Opintojaksoon kuuluu kolme tehtävää.

Tehtävä 1:

Opintojakson aikana tutustutaan erilaisiin pedagogisiin lähestymistapoihin. Tarkastelun kohteena ovat erilaiset vaihtoehtoiset pedagogiikat, poliittiset ja epäpoliittiset varhaisnuorisjärjestöt.

Opiskelija/opiskelijapari tutustuu sovittuun pedagogiseen malliin ja tekevät siitä esityksen Optimaan. Opiskelijat myös kommentoivat ja esittävät kysymyksiä toistensa esityksistä ja rakentavat näiden esitysten pohjalta omaa pedagogista ajatteluaan.

Tehtävä 2.

Luennoilla käydään läpi lapsien ja nuorten toimintaan soveltuvia jakso- ja tuntisuunnittelun malleja. Tunneilla tutustutaan myös didaktiikan peruseräpäätteisiin. Näitä apuna käyttäen opiskelija/opiskelijapari suunnittelee jakson, joka olisi mahdollista toteuttaa lasten ja nuorten toimintaympäristössä. Suunnitelmat esitellään ja jätetään kommentoitavaksi Optimaan.

Tehtävä 3:

Opiskelija laatii opitun pohjalta lyhyen oppimispäiväkirjan, johon hän rakentaa omaa pedagogista ajattelumalliaan etukäteen sovittujen teemojen pohjalta.

B0111 Crises and Work Communities, 5 cr

The student is able to:

- familiarise themselves with diverse workplace crises in line with their learning profiles
- know the principles of crisis assistance in relation to workplace crises
- acquire new information and research data on the subject

Contents of the study unit:

- What is a crisis?
- How can one prepare for a crisis?
- What responsibilities does an employer have in the safety and well-being of staff?
- How do crises affect people and communities?
- How can people be supported and assisted in a workplace post-crisis?
- What responsibilities does an employer have regarding crisis preparedness and crisis assistance?
- What do proper crisis communications entail?

Study unit description:

Students learn about crisis management from the point of view of diverse work communities: schools, workplaces under the threat of layoffs, crisis preparedness at work, and the significance of occupational health care.

B0098 Child Protection and Family Work, 5 cr

The student is able to:

- fulfil the principles and stipulations of the Child Welfare Act in their work
- support children and adolescents in different circumstances
- discern needs for special support
- support families in different circumstances
- use various child protection methods

Contents of the study unit:

- What is family work and how can one support families?
- What are the main laws governing the status of a child and a family?
- What are the child's interests and child-orientation from the points of view of the individual and the society?
- What are preventive and corrective child protection?
- What are the methods of child protection and family work?

Study unit description:

Child protection work and its methods.

Previous studies:

Themes 1-3

01108 Supporting young people to work in diversified teams, theory, 5 cr

The student is able to:

- monialaisen ja moniammatillisen yhteistyön
- ns. matalan kynnyksen palveluiden kehittämisen esimerkiksi yhteisöllisyyden ja kouluturvallisuuden muodossa

- alueellisen verkostoitumisen mm. tulevien yhteistyökumppaneiden toimintaan tutustumalla
- kehittää ja mallintaa hyviä käytänteitä
- tiedostaa nuoruusiän eri siirtymä- ja nivelvaiheiden problematiikan
- ymmärtää nuoruuden elämänvaiheena sen haasteineen.

Contents of the study unit:

Opintojakson sisältö koostuu nuoruudesta elämänvaiheena (n. 10-18v). Opintojaksonaisuus on 10 op ja se koostuu kahdesta vapaasti valittavasta opintojaksosta, ensimmäinen osuus (5 op) koostuu teoriaopinnoista ja toinen osuus (5 op) hanketyöskentelystä.

Opiskelija ei voi valita toista, eli hanketyöskentelyosuutta, ennen kuin on suorittanut ensimmäisen osuuden.

