

LAUREA UNIVERSITY OF APPLIED SCIENCES

Täydentävä osaaminen (amk-tutkinto), Laurea Kerava, TOE15SY

INTRODUCTION TO LAUREA

Laurea's Mission

The strategic intent of Laurea University of Applied Sciences is to be "an international developer of well-being and competitiveness of the Helsinki Metropolitan area in 2020".

Laurea is a student-centred, international, inspiring and innovative university of applied sciences whose mission is to conduct education, research, development and innovation activities in international value networks following the action model of Learning by Developing (LbD).

The students will encounter authentic workplace actors and their competence will be challenged during their studies. A student graduating from Laurea will be able to act in new situations, anticipate future trends, develop new operating models and examine the world with open eyes. Laurea's mission is to be an internationally networked university of applied sciences with an operating method that creates links between learning and the working life. This way, new competence will be produced and service innovations generated.

Competence Development

At Laurea our focus is on the student, emphasising the student's freedom and responsibility. The students are offered an opportunity to develop their competence as required by their professional goals. Freedom means that the learning outcomes may be achieved through different modes of studying. Responsibility means an active approach to studying, responsibility for your own choices and a constructive and motivated attitude towards doing things together. Laurea's staff is responsible for supporting and guiding the student's professional growth.

Internationality at Laurea means numerous opportunities for being active in various multicultural settings, developing your language skills, going on student exchanges and taking part in international research and development (R&D) projects.

Laurea's strategic research areas are based on strong expertise on which the education offered by Laurea is based. Strategic research areas are health and societal integrity, comprehensive security and service business. Student entrepreneurship is supported and entrepreneurship is visible in Laurea's activities not only as an entrepreneurial attitude and cooperation with companies but also as concrete new businesses that the students may set up even before completing their studies.

Laurea produces experts for the future who can develop their own work, are professionally committed and have capabilities for serving in expert tasks in their own fields.

The education aims for an extensive and strong professional competence. Workplace driven projects also develop management competence, communication skills, creativity and ethical competence. The graduates will have capabilities for following and promoting the development of their professional fields and for continuous improvement of their personal professional competence. The education imparts the students adequate communication and linguistic skills for tasks in their fields as well as for international activities and cooperation.

LEARNING BY DEVELOPING (LbD)

Laurea's inspiring and innovative learning environments are based on the model of Learning by Developing. The idea of Learning by Developing is built around authentic encounters with the working life. The ensuing cooperation is based on trust and creativity.

The students learn to identify targets for workplace and competence development, to create new solutions, products and operating models and to develop their own action in observance of changing workplace requirements. The typical characteristics of LbD include authenticity, partnership, experiential nature, creativity and a research-oriented approach.

Learning by Developing combines learning that produces competence with creativity through various research and development projects. Learning builds on new opportunities that open up as the project progresses. The required competence is accumulated through practical activities in various workshops and labs.

DEGREE STRUCTURE IN EDUCATION LEADING TO A UNIVERSITY OF APPLIED SCIENCES DEGREE

Scope and Extent of the Degree

The scope of a Bachelor's degree in Business Administration, Hospitality Management, Beauty Care, and Health Care (physiotherapist, nurse) is 210 credits, and it takes on average 3.5 years to complete. The scope of a Bachelor's degree programme in Health Care (public health nurse) is 240 credits, and it takes on average 4 years to complete.

In line with the international ECTS standard, one credit corresponds with 26.7 hours of work for an average student.

