

LAUREA UNIVERSITY OF APPLIED SCIENCES

Complementary competence (bachelor's studies), Laurea Leppävaara, CCA14SY

Operating environment

COMPLEMENTARY COMPETENCE IN BACHELOR'S DEGREE PROGRAMMES

Elective studies compiled into modules

Elective studies are a part of completing a university of applied sciences degree. Complementary modules make it possible to deepen or extend your knowledge.

From autumn 2014, elective studies will be offered in modules. The modules being offered at Laurea are all listed and described in each campus's own complementary competence curricula.

The modules comprise competence areas. A module typically includes at least two study units, but alternatively competence can also be developed in projects. Credits can also be gained through recognition of prior learning or demonstrations.

Complementary competence modules are also well-suited for further education for those students, who have completed a degree. Graduates can enrol in them as students of the Open University of Applied Sciences.

Modules further competency in a subject area

The scope of a module is 15 - 30 credits. Complementary competence modules support individual study paths and competence. Complementary competence modules that are compatible with the student's professional goals can include in his/her degree. The compatibility of the elective studies with the degree will be subject to prior agreement with the teacher tutor.

Learning is made relevant to workplace development and the student's personal goals. The learning outcomes specified for the modules build on future workplace needs and Laurea's focus areas.

Completion of studies

Campus-specific curricula describe what studies a unit has planned to offer over the course of a degree programme. Not all courses are held every year, rather a new list of available courses is planned and published each academic year according to demand.

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits. The study unit implementation plans specify the objectives, content and implementation form of the studies. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case.

The modules have been designed so that they can mainly be completed in the course of one or two semesters. Study units can be implemented either in Finnish or in English. The language of the implementation is decided for each semester and is visible in the study unit offer.

In order for a student to further their competency, we recommend that the student selects entire modules, but it is also possible for a student to select individual study units (courses) from within modules.

Flexible Possibilities for Completing Attainments and Specialising

Any studies in an institution of higher education can be counted as advanced competency. In addition to complementary competence studies presented in the curriculum the student can for example

- select complementary competence studies offered on Laurea's different campuses
- select a core competence module in another degree programme as their advance competency

- include in the degree studies selected from the offer of the FUAS Federation, or HAMK University of Applied Sciences and Lahti university of Applied Sciences

Completion of studies

Campus-specific curricula describe what studies a unit has planned to offer over the course of a degree programme. Not all courses are held every year, rather a new list of available courses is planned and published each academic year according to demand.

In order for a student to further their competency, we recommend that the student selects entire modules, but it is also possible for a student to select individual study units (courses) from within modules.

Curriculum Development

The offering of the complementary modules is constantly under development to match the requirements of the working life and thus the offering may change during the studies. Up to date plans on the available advanced competency modules will be published each academic year.

1. year

Y	CORE COMPETENCE	
T	COMPLEMENTARY COMPETENCE	85
R023	OTHER COMPLEMENTARY COMPETENCES	
A9344	Basic Studies in Mathematics	
01470	Student Tutor Activities	5
R022	LANGUAGE SKILLS AND INTERNATIONAL COMPETENCE	
A9343	Basic Communication in English	
R0078	Effective Spoken Communication in English	
R0079	Effective Writing in English	
R0085	Finnish for Working Life	5
R0076	Basics of Spanish	
R0077	Developing Intercultural Competences	
A829	COMMUNICATION AND INTERACTION	
A9248	Interaction and Networking Skills	
A9254	Basics of Digital Image Editing	5
A9255	Implementing Visual Communication	
A830	FINANCIAL PLANNING	
A9174	Financial Analysis	
A9175	Financial Planning and Control	10
A831	MANAGEMENT ACCOUNTING	
A9197	Budgeting	
A9198	Customer Profitability	
0388	CUSTOMER-CENTRIC SUPPLY CHAIN MANAGEMENT	
01456	Customer-driven supply chain management	10
01457	Global sourcing	
0387	CUSTOMER KNOWLEDGE AS THE DRIVER OF MARKETING	
01453	Neuromarketing	5
01454	Managing customerships	
01455	Customer knowledge	
A842	ADVANCED WEB DEVELOPMENT	
A9151	Dynamic Web Applications	
A9152	The Server-side of Web Applications	
A9153	Web Development Frameworks	
A847	MOBILE APPLICATION DEVELOPMENT	
A9209	Implementing Mobile Applications	
A9210	Mobile Application Development Frameworks	5
A9211	User Interface Design of Mobile Applications	
A843	CYBERSECURITY TECHNOLOGIES	
A9156	Emerging Technologies - Project 1	
A9157	Emerging Technologies - Project 2	
A9158	Cybersecurity	5
A9159	Systems Security	5
A9160	Network Security	