Study unit description:

Opintojakson ensimmäinen osuus (5op) koostuu opintokäynneistä, luennoista sekä verkkoympäristössä työskentelystä. Luennot koostuvat muun muassa kehitys- ja sosiaalipsykologiasta, päihdetyöstä, nuoruuden kriiseistä ja turvallisuudesta. Yhteensä luentoja on 7x2h, jotka on mahdollista opiskella verkko-opintoina tai perinteisinä luento-opintoina. Mahdollisia opintokäyntipaikkoja ovat esimerkiksi Keravan päihdepysäkki, Hyvinkään nuorisopaja, Hyvinkään seudun mielenterveysseura, erityyppiset koulut, Hyvinkään kriisikeskus, Helsingissä nuorten kriisipajat sekä oppilashuolto. Ensimmäisen osuuden luennoista kirjoitetaan oppimispäiväkirjaa, johon liitetään myös muuta kirjallisuutta. Lisäksi opintokäynneistä kirjoitetaan erillinen raportti.

01364 Empowering families and neighbourhood, 5 cr

The student is able to:

The student is able to

- analyse the challenges related to the well-being of the family in today's society
- analyse the family's diversity and its internal relations
- appreciate the needs for support of the child and family in an early phase, and to talk about the cares of the family while using the resources of the network of people close to the child and offering support
- take into account in their work the significance of preventive child protection for the well-being of the child and the family
- to use the network- and resource-centred work methods to support the family

B0154 Perioperative Nursing, 5 cr

The student is able to:

- Central fields of perioperative nursing where expertise is deepened in pre-, intra- and postoperative nursing in an operating ward from the perspective of an anaesthetic or instrument nurse. The goal is a concrete competence in nursing, criticalness and inclination to independent decision making where one can justify choosing different nursing options. In decision making considering professional ethics comes forward in contextual thinking.
- Progression of an operation in the most common operations
- Operation diagnoses
- Instruments used in the operation
- Washing and covering a patient
- Aseptic working in an operating ward
- Guiding and counselling a patient from a perioperative perspective

Contents of the study unit:

- What is perioperative nursing in operating ward executed by a different expert working group?
- What is nursing plan (according to need and function classifications) of a patient arriving to an operation at the operating ward?
 - 1.preoperative
 - 2.intraoperative
 - 3.postoperative
- What is supporting an operating patient from a perioperative perspective?
- How are patient's own resources used in perioperative nursing?
- How does one help a patient to become rehabilitated after an operation from a perioperative perspective?
- How are other disciplines made use of in nursing?

Study unit description:

During the study unit expertise in treating a perioperative patient will be deepened in either operating theatre or FHTO..

Previous studies:

Themes 1-3 completed as a whole with a passing grade.

01416 Thesis, 15 cr**The student is able to:**

- present well-grounded work development proposals
- conceptualise the phenomena of the workplace with a basis in research data
- use appropriate research and development methods for generating new data
- participate in development projects, working responsibly in a team with employers and other partners
- evaluate their own work and solutions critically
- manage the big picture, presenting their ideas logically and with justifications

Contents of the study unit:

- How are the thesis process and development project initiated?
- How does one draw up a thesis plan?
- How is a development project conducted in the form of a thesis?
- How does one report on and publish a thesis?
- How is the maturity test completed?

01417 Basic Juridic, 5 cr**The student is able to:**

- understand juridical basic concepts and common doctrines and structure of legal system
- apply the rules of work legislation and collective labour agreements in practical situations as employees, managers and/or entrepreneurs
- act in legally correct ways in marketing and customer relationships
- know the main concepts and principles of corporate law and law of obligations

Contents of the study unit:

- structure of legal system
- juridical basic concepts and common doctrines
- regulations related to consumer protection
- work legislation
- main concepts and principles of corporate law and law of obligations

B0112 Encountering Violence, 5 cr**The student is able to:**

- familiarise themselves with preventive methods against aggression and violent behaviour, developing ways of responding to aggressive or violent behaviour without causing pain or injury to the customer, and always maintaining a safe care environment whose aim is a positive attitude towards care and the achievement of cooperation between the patient and the carer
- examine the appearance of possible domestic violence in customer contacts and know their re-sponsibilities as social service and health care professionals in preventing and addressing domestic violence

Contents of the study unit:

Key questions:

- How does one act in a customer situation where the employee is subjected to aggression or the threat of violence?
- How can one maintain a safe and caring atmosphere and control verbal aggression?
- What methods are there for holding fast or letting go in active situations?
- What is domestic violence and how can it be addressed in customer contacts?
- How can domestic violence be prevented?

