

LAUREA UNIVERSITY OF APPLIED SCIENCES

Täydentävä osaaminen (amk-tutkinto), Laurea Hyvinkää, TOB14SY

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	245
R020	OTHER COMPLEMENTARY COMPETENCES	
R0074	Basic Studies in Mathematics	5
B0237	Legal Competence	5
B0077	Challenges in Sustainable Development	5
01106	Social Service Worker as a Pedagogical Expert	5
B0294	Clinical nursing skills in acute care	5
B0295	Cancer Nursing Advanced Skills	5
01471	Creative Photography	5
01472	To Become a Lecturer	5
01469	Student Tutor Activities	5
B0296	Wilderness Medicine	5
R015	LANGUAGE SKILLS AND INTERNATIONAL COMPETENCE	
B0073	Legal English	5
R0089	Language and Culture Tandem	5
R0082	Basic Communication in English	5
R0098	Basic Communication in Swedish	5
B0116	Finnish course, beginners level	5
R0091	Business Russian 1, Elementary Level	
R0092	Liike-elämän venäjä I, jatkotaso	
R0099	Business Russian 1, Native Speaker Level	
R0100	Liike-elämän venäjä II, alkeistaso	
R0101	Liike-elämän venäjä II, jatkotaso	
R0102	Liike-elämän venäjä II, äidinkielen taso	
R0103	Liike-elämän venäjä III, alkeistaso	
R0104	Liike-elämän venäjä III, jatkotaso	
R0105	Liike-elämän venäjä III, äidinkielen taso	
R0107	Liike-elämän venäjä IV, alkeistaso	
R0108	Liike-elämän venäjä IV, jatkotaso	
R0109	Liike-elämän venäjä IV, äidinkielen taso	
V070	PROJECT MANAGEMENT	
B065	STRATEGIC MANAGEMENT	
B052	ECONOMIC GOVERNANCE	
B064	BRAND MANAGEMENT	
B049	LAUREA STARTUP - FROM IDEAS TO BUSINESS	
R021	MARKETING COMMUNICATION AND SALES SKILLS	
A829	COMMUNICATION AND INTERACTION	
B0286	Graphic Design	5
B045	COMPETENCE IN PUBLIC LAW	
B0211	Administrative and Municipal Law	5
B0212	Constitutional and EU Law	10
B0214	Criminal Law and Procedural Law	10
B0216	Swedish for Legal Expertise	5

B046	COMPETENCE IN PRIVATE LAW	
B0227	Insolvency Law	5
B0228	Family and Inheritance Law	5
B0230	Contract and Law of Obligations	5
B0231	Labour Law	5
B0232	Corporate and Finance Law	5
B0292	Legal Research Studies	5
R005	EARLY CHILDHOOD EDUCATION COMPETENCE	
R0093	Diversity and Special Nature of Early Childhood Education	10
R0094	Pedagogical Competence in Early Childhood Education	10
R0095	Competence in Guiding Early Childhood Education Activities	10
B066	SOCIAL WORK WITH ADULTS	
B0283	Psychosocial Rehabilitation	5
B0284	Guidance Discussion as a Tool for Social Work with Young People and Adults	5
B0285	Functional and Creative Methods in Social Work with Young People and Adults	5
B044	CLIENT-ORIENTED GUIDANCE	
B0277	Client-oriented Nursing and Guidance in Mental Health Work	10
B0278	Guidance and Advice in Intoxicant Abuse Work	5
B0279	Client-oriented Nursing and Guidance in Acute Nursing	10
B0280	Domestic and Intimate Partner Violence	5
B0281	Work Placement that Promotes Professional Skills	5
B0282	Nurse's Work at a Surgery in Local Services	10
B067	SUPPORTING FAMILIES	
B0287	Diverse Family	5
B0288	Child Protection	5
B0289	Working with the Child and Special Support Needed by the Child	5
		245

R020 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.

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:

Hyvinkää, sote: Terhi Hautaviita

Lohja, sote: Anu Elorinne

Porvoo: Erja Annola

Tikkurila: Marja Vellonen

R0074 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.