A9161	Enterprise Applications Security	
A845	INFORMATION INFRASTRUCTURE AND SECURITY	
A9184	Network Project	
A9185	Network Applications	5
A9186	Networking Infrastructure	
A846	INFORMATION SECURITY MANAGEMENT	
A9187	Introduction to Information Security	
A9188	Information Security Management	
A9189	Information Security Development Project	
A878	PRODUCER OF EVENT SERVICES	
A9379	Developing Conference and Congress Services into an Experience	10
A817	TOURISM SERVICE DEVELOPER	
A9182	Tourism Marketing	
A9183	Planning and Development in Tourism	
A9337	Discovering Tourism	
A9346	Hotel Management	
01473	Business Online Visibility	5
A851	SECURITY MANAGEMENT	
A9243	Crisis Management	
A9244	Security Clearances in Multinational Cooperations	
A850	SECURITY OF OPERATIONS	
A9236	Basics of Corporate Security	
A9237	Business Continuity Planning	
A9238	Security of the Supply Chain	
A9240	The Security of Products and Services	
A9239	Environmental Safety	
A852	SECURITY IN SOCIETY	
A9256	Crime Prevention	5
A9257	International Security Environment and Crisis Management	
A9258	Securing Critical Infrastructure	
A9259	Securing Critical Infrastructure	
A9260	Border Security	
A9261	Internal Security and Local Security Cooperation	
A848	SAFETY OF PERSONS	
A9179	Personnel Security	
A9180	Security Auditing and Screening	
A9181	Occupational Health and Travel Safety	
A839	DEVELOPING INTERNATIONAL BUSINESS FOR SME'S	
A9202	International Service Business	
A9339	International Market Entry	
A9201	International Sales Negotiations	
A840	ENTERPRISE SYSTEMS AND BUSINESS INTELLIGENCE	

A9169	Business Intelligence	
A9170	Enterprise Systems	5
		85

R023 OTHER COMPLEMENTARY COMPETENCES, 15 cr

Description:

The aim of the studies offered in this module is to develop student's basic knowledge and skills. The studies will give basic abilities for the student to be able to manage on his/her studies in his/her field of studies. The student will conduct the appropriate studies from this module according to the initial tests or his/her needs. After completing the studies the student will have gained basic knowledge and skills to develop his/her skills to apply these competences.

Also other studies which develop professional skills can be offered in this module. Studies completed elsewhere can always be placed in this module.

A9344 Basic Studies in Mathematics, 5 cr

The student is able to:

The student is able to

- solve mathematical problems at a level required in the UAS studies.

01470 Student Tutor Activities, 5 cr

The student is able to:

Student is able to

- understand the objectives and operating methods of Laurea and his or her own degree programme.
- plan new operating methods to enhance the commitment of new students
- perceive the content of his or her own culture
- provide new students from different cultures with information on the learning environment and culture of the Laurea community
- market Laurea University of Applied Sciences and the opportunities for study offered by Laurea
- apply communication and marketing skills required in the marketing of Laurea
- act as a mentor for students in need of support

understand the significance of effective tutoring activities for the promotion of well-being in the community

Contents of the study unit:

Campus-specific meetings according to an agreed-upon schedule and the planning of tutoring

Training events for tutors organised by Laurea

Creating their own competence profile in the Kyvyt.fi service and acting as a 'reflection tutor' in the context of the online service

Tutoring activities related to entrance examinations in the spring and in the autumn

Providing new students with an introduction to Laurea at the start of each term in September and January

Providing guidance to international and exchange students throughout the term

The planning of the Freshers' Event and the Pre-Freshers' Event Party

Support measures for new students related to themes addressed in the study unit on career planning in accordance with the agreed upon division of labour

Participation in campus events at the student's own campus

Study unit description:

The students learn how to evaluate tutoring from the viewpoint of their own campus and the educational responsibilities that exist in that campus

They know how to instruct new students in the Laurea operating culture

The students are familiar with the systems currently in use

They know how to create a competence portfolio for themselves and are able to support new students in the creation of a competence portfolio at the kyvyt.fi service.