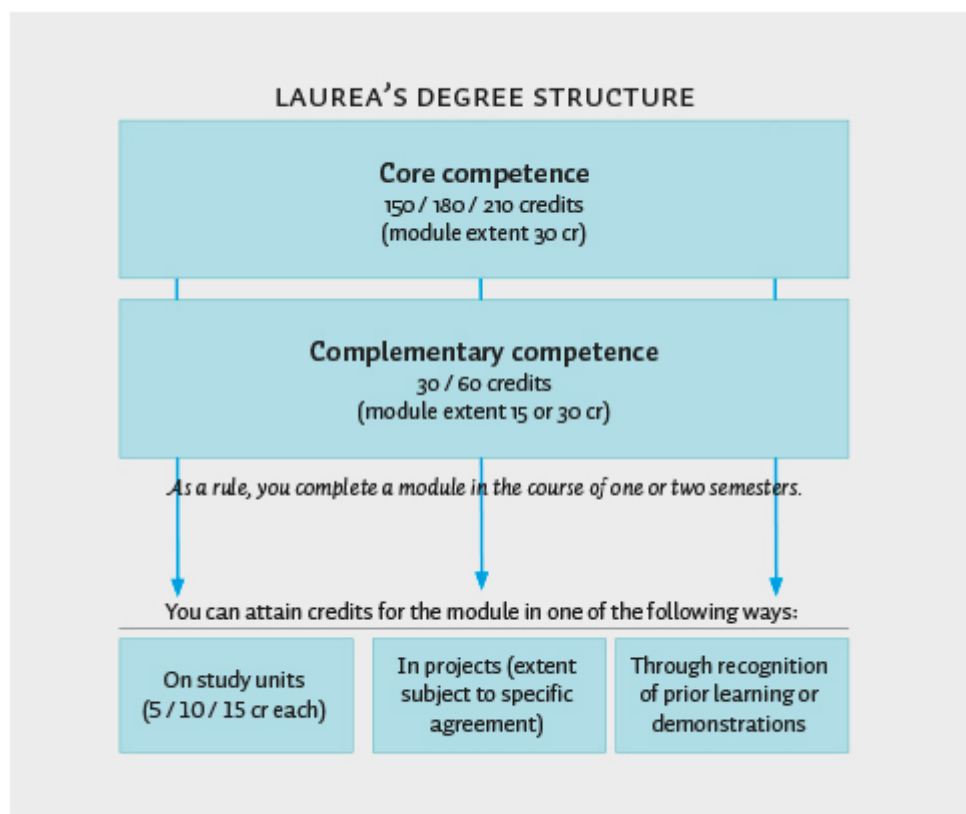
Degree Structure

The degree studies at Laurea consists of core competence and complementary competence modules. The modules comprise competence areas that are part of the degree. Core competence modules impart competence that is part of the degree's compulsory requirements. Complementary modules make it possible to deepen or extend your knowledge.

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.

In practice, credits are attained when the student complete study units that are part of the module or engage in projects in which the corresponding competence area is develop (see picture 1). Credits can also be gained through recognition of prior learning or demonstrations.

The modules have been designed so that they can mainly be completed in the course of one or two semesters. Studies 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 offering.



Picture 1. Structure of the studies.

Core Competence and Complementary Competence Modules

Core competence modules lay the foundation for the competence required for a degree and are compulsory. The scope of the core competence varies depending on the degree:

- 150 credits for a Bachelor of Business Administration, a Bachelor of Hospitality Management, a Bachelor of Social Services, a Bachelor of Health Care (physiotherapist) and a Bachelor of Beauty Care degree
- 180 credits for a Bachelor of Health Care degree (nurse)
- 210 credits for a Bachelor of Health Care degree (public health nurse)

The scope of **core competence modules** is 30 credits. The modules contain the following types of studies: basic studies, professional studies, practical studies and a Bachelor's thesis.

The remaining part of the degree consists of **complementary competence modules**. Depending on the degree, the scope of the complementary competence thus is 30 or 60 credits. The scope of a module is either 15 or 30 credits. The modules can be freely selected. Complementary competence modules support individual study paths and competence. You can include in your degree complementary competence modules that are compatible with your professional goals. The compatibility of the elective studies with your degree will be subject to prior agreement with your teacher tutor.

Complementary modules include the following types of studies: professional studies, practical studies and elective studies.

Flexible Possibilities for Completing Attainments and Specialising

At Laurea, there are flexible possibilities of building up the competence specified in the modules' learning outcomes. For example, the student can

- select core competence studies offered on Laurea's different campuses

- select complementary competence modules that support your professional goals in Laurea's various campuses
- select English studies from Laurea's offer of English education, even if you are studying in Finnish education,
- select Finnish studies from Laurea's offer of Finnish education, even if you are studying in an English education.
- select studies taught in Finnish from Laurea's offer of Finnish education
- include in your degree studies offered by the offer of the FUAS Federation that is from HAMK University of Applied Sciences and Lahti university of Applied Sciences, without paying fees
- select online studies that give you more flexibility in your study schedules, and
- develop your competence by taking part in projects and
- utilize work-based learning.

The study unit implementation plans specify the objectives, content and implementation form of the studies.