B0237 Legal Competence, 5 cr

The student is able to:

The student

- knows the working principles of the legal systems and he is able to
- is able to act in accordance with a citizen's legal position
- is able to apply the general set of norms that regulates working life
- is able to apply key ethical and legal principles and norms in their field

B0077 Challenges in Sustainable Development, 5 cr

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 perusperiaatteisiin. 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.

B0294 Clinical nursing skills in acute care, 5 cr

The student is able to:

- toteuttaa potilaan hoidon tarpeen arviointia
- toteuttaa ja arvioida aikuisten vaikeiden infektioiden hoitotyötä
- toimia oman alansa asiantuntijana monikulttuurisessa hoitotyössä
- toteuttaa ja arvioida päivystyspotilaan hoitotyötä

B0295 Cancer Nursing Advanced Skills, 5 cr

The student is able to:

Students are able to

- assess a cancer patient's needs for treatment in acute care work
- apply the methods of evidence-based nursing in special questions regarding the clinical care of a cancer patient in an acute phase
- identify a cancer patient's and his or her family's need for support
- apply evidence-based methods in the care of a cancer patient and his or her family

Contents of the study unit:

- opintojakson aloitus Hyvinkäällä (8h)
- opiskelijat suorittavat opintojakson verkko-osuudessa erilliset tehtävänannot akuuttiin syöpähoitotyön liittyen ohjeistus aloituksessa
- opiskelijat tarkastelevat jotakin selkeästi rajattua syöpähoitotyön osa-aluetta sekä pohtivat valitsemaansa aihetta potilaan ja perheen ohjauksen näkökulmasta kirjallisessa tehtävässä ohjeistus opintojakson aloituksessa

01471 Creative Photography, 5 cr

The student is able to:

Course is for students interested in photography and art. Course is open for every student and all study-fields. During the course a photo contest will be arranged and selected photos will be utilized in Laurea marketing.

Study unit description:

Preliminary topics

- emphasizing the Laurea slogan "together stronger"
- nearness
- confidence

-pictures taken should be creative, intelligent and carrying a message activating to analyze the reality
-photographing will focus on studying in Hyvinkää Laurea, different study fields and moments, thing which make Hyvinkää different

On the theory sessions will be studied history and technics of photography, digital photography, visual marketing etc. In the end there will be a photo-contest and exhibition. Finally the participants will write a report of the course.

01472 To Become a Lecturer, 5 cr**The student is able to:**

The course is focusing to develop students skill as a lecturer; planning a giving a lecture and also sharing their own professional expertise and knowledge. Main criteria to participate is the own strong will to give a lecture of professional topic.

Contents of the study unit:

Structure: participants agree as a team the topics of their lectures and make a detailed plan of their own lecture. The lectures will be given in planned schedule to planned audience and feedback will be gathered.

Study unit description:

Parts:

- lecture plan
- own lecture
- final report

01469 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.

B0296 Wilderness Medicine, 5 cr

The student is able to:

- Safely assess and respond to emergency situations in a variety of settings
- Implement the 'ABCs' of resuscitation
- Understand the pathophysiology of common illnesses and injuries occurring in the wilderness environment
- Manage common illnesses and injuries in an austere environment with limited resources
- Identify and plan for special hazards in a variety of extreme environments
- Demonstrate basic competence in exotic travel and wilderness survival skills
- Demonstrate detailed documentation practices through completion of "SOAP notes"
- Demonstrate leadership and group management skills through scenario practice

Contents of the study unit:

- What is wilderness medicine?
- Infection Control
- Assessment of the trauma and medical patient
- Lifting and moving techniques
- Musculoskeletal injuries
- Improvised splinting
- Shock
- Soft tissue injuries
- Long term wound care
- Environmental emergencies
- Respiratory distress
- Diabetic emergencies
- Poisoning
- Spinal cord injuries
- Cardiovascular emergencies
- Acute abdominal emergencies
- Allergies
- Altered mental status
- Documentation
- Evacuation

Study unit description:

Historically, wilderness first aid was created for those traveling in remote or austere environments though the skills

learned may even be applied in urban settings. Based on a solid medical foundation the goal is to learn how to best provide care with minimal resources. Critical thinking, and creative thinking, are keys to success within the wilderness medicine framework. Content will be focused on assessment, stabilization, and evacuation techniques. Prevention and leadership will be continuous threads as we discuss how to travel safely in remote environments. This course will be based on the SOLO Advanced Wilderness First Aid curriculum. SOLO is an internationally recognized school and the oldest wilderness medicine school in North America, founded in the 1970's. (www.soloschools.com) Learning will not be limited to classroom lectures as we will often move our learning outside to practice hands on scenarios simulating real life responses. Be prepared to be cold and wet but to have fun!