They are familiar with the learning environments of their campus and have the capacity to represent the campus in different events where necessary

The students are familiar with working methods in the area of career planning and, in cooperation with a teacher

tutor, are able to support new students in matters related to career planning
They have the capacity to act as an active promoter of the work community and student well-being

Previous studies:

A student acting as a student tutor must be a member of the student union of Laurea University of Applied Sciences.

R022 LANGUAGE SKILLS AND INTERNATIONAL COMPETENCE, 15 cr

Description:

The aim of the study units in the module is to develop language skills and international competence needed at work.

After completing the module the student has developed his/her ability to work in multicultural working environments.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Sirpa Rakkolainen

A9343 Basic Communication in English, 5 cr

The student is able to:

The student is able to:

- participate effectively in English language tuition
- write coherent and grammatically correct English in the appropriate register
- present clearly and logically
- interact confidently

R0078 Effective Spoken Communication in English, 5 cr

The student is able to:

The student is able to:

- deliver effective presentations and speeches in academic and general situations
- interact smoothly and take an active part in discussions and conversations
- understand the significance of nonverbal communication
- speak with improved pronunciation and a richer vocabulary

R0079 Effective Writing in English, 5 cr

The student is able to:

The student is able to:

- develop writing skills in general and academic contexts, including essays, summaries and reports
- write more accurately and with an awareness of the correct style and layout
- avoid plagiarism by paraphrasing and using sources in the appropriate manner
- diagnose and remedy personal weaknesses in writing ability

R0085 Finnish for Working Life, 5 cr

The student is able to:

The student is able to:

- write a CV in Finnish
- apply for a job
- be interviewed for a job
- present his/her workplace
- write work-related emails
- understand and use general work vocabulary

R0076 Basics of Spanish, 5 cr

The student is able to:

The student is able to:

- understand the basic structures and vocabulary of Spanish
- communicate in simple situations of everyday life
- write simple texts
- understand the main points in messages and in Spanish speech spoken at a normal speed about familiar subjects

R0077 Developing Intercultural Competences, 5 cr

The student is able to:

The student is able to:

- understand and interpret meanings of different cultural behaviors and phenomena
- apply cross-cultural knowledge to improve intercultural encounters
- work effectively in multicultural teams and work environments
- resolve intercultural conflicts in a professional manner

A829 COMMUNICATION AND INTERACTION, 15 cr

Description:

During the module, the student will learn the basics of professional organizational communication. After completing the module, the student knows how to plan and implement an organization's communication. The student will be able to take into account an organization's strategic objectives and communicate effectively and consistently according to various stakeholders' needs. The student will learn to utilize and choose appropriate communication channels, forums and different visual communication applications.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

A9248 Interaction and Networking Skills, 5 cr

The student is able to:

The student is able to

- build and maintain strategic networks in various forums
- utilize technology in interaction
- promote the organization's interaction and communicative goals with different stakeholder groups internationally
- extend written and spoken communication skills online and face-to-face.

A9254 Basics of Digital Image Editing, 5 cr

The student is able to:

The student is able to:

- understand the basic theories of digital photoediting
- use digital image editing software in an advanced level for both online and print publishing

A9255 Implementing Visual Communication, 10 cr

The student is able to:

The student is able to:

- understand the basics of visual communication
- develop communicational solutions for an organization while taking into account customer and end-user needs
- implement organizational communication by using different techniques and different forums
- use different visual communication applications (e.g. image editing, desktop publishing, vector graphics, presentation graphics)

A830 FINANCIAL PLANNING, 15 cr

Description:

The student will be able to analyze financial statements (income statement, balance sheet, cash flow statement). He/she will be able to use financial indicators to analyze the profitability, liquidity and capital structure of an organization. The student will know how budgets can be used in financial planning, and he/she can calculate the cost of a product or service. The student will also be able to use Excel and Invest for Excel for capital budgeting.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other

module(s) and thus the credits can be divided between several modules.

Responsible persons:

The module is no longer offered.