Parts of study unit:

Part 1: MAPA (Management of Actual or Potential Aggression) 2 cr

Part 2: Domestic Violence and Spousal Abuse 3 cr

Study unit description:

Students become familiar with customer-oriented, resource-supporting guidance in challenging and demanding customer situations. The study unit is divided into two parts. One part covers prevention and safe care practice in situations where employees are subjected to aggression or violence. The focus is on maintaining a safe, caring environment and on verbal aggression control. Students also hone their skills in holding fast and letting go in active situations. The second part involves improving skills in professionally recognising domestic violence and intervening in the situation, with in-depth familiarisation with preventing and addressing domestic violence.

00049 Reforming Public Sector Operations, 10 cr

The student is able to:

- ennakoida julkisen sektorin ja alueen toimijoiden yhteistyömahdollisuuksia
- hyödyntää innovatiivisen aluekehityksen mahdollisuuksia alueen ja alueen toimijoiden kilpailukyyn vahvistamisessa
- kehittää ja vahvistaa elinkeinoelämän ja kunnan yhteistyötä
- soveltaa liiketalouden osaamista julkisen sektorin toimintojen uudistamiseen
- arvioida ja kehittää vaihtoehtoisia palvelutuotantotapoja kunnallisen palvelutarjonnan kehittämisessä
- soveltaa julkisen sektorin keskeistä normistoa julkisen sektorin, yrityksen ja kansalaisen näkökulmasta
- toimia kunnallisessa toimessa tai virassa, valmistella hallintokuntansa asioita ja esitellä ne toimielimessä
- hyödyntää EU:n tukimuotoja sekä maamme yrityksille myöntämiä tukia

Contents of the study unit:

- alueellinen kehittäminen ja alueellinen kilpailukyky
- vaihtoehtoiset palvelutuotantotavat ja ulkoistaminen
- julkishallinnon normisto
- EU:n ja Suomen valtion myöntämät yritystuet ja niiden hallinnointi

Study unit description:

Opintojakson osaaminen ilmenee kykynä tehdä yhteistyötä ja rakentaa kumppanuuksia julkisen sektorin ja eri toimijoiden kesken. Opiskelijalle muodostuu valmiudet työskennellä julkisella sektorilla julkisen sektorin normiston ja toimintaperiaatteiden mukaisesti ja liiketoimintaosaamista innovatiivisesti hyödyntäen. Opiskelija omaksuu luovan ja uudistavan näkökulman kunnallisten palveluiden järjestämiseen. Opiskelija osaa hahmottaa alueellisten kehittäjäverkostojen ja innovaatiojärjestelmien rakenteen ja hyödyntää luovan jännitteen ja verkostoitumisen mahdollisuuksia sekä alueen että alueen toimijoiden kilpailukyyn vahvistamiseksi.

Previous studies:

Keskeiset ammatilliset opintojaksot tai vastaavat tiedot.

B0226 Intensive Studies in Management, 15 cr

01082 Graphic Design, 5 cr

The student is able to:

The student masters the basics of the desktop publication design and the most common means in the printing industry. The student knows how to use the basic tools in InDesign desktop publishing program and how to apply them also in larger publications. The student also knows the most important features in the image processing.

Contents of the study unit:

The design and layout in the printed publications
The basics of the text typography
The use of images
The use of colours
The basics of InDesign
The basics of Photoshop

Study unit description:

The students get to know the theories of publication design and also the principles in the text typography. They learn to use images and colours by way of the theory and examples. The students will prepare numerous design assignments both in the groups and by themselves. Optima and the other material in the internet are also used.

Previous studies:

The most common office programmes.

B0077 Challenges in Sustainable Development, 5 cr**B0114 Elective Practical Work, 5 cr****The student is able to:**

- apply and deepen their competence in nursing or public health nursing in the chosen operating environment
- carry out safe nursing or public health nursing, choosing the right methods
- encounter and support patients or customers and their families in the chosen operating environment

Contents of the study unit:

- How does one apply and deepen one's competence in nursing or public health nursing in the chosen operating environment?
- What methods can be used to carry out safe nursing or public health nursing in the chosen operating environment?
- How should one encounter and support patients or customers and their families in the chosen operating environment?

Study unit description:

Students apply and deepen their knowledge and skills in an authentic care or public health care environment, integrating their previously acquired theoretical and experience-based competence.

Previous studies:

Themes 1-4

B0073 Legal English, 5 cr