Previous studies:

No prior first aid or medical training is required.

R015 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:

Tikkurila: Camilla Kåla

B0073 Legal English, 5 cr

R0089 Language and Culture Tandem, 5 cr

The student is able to:

The Student is able to

- improve his/her target language skills, especially oral skills
- make observations and get familiar with target (foreign) culture and society
- expand his/her general cultural competence

R0082 Basic Communication in English, 5 cr

The student is able to:

The student

- knows the basics of English grammar
- knows the basics of written and spoken communication
- is able to use study-related and work-related vocabulary
- is able to enhance language skills by making use of a variety of study methods

R0098 Basic Communication in Swedish , 5 cr

The student is able to:

The student is able to:

- know the basics of Swedish grammar
- use study-related and work-related vocabulary
- know the basics of written and spoken communication
- enhance his/her language skills by making use of a variety of study methods

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.

R0091 Business Russian 1, Elementary Level, 5 cr**The student is able to:**

Opiskelija osaa

- huolehtia venäläisistä vieraista työmatkalla tai olla itse vieraana
- toimia erilaisissa yksinkertaisissa työelämän tilanteissa venäjän kielen ja kulttuurin mukaisesti
- tervehtiä ja keskustella kohteliaasti eri tilanteissa
- kirjoittaa tietokoneella venäjäksi ja etsiä tietoa venäläisistä lähteistä

R0092 Liike-elämän venäjä I, jatkotaso, 5 cr**The student is able to:**

Opiskelija osaa:

- huolehtia venäläisistä vieraista työmatkalla tai olla itse vieraana
- toimia erilaisissa yksinkertaisissa työelämän tilanteissa venäjän kielen ja kulttuurin mukaisesti
- keskustella kohteliaasti eri tilanteissa
- kirjoittaa tietokoneella venäjäksi ja etsiä tietoa venäläisistä lähteistä

R0099 Business Russian 1, Native Speaker Level, 5 cr**The student is able to:**

Opiskelija osaa:

- käyttää äidinkieltään venäjää tarkoituksenmukaisesti erilaisissa arki- ja työelämän suullisissa ja kirjallisissa viestintätilanteissa

R0100 Liike-elämän venäjä II, alkeistaso, 5 cr

The student is able to:

Opiskelija osaa:

- hoitaa helppoja työelämän puhelinkeskusteluja
- kirjoittaa yksinkertaisia sähköpostiviestejä ja kirjeitä Venäjälle
- toimia erilaisissa matkustamiseen liittyvissä tilanteissa
- ilmaista mielipiteensä ja keskustella eri asioista

R0101 Liike-elämän venäjä II, jatkotaso, 5 cr

The student is able to:

Opiskelija osaa:

- hoitaa helppoja työelämän puhelinkeskusteluja
- kirjoittaa yksinkertaisia sähköpostiviestejä ja kirjeitä Venäjälle
- toimia erilaisissa matkustamiseen liittyvissä tilanteissa
- ilmaista ja perustella mielipiteensä sekä keskustella eri asioista

R0102 Liike-elämän venäjä II, äidinkielen taso, 5 cr

The student is able to:

Opiskelija osaa:

- käyttää äidinkieltään venäjää tarkoituksenmukaisesti erilaisissa arki- ja työelämän suullisissa ja kirjallisissa viestintätilanteissa

R0103 Liike-elämän venäjä III, alkeistaso, 5 cr

The student is able to:

Opiskelija osaa:

- hakea tarvitsemaansa tietoa erilaisista venäläisistä lähteistä
- neuvotella venäjäksi yksinkertaisissa tilanteissa
- kirjoittaa yksinkertaisia tekstejä, esim. kirjeitä, venäjäksi
- osallistua aktiivisesti keskusteluun venäjäksi eri aiheista

R0104 Liike-elämän venäjä III, jatkotaso, 5 cr

The student is able to:

Opiskelija osaa:

- hakea tarvitsemaansa tietoa erilaisista venäläisistä lähteistä
- neuvotella venäjäksi yksinkertaisissa tilanteissa
- kirjoittaa yksinkertaisia tekstejä, esim. kirjeitä, venäjäksi
- osallistua aktiivisesti keskusteluun venäjäksi eri aiheista

R0105 Liike-elämän venäjä III, äidinkielen taso, 5 cr

The student is able to:

Opiskelija osaa:

- käyttää äidinkieltään venäjää tarkoituksenmukaisesti erilaisissa arki- ja työelämän suullisissa ja kirjallisissa viestintätilanteissa

R0107 Liike-elämän venäjä IV, alkeistaso, 5 cr**The student is able to:**

Opiskelija osaa:

- hoitaa puhelinkeskusteluja venäjäksi
- pitää yksinkertaisia esityksiä eri aiheista venäjäksi
- kirjoittaa ja keskustella erilaisista arki- ja työelämään liittyvistä aiheista

R0108 Liike-elämän venäjä IV, jatkotaso, 5 cr**The student is able to:**

Opiskelija osaa:

- hoitaa puhelinkeskusteluja venäjäksi
- pitää yksinkertaisia esityksiä eri aiheista venäjäksi
- kirjoittaa ja keskustella erilaisista arki- ja työelämään liittyvistä aiheista

R0109 Liike-elämän venäjä IV, äidinkielen taso, 5 cr**The student is able to:**

Opiskelija osaa:

- käyttää äidinkieltään venäjää tarkoituksenmukaisesti erilaisissa arki- ja työelämän suullisissa ja kirjallisissa viestintätilanteissa

V070 PROJECT MANAGEMENT, 15 cr**Description:**

In this module, the students develop their project management skills.

After completing the module, the students understand the significance of projects in developing business operations. They are able to plan and conceptualise projects. They recognize risks associated with projects. They are able to sell projects and obtain the resources needed to implement them. The students are able to implement, manage and supervise projects. They are able to plan and evaluate projects.

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:

Hyvinkää: Tero Uusitalo and Taru Tallgren

B065 STRATEGIC MANAGEMENT, 15 cr

Description:

At the core of the competence the students develop in this module is strategy-based planning, management and development of the organisation's and the staff's activities. The students develop their abilities to manage the organisation's activities over the long term.

After completing this module, the students are familiar with the aspects of strategic development. They are able to anticipate the long-term development targets of the organisation and the staff. The students are able to prepare strategic plans and implement them. The students are able to lead the strategy process productively. They are able to assess the success of the selected strategy. They are familiar with the significance of corporate social responsibility in strategy work.

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:

Moduuli ei ole tarjonnassa.

B052 ECONOMIC GOVERNANCE, 15 cr

Description:

The aim of the module is that students will understand the principles of accounting and financial statements, and the main finance and taxation legislation related to business.

Students will learn how the economy is closely connected to a company's operational procedures improve their cost accounting skills as well as increasing their knowledge of how a company improves its overall business profitability. Students will be able to analyse businesses with the help of financial statements, key numbers and various calculations, and to make use of this information in the company's development and decision-making.

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:

Otanemi: Mika Hentunen

B064 BRAND MANAGEMENT, 15 cr

Description:

The objective of the study module is for the student to be able to lead and represent an organization in marketing and marketing communications.

When the module has been completed, students are able to build a business product / service brand and make the most of the marketing management environment. She/he is able to study and monitor the company's operating environment, follow the brand's development and take appropriate action. She/he is able to compare their own and competing brands, their strengths and weaknesses and exploit them for marketing communications. She/he is able to draw up a marketing strategy, action plan and program, plan a budget and make a follow-up, as well as implementing the whole evaluation process. She/he has a clear vision, of the objectives and understanding of the opportunities and the role of the brand.

You can complete 15-30 credits 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:

Moduuli ei ole tarjonnassa.

B049 LAUREA STARTUP - FROM IDEAS TO BUSINESS, 15 cr

Description:

The core competency produced by the module is the development of various customer-oriented ideas and commercialization in a multi-disciplinary learning environment. Students have the opportunity to launch their own business, develop their own existing business or commercialise products and services in their own field. The purpose of business development could also be internationalization or analyzing different sources of finance and financial planning.