A9174 Financial Analysis, 5 cr

The student is able to:

The student is able to

- analyse the income statement, balance sheet and cash flow statement
- calculate and use financial ratios to analyse the profitability, liquidity and capital structure of an organisation

A9175 Financial Planning and Control, 10 cr

The student is able to:

The student is able to

- prepare reports for management planning and control purposes
- prepare budgets and forecasts
- calculate the cost of a product or service using traditional cost accounting and activity-based costing
- use different investment criteria in capital budgeting
- manage working capital in day-to-day activities of an organisation

A831 MANAGEMENT ACCOUNTING, 15 cr

Description:

The student will deepen his/her knowledge on current issues in accounting. The student will be able to calculate the cost and price of a product or service. The student will know how different measurement systems and key performance indicators can be used in financial planning. The student will be able to analyze the profitability of a customer.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Kaija Koivusalo

A9197 Budgeting, 10 cr

The student is able to:

The student is able to:

- understand how management can use budgets as a tool for leading the organisation toward its goals
- prepare operational budgets and the master budget and link the budgets to each other
- understand the behavioral implications of the budgeting process
- set targets for an organisation using financial ratios and key performance indicators

A9198 Customer Profitability, 5 cr

The student is able to:

The student is able to:

- analyse the profitability of customers
- use activity-based costing

0388 CUSTOMER-CENTRIC SUPPLY CHAIN MANAGEMENT, 15 cr

Description:

After completing the module, the student will be able to understand the different steps of the purchasing process and the effects of purchases and the supply chain on a company's profitability. The student will be able to work as a purchaser or seller in international business. He/she will be able to understand the requirements of the customer-centric supply chain and make decisions in supply chain management based on this.

Responsible persons:

The module is no longer offered.

01456 Customer-driven supply chain management, 10 cr

The student is able to:

The student is able to:

- understand how a company can create added value to its customers through supply chain management
- assess the effect of sales, purchasing and the supply chain on profitability
- plan the supply according to the demand
- optimize the efficiency of the supply chain
- define measures for supply chain management

01457 Global sourcing, 5 cr

The student is able to:

The student is able to:

- operate according to the purchasing process
- select and assess suppliers
- collaborate with the supplier network
- run supplier negotiations (quotations, contracts)
- take into consideration the special features of international trade (customs, import)

0387 CUSTOMER KNOWLEDGE AS THE DRIVER OF MARKETING, 15 cr

Description:

The aim of the module is that the student will understand the essence of managing customerships. After completing the module, he/she will be able to evaluate customer information and market research and make use of them for the purpose of customership development.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

The module is no longer offered.

01453 Neuromarketing, 5 cr

The student is able to:

The student is able to:

- apply the knowledge of neuroscience to marketing
- analyse marketing problems from the point of view of the brain's rewarding, fear and social circuitry

01454 Managing customerships, 10 cr

The student is able to:

The student is able to

- understand the meaning of managing customerships
- identify the main principles in customership management
- evaluate customer knowledge and use it for the purpose of customership development

01455 Customer knowledge, 5 cr

The student is able to:

The student is able to:

- define factors that affect buying behavior
- use market research as a source of customer knowledge in the international business environment

A842 ADVANCED WEB DEVELOPMENT, 15 cr

Description:

During this module, the student will learn and apply technologies and tools needed in the development of advanced websites and applications.

After completing this module, the student will be able to identify the role of advanced web development technologies and explain how they deliver value. The student will be able to set up a development environment associated with chosen technologies. He/she will be able to design and implement relational databases. In addition, he/she will be able to implement advanced websites and applications using chosen technologies.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Antonius de Arruda Camara

Tikkurila: Mika Stenberg

A9151 Dynamic Web Applications, 5 cr**The student is able to:**

The student is able to:

- identify the role of client-side web technologies and explain how they deliver value
- compare the features, benefits and applicability of major client-side web technologies available in the market
- set up a development environment associated with a selected client-side web technology
- design, develop and implement dynamic and interactive websites using a selected client-side technology

A9152 The Server-side of Web Applications, 5 cr**The student is able to:**

The student is able to:

- install and configure database and web servers in a local computer
- design, develop and implement relational databases
- implement server-side web scripts using a selected scripting language
- implement server-side web scripts that interact with a relational database
- develop and demonstrate interactive web applications using a selected server-side technology

A9153 Web Development Frameworks, 5 cr**The student is able to:**

The student is able to:

- identify the role of advanced web development frameworks and explain how they deliver value
- compare the features, benefits and applicability of major web development frameworks available in the market
- set up a development environment associated with a selected development framework
- design, develop and implement websites using a selected development framework

A847 MOBILE APPLICATION DEVELOPMENT, 15 cr**Description:**

During this module, the student will learn and apply technologies and tools needed for developing mobile applications for a selected mobile platform.