The development of a student's individual competence is also supported by campus modules, the contents of which emphasise the special competence areas of the campuses. In addition, you can deepen or extend your competence by your selections of complementary competence modules, placements and the theme of your thesis, and by participating in various projects. Career guidance will be provided to support a student on his or her study path.

ASSESSMENT OF LEARNING AND COMPETENCE

In the curriculum, the learning outcomes are described as the learner's actions, so that the development of competence can be assessed with reference to the set goals. Competence is identified as knowledge, skills and values related competence as well as experiential competence that includes the competence of an individual and a community. The competence descriptions in the curriculum draw on Bloom's taxonomy, where the development of competence is described at six different levels: knowledge, comprehension, application, analysis, synthesis and evaluation/creativity.

Following Laurea's LbD model, it is expected that the learner's competence will develop from the level of application to the level of creativity in the course of the education. Laurea's description of shared general criteria for workplace competence is based on the National Quality Framework. General workplace competence develops as the students complete modules and study units and participate in projects.

Table 1. Shared criteria for generic working life competence at Laurea

Description of competence	Learning outcome	Examples
REFLECTION COMPETENCE <i>learning skills (EQF)</i> Assessment and development of the learner's personal competence and that of others in order to achieve the learning outcomes	• is able to solve problems associated with his/her role, operating methods and competence in a goal-oriented manner to reach a target	• changes his/her operating methods and role, and develops his/her competence as the development process progresses in order to reach the objectives and the goal set for the project. • brings up the views put forward by experts that he/she appreciates as the project progresses
	• is able to analyse the implemented operating methods and the actors' competence and, based on this analysis, is able to draw conclusions together with other actors in order to achieve a shared goal	• in a goal-oriented manner, compares different perspectives together with other project actors
		• models a development project as a whole from the perspective of impact

	is able to compare and develop the operating methods of various actors, the set objectives and goal and the entire process, and to create a new operating model	
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ETHICAL COMPETENCE	- is able to follow the principles of equality and fairness - is able to apply the underpinning values and principles of vocational ethics typical of his/her field to his/her actions - is able to apply the principles of sustainable development (environmental, social and financial responsibility) - acts as a responsible global citizen	- follows the agreed operating methods - is considerate to others, gives space to other people's ideas and listens - complies with the rules (including schedules), is committed to work, is careful, reliable and fair, respects the work of others, shows discretion and behaves appropriately in each situation - understands that local actions may also have international impacts and vice versa
	- accepts responsibility for his/her own actions - accepts responsibility for the actions of the group	- recognizes conflicts associated with choices - compares and takes into consideration different viewpoints, is able to let go of selfish needs in order to achieve a common good - shows appreciation for the work and outputs of others, for example by citing the original sources
	draws on his/her competence to have an impact in society (LbD regional development)	designs/develops customer/client-oriented and sustainable solutions including a financial, social and environmental aspect

COMMUNICATION COMPETENCE (IN WORK COMMUNITY) <i>The student is able to act appropriately in various work-related communication and interactive situations: the student uses diverse communication channels in various situations, exchanges messages and maintains interaction with others.</i>	is able to communicate appropriately in interactive situations of the work community and communicate in inter-cultural situations	- observes the communication requirements and capacities of the project - by his/her personal action, promotes a constructive atmosphere (appropriate, constructive criticism) - values, listens to and respects different communicators and cultures and linguistic diversity - applies his/her communication competence to different people - communicates in a foreign language - uses ICT in his/her tasks
	is able to communicate responsibly as part of a multi-disciplinary work community / network	- communicates to promote well-being in the community - acts as an active and goal-oriented partner in cooperation and networks globally

	• is able to organise communications in a work community • is able to evaluate communication competence needed in multicultural cooperation • is able to evaluate the impacts and possibilities of internationalisation development	• shares information and takes initiative in disseminating information on the project's progress using various communication channels • finds solutions to communication challenges • constructs and organises network partnerships in cooperation with project actors
	• is able to renew communication modes • is able to direct communications • is able to develop working life connections and networks • is able to have an impact in society by communicating about project outcomes	• has the courage to challenge him/herself and others to act • tolerates uncertainty, incompleteness and the possibility of failing in communication situations • acts professionally, interprets and controls emotions in critical interactive situations • builds and develops online partnerships independently • uses renewing modes of communication