After having completed the module, students will be able to innovate, develop and design customer-oriented products and services, as well as to productise and commercialise them. They will attain the needed information and skills for starting a business. Students will understand the sales process connected to goods or services and will be able to take care of customer relationships effectively. They will be able to design and implement targeted marketing communications.

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:

Hyvinkää: Maija Huhta

Tikkurila: Anu Lindström

Lohja: Riku Riski

R021 MARKETING COMMUNICATION AND SALES SKILLS, 15 cr

Description:

After completing the module, the student will be able to communicate the value of a product or service to customers. The student will be able to plan marketing messages targeted at specific groups. He/she will be able to use different marketing channels. The student will be able to use the possibilities offered by digital media in marketing. He/she will be able to use a customer-centric and interactive approach in sales situations.

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:

Moduuli ei ole enää tarjonnassa.

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.

B0286 Graphic Design, 5 cr

The student is able to:

The student

- masters the basics of the desktop publishing design and the most common programs
- knows how to use the basic tools in InDesign desktop publishing program and how to apply them also in larger publications.
- knows the most important features in the photo processing.

B045 COMPETENCE IN PUBLIC LAW, 30 cr

Description:

The core of the competence created in the module consists of identifying the structures of the judicial system and applying them in various work-related situations.

After completing the module, students are able to list the basic principles of the Finnish judicial system. Students can define the fundamentals of both European law and constitutional law and apply the norms of tax law and administrative and municipal law. Students are able to apply the norms of labour law, the collective agreements system and the law on public service. Students are familiar with the fundamentals of judicial procedure and criminal law. In addition, students achieve the level of Swedish language competence required from public servants.

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:

Hyvinkää: Irma Pahlman

B0211 Administrative and Municipal Law, 5 cr**The student is able to:**

The student is able to

- understand the hierarchy and significance of the legal sources of administrative law and apply what they have learnt in their decision-making to good governance.
- understand the administrative functions and principles for operational decisions
- apply the topical, gradual and regional division of competency in State administration in their work.
- understand the key content of the Administrative Procedure Act, the Administrative Judicial Procedure Act, as well as the Local Government Act and be able to apply legal norms in practice in working life.
- understand administrative-legal principles and their significance

B0212 Constitutional and EU Law , 10 cr**The student is able to:**

The student is able to

- understand the principles of constitutional law, the operations of higher State bodies and decision-making, as well as selection processes
- understand the creation and development of the European Union as well as the content and significance of European law, and be able to apply what they have learnt in their legal decision-making
- take into consideration in their work the Finnish constitutional system as well as the significance of the most important features of human rights treaties
- apply what they have learnt each year in annually changing public law themes (e.g. tax law, public procurement, social rights).

B0214 Criminal Law and Procedural Law , 10 cr**The student is able to:**

The student is able to

- understand the basic concepts of criminal and procedural law
- understand the starting points for the system of criminal offences and system of penalties
- work in ancillary activities in the legal area

B0216 Swedish for Legal Expertise , 5 cr

The student is able to:

The student is able to

- understand the key legal vocabulary in Swedish and be able to make use of Swedish-language sources of information
- operate properly in the Swedish language both orally as well as in writing in different legal environments and to attain at least the Common European Framework B-1 skill level.

B046 COMPETENCE IN PRIVATE LAW, 30 cr

Description:

Applying the principles of private law in practical work-related situations is located at the core of the competence produced by the module.

After completing the module, students are able to apply the norms of company law and commercial law in their work. Students are familiar with the basics of family and inheritance law. They are capable of solving situations associated with debt collection and insolvency in their work and are able to critically obtain and apply legal information from reliable sources. Students have a command of English of the level required from individuals working in the sector.

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:

Hyvinkää: Johanna Aalto

B0227 Insolvency Law, 5 cr

The student is able to:

The student is able to

- apply legislation related to recovery and insolvency procedures, and to act in a manner required by their duties for example carrying out work related tasks for enforcement agencies or companies.