After completing this module, the student will be able to describe key development frameworks for different mobile platforms. The student will be able to install and configure a development environment for a chosen mobile platform. He/she will be able to plan the design and implementation process of mobile applications. In addition, he/she will be able to design, develop and implement user interfaces for mobile applications and implement and demonstrate mobile applications.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Paresh Rathod

A9209 Implementing Mobile Applications, 5 cr

The student is able to:

The student is able to:

- plan and document the complete development process of a mobile application
- apply appropriate methods and technologies in the design, development and implementation of a mobile application
- identify and implement project management practices and techniques in a development project
- act as a team member and a key contributor in a development project of a mobile application

A9210 Mobile Application Development Frameworks, 5 cr

The student is able to:

The student is able to:

- describe the key frameworks and required technologies to develop applications for the major mobile platforms in the industry
- install and configure a development environment for a chosen mobile platform
- design, develop and implement simple mobile applications using the chosen development environment

A9211 User Interface Design of Mobile Applications, 5 cr

The student is able to:

The student is able to:

- describe the guidelines and the best common practices for designing user interfaces for a chosen mobile application
- apply guidelines and best practices to design user interfaces for a chosen mobile platform
- design, develop and implement user interfaces for mobile applications of a selected mobile platform
- test and demonstrate the user interface of mobile applications

A843 CYBERSECURITY TECHNOLOGIES, 30 cr

Description:

The objective of the module is to familiarize the students with vulnerabilities, risks and threats in cyberspace.

The students will learn important practices used to safeguard information and systems of companies in Cyberspace. The students will gain knowledge and skills to manage vulnerabilities and threats in organizations' information networks. The acquired knowledge and skills will be applied in a project concentrating on substance covered in this module.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Paresh Rathod

A9156 Emerging Technologies - Project 1, 5 cr

The student is able to:

The student is able to:

- recognize current trends in emerging information security technologies
- identify and analyze the opportunities and security challenges of current information security tools and techniques
- plan, implement, document and present an information security project
- apply project management practices and techniques

A9157 Emerging Technologies - Project 2, 5 cr

The student is able to:

The student is able to:

- recognize current trends in emerging information security technologies
- identify and analyze opportunities and security challenges of current information security tools and techniques
- plan, implement, document and present an information security project
- apply project management practices and technique

A9158 Cybersecurity, 5 cr

The student is able to:

The student is able to:

- describe the body of knowledge essential to cybersecurity
- take sole responsibility for running an information security project
- plan, implement, document and present an information security project

A9159 Systems Security, 5 cr

The student is able to:

The student is able to:
identify threats, vulnerabilities and risks associated with operating systems
protect the systems of a company against known threats and risks
protect the network connections of distributed information systems
protect workstation and server environments
utilize Identity and Access Management (IAM) mechanisms

A9160 Network Security, 5 cr

The student is able to:

The student is able to:

- analyse the security of a data link layer and a network layer
- describe how cryptographic mechanisms work and how to apply them
- protect wireless LANs
- use intrusion detection and prevention systems to enhance network security

A9161 Enterprise Applications Security, 5 cr

The student is able to:

The student is able to:

- recognize information security risks related to web and email and how to avoid them
- describe and analyze information security risks and protection mechanisms related to cloud services
- analyze security risks related to the data terminal equipment of an organization and how to avoid them
- avoid social engineering type information security threats
- protect database applications against valid threats

A845 INFORMATION INFRASTRUCTURE AND SECURITY, 15 cr

Description:

The objective of the module is to gain understanding of the infrastructure of and the operations in modern communication networks. After completing this module student is able to configure basic network services in a secure way and anticipate future security threats based on structural vulnerabilities in IP networks.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Seppo Koponen

A9184 Network Project, 5 cr

The student is able to:

The student is able to

- work in a project related to network development
- solve problems related to network development, expansion, management and maintenance individually and as a member of a group

A9185 Network Applications, 5 cr

The student is able to:

The student is able to:

- develop and manage LAN services
- identify common network applications for companies and the security threats directed at them.

A9186 Networking Infrastructure, 5 cr

The student is able to:

The student is able to

- describe the operation and structure of LAN and WAN utilizing the OSI protocol model and main network protocols
- protect the networks of an organization against common information security threats on the Internet

A846 INFORMATION SECURITY MANAGEMENT, 15 cr

Description:

The objective of the module is to understand, plan and implement information security management in an organization. The module will also enable the student to plan a comprehensive information security strategy and risk management system for an organization. The content of this module will provide the knowledge and skills to apply the basic principles of information security management, risk management, safeguarding and formulating continuity plans. The acquired knowledge and skills will be applied in a project concentrating on substance covered in the module.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Pasi Kämpö