INNOVATION COMPETENCE	• is able to identify elements needing change in working life / a project • is able to use appropriate project and R&D methods • is able to apply a development-oriented work approach in an RDI project	• obtains and processes knowledge in his/her field in relation to the RDI project • brings up practicable development ideas emerging from the project
	• is able to organise an RDI project • is able to analyse and interpret an innovation process applying existing international knowledge	• documents and reports: describes knowledge or operating methods that renew working life in line with the project targets • brings up international standards and practices relevant to the field and follows them • has the courage for constructive questioning
	• is able to create new working methods by using creative problem-solving and finds customer/client -oriented, sustainable and cost-effective solutions	• suggests and implements solutions bravely and creatively, justifies his/her point of view • has visions of future (foresight, ability to also see the past) • is creative

MANAGEMENT COMPETENCE Management comprises goal-oriented, interactive social activity. Management guides the way people act. The aim of management is that a group	• is able to draw on the basics of management and entrepreneurial operation as part of project work	• recognizes his/her role in order to manage his/her own actions in the project • identifies the goals of the project and sets goals for him/herself
	• is able to lead a development project as a Project Manager	

	is able to promote a communal spirit among those participating in a development project by personal example	- draws up a project plan (legal and financial aspects) - communicates about decisions and project changes, solves communication and interaction problems - plans and implements a budget - organises project activities and allocates responsibilities and tasks to actors - supports the actors' development as Project Manager - makes decisions in unexpected situations - identifies risks and takes steps to find a solution - monitors and evaluates the project in comparison to the plan
	- is capable of proactive management - is able to generalise management competence produced in a development project in working life development	- has visions of future - renews management culture

Study units are graded on a scale of 0 to 5, as follows:

5 (Excellent),
4 (Good),
3 (Good),
2 (Satisfactory),
1 (Satisfactory) and
0 (Fail).

Some study units or parts can also be graded simply as Pass/Fail (H/0).

The students will be informed of the criteria for assessing competence at the beginning of each study unit/project. In the planning of the assessment, shared assessment criteria applicable to initial stage and graduation stage students are utilised, with shared descriptions for levels 1, 3 and 5.

Table 2. Shared assessment criteria for initial stage and graduation stage students

BACHELOR'S DEGREE	INITIAL STAGE STUDENTS	GRADUATION STAGE STUDENTS
EXCELLENT grade 5 Students are able to:	- Apply professional concepts expertly. - Comply with occupational safety instructions responsibly and independently. - Justify activities using research knowledge.	- Apply professional concepts expertly and extensively, and manage the big picture. - Develop occupational safety of their operating environment. - Develop operating methods by comparing, combining and selecting research knowledge.

	• Work independently and take initiatives in line with objectives. Operations are often flexible, systematic, development-oriented, creative and active. • Select the appropriate techniques and models for activities, and justify the choices. • Act in customer/client-oriented ways and according to the situation. • Promote group activities. • Able to critically apply ethical principles in the subject field in one's conduct and tasks.	• Work independently and innovatively in line with objectives. Activities are mostly creative, focused on developing the workplace and distinctly professional. • Select, combine and develop appropriate techniques and models for activities. • Take initiatives and act responsibly in customer/client relations, and understand the meaning of customer/client relationships for the big picture. • Develop and renew activities of multidisciplinary teams. • Critically apply ethical principles in the subject field in complex and unanticipated situations.
GOOD grade 3 Students are able to:	• Apply professional concepts systematically. • Apply occupational safety instructions in their activities. • Justify, compare and analyse their activities using general guidelines. • Able to cope independently in different tasks in each operating environment. • Apply acquired techniques and models diversely. • Act professionally in customer/client situations. • Work in a group in line with objectives. • Justify their activities in accordance with ethical principles..	• Apply professional concepts expertly. • Take care of occupational safety for themselves and the work community, and perceive development objects. • Select methods of operation in accordance with research knowledge and guidelines. • Work systematically and critically in line with objectives in complex situations. Operations are often flexible, systematic, creative and active. • Select the appropriate techniques and models for activities, and justify the choices. • Prioritise and maintain customer/client relationships. • Promote group activities. • Critically apply ethical principles in the subject field in one's conduct and tasks.