B0228 Family and Inheritance Law , 5 cr

The student is able to:

The student is able to

to understand the fundamental principles of family law

to identify the main issues concerning the law

to apply family laws and regulations

B0230 Contract and Law of Obligations, 5 cr

The student is able to:

The student is able to

- understand the concepts and principles of contract law and liability law
- identify the key contractual risks and to prevent problems associated with the contractual system
- draw up the necessary basic contracts needed in business operations
- understand particular issues related to real estate
- assess the consequences for damages and breach of contract

B0231 Labour Law, 5 cr

The student is able to:

The student is able to

- apply key legislation related to labour relations and to anticipate challenging labour law situations
- apply legal norms related to key public service positions, especially the position and rights of public servants
- apply legislation related to the occupational safety and health of employees and officials, pensions and legislation related to privacy protection
- be familiar with the labour and collective bargaining system

B0232 Corporate and Finance Law , 5 cr

The student is able to:

The student is able to

- understand the main concepts and principles of corporate law and to be able to apply these in practical working life.
- apply the corporate legal norms related to partnerships and limited liability companies
- draw up corporate legal documents and company trade register notifications.

B0292 Legal Research Studies, 5 cr

The student is able to:

The student is able to

- evaluate and critically analyse legal research
- apply legal research to their working life development as well as other practical fields
- choose an applicable approach to legal research
- understand legal research aspects within the context of being a University of Applied Sciences student
- conduct and develop research within a legal environment
- deepen her/his capabilities in accordance to annually changing themes

Contents of the study unit:

Core issues of the study unit:

- Analysis of a current legal theme and applying research methods to study cases;
- Different research methods and choosing the best method to each research and development project;
- The collection, analysis and critical evaluation of legal information;
- The special features of legal research;
- Principal features of legal research within the context of being a University of Applied Sciences student

R005 EARLY CHILDHOOD EDUCATION COMPETENCE, 30 cr

Description:

In this module, the students develop their specific and multi-disciplinary pedagogical competence and expertise in early childhood education. The students build up competence that supports a child's individual and communal growth, development and learning. The students become experts of education, care and teaching in the area of early childhood education. After completing this module, the students may take on a leading role in a team of educators and act as an educational partner in multiprofessional networks. The studies contained in this module are part of the study path leading to the competence of a kindergarten teacher.

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:

Otaniemi: Virpi Lund

Tikkurila: Maarit Koskinen

Hyvinkää: Maire Antikainen

R0093 Diversity and Special Nature of Early Childhood Education, 10 cr

The student is able to:

The student is able to:

- assess a child's individual needs for growth, development and learning
- work in a goal-oriented manner and as required by the child's needs for special support and development
- work for a child in cooperation and in a family-oriented way in multiprofessional networks
- apply his/her competence in early childhood education in work, respecting the strengths of different children, families, cultures and views of education

R0094 Pedagogical Competence in Early Childhood Education, 10 cr

The student is able to:

The student is able to:

- analyse the value base, aims and underpinning knowledge of early childhood education
- take a child's characteristic ways of acting into account in education
- recognize the significance of inclusion, communality and dialogical interaction in a child's growth, development and learning
- create preconditions for an educational partnership and cooperation

R0095 Competence in Guiding Early Childhood Education Activities, 10 cr

The student is able to:

The student is able to:

- plan, guide and evaluate pedagogical activities and operational environments that meet the needs of children and groups of children
- apply functional and creative methods in education
- reflect upon an educator's actions and his/her own view of education

B066 SOCIAL WORK WITH ADULTS, 15 cr

Description:

The module develops the theoretical and methodological competence the students need in social work with adults. In the study units of this module, the students improve their capabilities of using and applying methodological approaches to different people in different life situations to support their inclusion.

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:

Otaniemi: Kaijus Varjonen

B0283 Psychosocial Rehabilitation, 5 cr

The student is able to:

The student is able to

- analyse the individual, community-related and social factors in the background of vulnerability and exclusion
- take into account and recognize the multifaceted nature of vulnerability and exclusion
- recognize and analyse various theoretical orientations and working methods of psychosocial rehabilitation
- understand psychosocial rehabilitation as work that aims to change society

B0284 Guidance Discussion as a Tool for Social Work with Young People and Adults , 5 cr

The student is able to:

The student is able to

- apply and use the methodology and working methods of a guidance discussion in work with young people and adults

B0285 Functional and Creative Methods in Social Work with Young People and Adults , 5 cr

The student is able to:

The student is able to

- apply, draw on and use functional, creative and art-based methods in social work with young people and adults

B044 CLIENT-ORIENTED GUIDANCE , 30 cr

Description:

The students complement and improve their skills in planning, developing and evaluating customer-oriented nursing and assessing its quality. They complement their expertise and ability for professional decision-making in various operational environments for nursing.