A9187 Introduction to Information Security, 5 cr

The student is able to:

The student is able to:

- use relevant concepts related to information security
- evaluate the importance of information security as a part of an organization's operations and the effect of information risks on an organization
- protect organizations against information security threats
- evaluate an organization's operations with regard to information security related legislation and standards

A9188 Information Security Management, 5 cr

The student is able to:

The student is able to:

- evaluate the significance of different roles and the information security organization for the implementation of information security
- evaluate information risks directed at organizations systematically and apply risk management practices
- design an information security management system for an organization
- identify the essential elements of the auditing process and evaluate the possibilities of auditing to develop information security in an organization
- apply standards in the development of information security in an organization
- draw contingency plans for information systems

A9189 Information Security Development Project , 5 cr

The student is able to:

The student is able to:

- recognize the need to develop information security
- plan, implement and document an information security development project for an organization
- apply the practices and techniques of project management

A878 PRODUCER OF EVENT SERVICES, 30 cr

Description:

The objective of the module is to develop competencies in planning and production related to event services.

After completing the module, the student will be able to plan, implement, manage, evaluate and develop customer-oriented event services profitably and safely while offering peak experiences in cooperation with the customers by using service design methods.

Responsible persons:

Leppävaara: Kaija Meriläinen

A9379 Developing Conference and Congress Services into an Experience, 10 cr

The student is able to:

The student is able to

- analyze the experience of a service from the viewpoint of a customer
- plan and implement international customer-oriented conference and congress services
- apply service design methods in the development towards peak experience
- implement a service as a conceptualization process
- analyze the value of an experience for the customer and the service provider

A817 TOURISM SERVICE DEVELOPER, 30 cr

Description:

The objective of the module is to develop competencies in tourism services.

After completing the module, the student will be able to apply business thinking in tourism services. He/she will be able to develop customer-oriented services and processes in a hotel in accordance with quality guidelines. He/she will have an overall understanding of the travel and tourism sector. He/she will deepen his/her understanding with respect to marketing strategies in tourism services. He/she will be able to forecast future trends in planning and development.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Marjaana Salomaa

A9182 Tourism Marketing, 5 cr

The student is able to:

The student is able to:

- analyze the marketing environment of the tourism sector
- plan and design experiential marketing strategies
- apply co-marketing in a digital environment with partners

A9183 Planning and Development in Tourism, 10 cr

The student is able to:

The student is able to:

- analyse tourism research
- apply future research methods in planning and developing tourism services
- implement co-creation methods with network partners in development

A9337 Discovering Tourism , 5 cr

The student is able to:

The student is able to:

- define tourism as a part of the global economy
- analyse the tourism sector

A9346 Hotel Management, 10 cr

The student is able to:

The student is able to:

- describe the business idea and model of a hotel
- identify and analyze hotel operations, functions and services
- practice front-line and back-office operations
- plan operations from the management perspective

01473 Business Online Visibility, 5 cr**The student is able to:**

Managing online visibility and presence with interesting and engaging contents is one of the major issues in digital marketing. During this course we study different aspects of this and students learn to produce, publish and manage online content from the business perspective and understand the importance of stories, product information, multimedia content, and other online content in creating an online presence for a tourism business. After successful completion of the course the student

- knows different methods to do pre-research of social media visibility, target groups etc.
- can use keywords in effective marketing and social media contents
- is able create a paid campaign in internet and social media
- analyzes the success of social media efforts and gives grounded solutions based on them
- manages social media channels and contents in co-operation with customers

A851 SECURITY MANAGEMENT, 15 cr**Description:**

After completing this module, the student will be able to create a security management system that meets the needs of an organization. He/she will be able to prepare a security policy and programme, lead security operations in an organization and create integrated security management systems. The student will be able to direct the operations of a crisis organization, develop security and crisis communication and make use of research and development activities related to security.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Moduulia ei enää tarjota.

A9243 Crisis Management, 5 cr**The student is able to:**

The student is able to:

- analyze the impacts of different crises in an organization
- organize a crisis management process in an organization
- establish and train a crisis management team
- plan, implement and evaluate the crisis communication of an organization
- communicate effectively as an expert

A9244 Security Clearances in Multinational Cooperations, 5 cr

The student is able to:

The student is able to:

- identify the need to protect classified information
- plan the necessary protection of classified information
- plan the facility clearance process

A850 SECURITY OF OPERATIONS, 15 cr

Description:

After completing this module, the student will be able to apply the legislation governing the security of consumer goods and services in the operations of an organization. He/she will be able to prepare a section on security in a user manual and security documents for services. In addition, he/she will be able to plan a product recall. As regards environmental safety, the student will be able to act according to society's environmental regulations and utilize government organizations in his/her actions. He/she will also be able to analyze and develop the security of the supply chain and make continuity plans

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Moduulia ei enää tarjota.