SATISFACTORY, grade 1 Students are able to:	• Apply most important/individual and appropriate professional concepts, and indicate their familiarity with the knowledge base. • Act safely, although activities are often schematic/ experimental/ fumbling/ self-involved. • Comply with rules and instructions, and justify their activities using provided instructions. • Act appropriately under guidance. • Use acquired techniques and models.	• Apply professional concepts systematically. • Comply with occupational safety instructions responsibly and independently. • Justify and analyse their activities using general guidelines and in accordance with evidence-based information. • Act professionally and responsibly in unanticipated customer/client and problem situations.
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	• Take customers/clients into account in their actions. • Act as group members. • Act in accordance with ethical principles.	• Work independently in different tasks in each operating environment. • Apply acquired techniques and models diversely. • Act in customer/client-oriented ways and according to the situation, and understand customer/client needs. • Work in a group in line with objectives. • Act and justify their activities in accordance with ethical principles.
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The assessments draw on the students' self and peer assessments and the assessments of employer representatives. The students can also avail themselves of recognition of prior learning (RPL). Assessment helps the students to monitor the development of their competence and the achievement of their personal goals in relation to the competence requirements set for the degree.

INTERNATIONAL COMPARABILITY OF THE DEGREE

Competence is at the centre of all activities at Laurea, and we recognize competence in a comprehensive sense. General working life capabilities specified at the national level and defined in greater detail at Laurea have been taken into account in the degree contents.

The level of the degree corresponds with level 6 of the National Qualifications Framework (NQF) and level 6 of the European Qualifications Framework (EQF).

In the curriculum, the learning outcomes of a study unit are described for level 3, good skills, on the assessment scale (1-5).

CURRICULUM DEVELOPMENT

The curriculum is developed by using evaluation, monitoring and feedback data. Changes may occur in the study units and implementation modes of the modules. 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.

1. year

Y	CORE COMPETENCE	
T	COMPLEMENTARY COMPETENCE	209
R015	LANGUAGE SKILLS AND INTERNATIONAL COMPETENCE	
R0126	Going Abroad	
R0082	Basic Communication in English	5
R0098	Basic Communication in Swedish	5
R0086	Focus on the Nordic countries	5
R0118	Basics of German 1	
R0119	Basics of German 2	
R0125	Working German 1	5
R0120	Working German 2	
R0096	Working Spanish 1	5
R0097	Working Spanish 2	
E263	SOFTWARE DEVELOPMENT	
E9971	Object-oriented Programming	5
E9969	Software Testing	5
E9970	Applied Programming	5
E9955	Introduction to Linux Operating System	5
E262	DESIGN AND IMPLEMENTATION OF MEDIA ELEMENTS	
E9966	Hypermedia	5
E9967	Audiovisual Production	5
E9968	Tools for Graphic Design	5
E265	SMALL ENTERPRISE BUSINESS	
E9978	Social Media Marketing	5
E9979	Interactive Marketing and Sales	5
E9980	Motivated Personnel as a Company Resource	5
E9981	Customer Relationship Management	5
E9982	Budgeting	5
E9983	Internal Accounting	5
0386	ONLINE BUSINESS	
E9988	E-Logistics	5
E9992	Creating Customer Centric Website with WordPress.org	10
E9986	Building a Website Utilising a Content Management System	5
E9987	Target Group-based Content Production	5
E9937	The Internet Economy, Business Models and Strategies	5
V111	ENTERPRISE SYSTEMS SUPPORTING BUSINESS PROCESSES	
V1546	Enterprise Systems	5
V1547	Enterprise Architecture and IT Governance	5
R027	GUIDANCE AND EXPERTISE TRAINING	
01469	Student Tutor Activities	5
R020	OTHER COMPLEMENTARY COMPETENCES	
R0074	Basic Studies in Mathematics	5
A9163	Modelling of Digital Services	10

A9165	Usability Testing and Evaluation	5
E0139	Logistics Project	5
E0134	Process Management and Activity-Based Costing	5
01473	Business Online Visibility	5
01516	Research Orientated Approach to Development	5
R0158	Anatomy and Physiology	3
R0127	Geriatrics	1
R0148	Surgery and Anesthesiology	2
R0128	Medical Imaging	0,5
R0135	Pediatrics	1
R0129	Microbiology and Pathophysiology	2
R0147	Gynecology and Obstetrics	1
R0131	Nutrition	1
R0159	Psychiatry	1
R0134	Internal Medicine	1,5
E0137	Logistics Information Systems	5
A882	RETAIL AND ENTREPRENEURSHIP STUDIES	
A9402	Retail Trade Environment and Competitive Tools	5
A9403	Personnel and Management	5
A9404	Indicators and Management	5
		209

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

R0126 Going Abroad, 3 cr

The student is able to:

The student is able to

- function and communicate successfully in interactive situations of the international study and/or work community
- communicate in intercultural situations
- recognize different stages of culture shock
- fill and compile documents related to mobility
- take into consideration health, safety & security issues abroad
- tell about Finnish culture and education system and studying in Laurea

Previous studies:

Prerequisites: having been accepted to go on exchange or placement abroad.