After completing this module, the students are able to use various guidance methods in a customer-oriented manner. They follow up-to-date nursing programmes and recommendations and apply evidence-based knowledge, and assess the quality, productivity and impact of their activities. They implement and give guidance in safe pharmaceutical care in varying nursing situations. Their competence is based on knowledge of the nursing science and sciences that support it.

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.

B0277 Client-oriented Nursing and Guidance in Mental Health Work , 10 cr**The student is able to:**

The student is able to

- create a cooperation relationship based on reciprocity and partnership to support the patient and the customer
- guide customers in promoting and fostering good mental health
- apply evidence-based practices and take part in developing them
- develop their work, their work communities and their field in reflective, multiprofessional partnerships and networks
- examine the justifications of their activities critically and relying on work guidance

B0278 Guidance and Advice in Intoxicant Abuse Work , 5 cr**The student is able to:**

The student is able to

- deepen their knowledge of intoxicants, their mechanisms of action and their health impacts
- reflect upon their attitudes towards intoxicant use
- bring up customers' intoxicant abuse problems and make them aware of the need to change their intoxicant use habits
- guide and support a customer using the methods of rehabilitative intoxicant abuse work

B0279 Client-oriented Nursing and Guidance in Acute Nursing , 10 cr**The student is able to:**

The student is able to

- plan, implement and evaluate their working methods in compliance with up-to-date guidelines, recommendations and evidence-based knowledge
- evaluate the effectiveness and impact of various treatment and guidance methods
- observe development needs in nursing and plan, implement and evaluate development measures
- act as experts of nursing in critical customer situations
- act as experts of nursing in demanding pharmacological care and in guiding patients in pharmacological care

B0280 Domestic and Intimate Partner Violence , 5 cr**The student is able to:**

The student is able to

- consider the health-related and social consequences of domestic and intimate partner violence

- recognize the fact that domestic and intimate partner violence is part of the field of activities in health care and social care system
- pick up on possible signs of violence in customer contacts
- guide and support persons having experienced domestic and intimate partner violence as a key part of their professional activities
- use a network-based work approach in their profession to prevent and treat family and intimate partner violence.

B0281 Work Placement that Promotes Professional Skills , 5 cr

The student is able to:

The student is able to

- profile and improve their competence in authentic operational environments for nursing
- develop their capability to assist, support and guide individuals, communities and families in empowerment, independent coping and a meaningful life
- take part in evidence-based decision-making, constructively reflecting upon their thoughts in multiprofessional team work
- promote their awareness of their own personality and of how they can use it to help the customer in their work

B0282 Nurse's Work at a Surgery in Local Services , 10 cr

The student is able to:

The student is able to

- promote national health by applying and developing further evidence-based and empowering guidance methods
- recognize population groups that need particular support, are able to plan the promotion of their health
- promote independent care by patients with multiple and long-term illnesses and their families
- implement multiprofessional and cross-sectoral cooperation and a network-based work approach in local services
- apply online guidance services as part of their work

B067 SUPPORTING FAMILIES, 15 cr

Description:

In this module, the students improve their skills in customer work aiming to support families and parenting. The students also improve their competence in methodology use and, in this context, their capabilities of planning, evaluating and developing child and family oriented activities

You can complete 15 to 30 credits 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.

B0287 Diverse Family, 5 cr

The student is able to:

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 take
- to use the network- and resource-centred work methods to support the family

B0288 Child Protection, 5 cr

The student is able to:

Student is able to

- carry out the principles and obligations of the Child Welfare Act in their work.
- recognise and appreciate the needs for child protection

B0289 Working with the Child and Special Support Needed by the Child, 5 cr

The student is able to:

Student is able to

- work with children
- recognise the special support needs of the child and is able to support him/her