A9236 Basics of Corporate Security, 10 cr

The student is able to:

The student is able to:

- analyze the security needs of a company
- utilise the subareas of security
- plan a corporate security programme

A9237 Business Continuity Planning, 5 cr

The student is able to:

The student is able to

- identify critical activities
- do business impact analysis
- prepare a business continuity plan

A9238 Security of the Supply Chain , 5 cr

The student is able to:

The student is able to

- analyse and develop the security of a supply chain
- prepare a continuity plan for operations
- acquire transport insurance

A9240 The Security of Products and Services , 5 cr

The student is able to:

The student is able to

- understand the legislation governing the security of consumer goods and services
- use qualitative research and evaluate the reliability of its results
- prepare a section on security in a user manual
- prepare a security document for services
- plan a product recall

A9239 Environmental Safety, 5 cr

The student is able to:

The student is able to:

- act according to the environmental requirements of the society
- cooperate with the authorities of the field
- carry out the continuous monitoring of environmental conditions

A852 SECURITY IN SOCIETY, 15 cr

Description:

After completing this module, the student will be able to understand the impact of the European Union and Finland's safety on organizations and society and examine their significance from the viewpoints of different actors. He/she will be able to connect organizational security as a part of the security context of society. In addition, he/she will be able to operate in networks for internal security and local security work and lead local processes for safety planning. The student will be able to make analyses of crimes and their damages. He/she will also be able to apply notable crime strategies, criminological information and crime prevention strategies in the development of individual and organizational safety in co-operation with various actors. He/she will be able to analyze critical targets in society and the threats directed at them. In addition, he/she will be able to evaluate the builders, owners and administrators of critical infrastructure and the manners in which to protect the infrastructure.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Moduulia ei enää tarjota.

A9256 Crime Prevention, 5 cr

The student is able to:

The student is able to:

- make an analysis of crimes and their damages
- apply crime theories, criminological knowledge and strategies of crime prevention in the development of personal and communal security
- initiate and develop crime prevention cooperation with different parties

A9257 International Security Environment and Crisis Management, 10 cr

The student is able to:

The student is able to:

- identify the structures of International Security Political Environment
- describe security political guidelines, e.g. in the European Union
- describe the most common crisis management organizations and mechanisms
- describe the basic nature and the decision-making system of the EU's and the UN's Disaster Relief / Civil Protection mechanisms and identify the major differences between them
- identify the basic needs for resources and assets in Civil Crisis management, Civil Protection and Disaster Relief Operations
- recognize the security needs and means of an operation and connect them into a wider operative context
- understand the role, risks and possibilities of the media in multicultural security operations and civil crisis management
- identify media and security management at operational and strategic levels in order to understand the basics of working with the media and crisis communication
- identify the need and possibilities of civil protection and disaster relief for companies

A9258 Securing Critical Infrastructure, 5 cr

The student is able to:

The student is able to:

- analyze critical societal targets and the threats against them
- evaluate the builders, owners and administrators of critical infrastructure
- evaluate the means and actors that secure critical infrastructure
- derive elements from the strategy of securing nationally vital functions to the security planning of his/her own organization

A9259 Securing Critical Infrastructure, 5 cr

The student is able to:

The student is able to:

- analyze critical societal targets and the threats against them
- evaluate the builders, owners and administrators of critical infrastructure
- evaluate the means and actors that secure critical infrastructure
- derive elements from the strategy of securing nationally vital functions to the security planning of his/her own organization

A9260 Border Security, 5 cr

The student is able to:

The student is able to:

- understand the context of cross-border security environment as a part of the context of international security environment
- understand border control and cross-border security and recognize their development needs
- know the methods, means and some theory on the actors against organized crime and anti-terrorism
- know the basics of traffic and logistic operations in cross-border operations in the context of security

- identify international movability and its threats and advantages

A9261 Internal Security and Local Security Cooperation, 5 cr

The student is able to:

The student is able to

- understand security in the European Union and in Finland and its meaning from the perspective of different actors
- connect organizational security as a part of society's security context
- act in internal and local security networks
- prepare and manage a local security process

A848 SAFETY OF PERSONS, 15 cr

Description:

During this module, the student will learn to make use of societal regulations for work safety in his/her own work. He/she will be able to make plans and give instructions on how to travel and reside abroad safely. The student will be able to plan and organize security methods for personnel risk assessment and management in connection to recruiting, employment and the end of employment. He/she will be able to apply the criteria for corporate security to different organizations, understand safety regulations of the authorities and the methods of security checks and auditing.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Moduulia ei enää tarjota.

A9179 Personnel Security , 5 cr

The student is able to:

The student is able to

- use different risk evaluation methods to recognize and manage personnel risks
- apply various legislative requirements according to the functions of an organization
- assess and analyze threats directed at an organization and create security instructions to prevent them
- plan and organize a personnel risk assessment and management system for the whole employment from its beginning to the end

A9180 Security Auditing and Screening, 5 cr

The student is able to:

The student is able to:

- apply corporate security criteria in different organizations
- understand security requirements set by authorities
- use different screening and auditing methods

- create development plans and reports
- create a self-monitoring plan for security and safety

A9181 Occupational Health and Travel Safety , 5 cr

The student is able to:

The student is able to:

- operate according to occupational and travel safety requirements
- utilize relevant authorities in operations
- accomplish continuous monitoring of work conditions

A839 DEVELOPING INTERNATIONAL BUSINESS FOR SME'S, 15 cr

Description:

The objective of the module is to develop the international business competencies in the context of SME's, from the viewpoint of development needs and strategies as well as market entry.

After completing the module, the student will be able to identify in- and outward internationalization patterns and value networks in service business. The student will be able to evaluate the impact of changing business environment on business operations and to search for market information to gain customer and market understanding. The student will be able to identify and assess market opportunities in specific target markets, to develop international marketing strategies and to plan for market entry.

The module has been designed for business students. It is also suitable for other students with interest in international business and basic knowledge of business management.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

The module is no longer offered.

A9202 International Service Business, 5 cr

The student is able to:

The student will be able to

- identify and assess the main external and internal factors influencing the internationalization of service business
- describe the impacts that the extension of service out of the domestic context has on the development and delivery of service
- identify internationalization patterns of service business either in B2B or B2C context

A9339 International Market Entry, 10 cr

The student is able to:

The student will be able to

- evaluate the impact of the changing business environment on business operations
- search for market information to gain customer and market understanding
- identify and assess market opportunities in target markets
- identify cultural and ethical issues related to cross-cultural business
- develop international marketing strategies (7 P's) for target market oriented operations
- establish a market entry plan for a target market

A9201 International Sales Negotiations, 5 cr

The student is able to:

The student is able to:

- identify cultural and ethical issues related to sales negotiation and develop plans to respond to them
- describe and demonstrate how a salesperson should a) prepare for cross-cultural sales negotiations and b) adjust his/her behavior in a sales negotiation to respect and respond to the cultural background of the negotiation partners

A840 ENTERPRISE SYSTEMS AND BUSINESS INTELLIGENCE, 15 cr

Description:

The module covers the foundations to understanding ERP and managerial issues, such as using data effectively in decision-making. The student will be able to understand how to use analytical tools that can be used in decision-making, and he/she will have analytical skills that enable him/her to work with the data, understand it and turn it into intelligence for particular decisional contexts. The student will also be able to integrate business processes and enterprise systems.

Learning process:

The competences described in the module can be developed either by participating in study units or working in projects. Please note that in some education forms projects are the primary way of gathering credits.

In the projects you participate in the development work of domestic or international businesses and communities and in project work. The language used in the project can be either Finnish or English. Projects can also focus on developing the student's own business. The topic of the project and the competences developed by participating in it will be clarified when the project is added to the study offer. The scope of the project will be agreed on in each case. The competences generated in the projects can partly be included in the learning outcomes of some other module(s) and thus the credits can be divided between several modules.

Responsible persons:

Leppävaara: Lassi Tissari

A9169 Business Intelligence, 10 cr

The student is able to:

The student is able to

- understand the connection between the analytical tools that can be used on real data in companies and the decision-making.
- use analytical skills to work with the data, to understand it and to turn it into intelligence for particular decisional contexts.

A9170 Enterprise Systems, 5 cr

The student is able to:

The student is able to

- use enterprise systems, particularly ERP (Enterprise Resource Planning) systems.
- integrate business processes and enterprise systems
- give value to the processes of acquiring, implementing, maintaining and operating