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

R0086 Focus on the Nordic countries , 5 cr

The student is able to:

The student is able to:

- recognize the special characteristics in Nordic politics, economy, society and ecology and communicate both in writing and orally
- communicate in writing and orally about current Nordic issues
- put his/her own profession and education into a Nordic perspective
- alternatively apply and utilize his/her language skills in a Nordic project

R0118 Basics of German 1 , 5 cr

The student is able to:

The student is able to:

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

R0119 Basics of German 2 , 5 cr

The student is able to:

The student is able to:

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

R0125 Working German 1 , 5 cr

The student is able to:

The student is able to

- communicate in common workplace situations
- write clear general texts using tools
- recognise typical cultural characteristics of the areas where the language is spoken
- know the main professional vocabulary related to their fields
- use and deepen basic language skills acquired earlier

R0120 Working German 2 , 5 cr

The student is able to:

The student is able to:

- use the terminology of their fields verbally and in writing
- deepen their cultural knowledge, particularly in workplace situations
- make use of various information sources related to the language in their own fields

R0096 Working Spanish 1 , 5 cr

The student is able to:

The student is able to:

- communicate in common workplace situations
- write understandable general texts using tools
- know the main professional vocabulary related to their field
- use and deepen his/her basic language skills acquired earlier
- recognise typical cultural characteristics of the areas where the language is spoken

R0097 Working Spanish 2 , 5 cr

The student is able to:

The student is able to:

- use the terminology of his/her own field both orally and in writing
- deepen his/her cultural knowledge especially in situations related to working life
- make use of various sources of information related to the language area in his/her own field

E263 SOFTWARE DEVELOPMENT, 15 cr

Description:

Student can act in different roles in software development process. Student is able to use different methods and tools for software design, implementation and testing. Student can apply his/her programming skills in practice.

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.

E9971 Object-oriented Programming, 5 cr

The student is able to:

The student is able to

- Apply the principles of object-oriented programming in software development
- Design object-structured applications using standard imaging techniques
- Make use of application libraries in software development

E9969 Software Testing, 5 cr

The student is able to:

The student is able to

- explain basic concepts, principles and terms of testing
- design test cases in different testing environments
- run functional and non-functional testing
- apply different testing methods and techniques
- report the results of testing reasonably
- analyze the relevance of testing
- sort different roles and tasks in software testing and understand their meaning

E9970 Applied Programming, 5 cr**The student is able to:**

Opiskelija osaa

- toteuttaa ja testata sovelluksia työpöytä-, palvelin- ja verkkoympäristössä
- soveltaa ohjelmointitaitoja käytännön projekteissa
- hyödyntää muuttuvia ohjelmistokehitysympäristöjä
- kehittää ongelmanratkaisutaitojaan erilaisissa ohjelmointiongelmassa

E9955 Introduction to Linux Operating System , 5 cr**The student is able to:**

The student is able to

- install Linux operating system
- modify OS according to requirements
- use desktop and command line interface
- create, modify and delete files and folders
- create command line scripts
- automate and schedule scripts
- maintain the system and its data security

Study unit description:

Kurssilla perehdytään Linux-käyttöjärjestelmän rooliin sekä mahdollisuuksiin osana yritysten tietojärjestelmiä. Kurssin aikana opiskelija tutustuu Linux-pohjaisten työasemien ja palvelimien käyttöön ja hallintaan. Aiheita ovat mm. käyttöjärjestelmän asentaminen ja konfigurointi, erilaisten palveluiden/palvelimien asennus ja ylläpito, tavallisimpien sovellusten käyttö, varmuuskopiointi, tietoturva-asiat sekä yksinkertaisten komentoriviohjelmien tuottaminen.

E262 DESIGN AND IMPLEMENTATION OF MEDIA ELEMENTS, 15 cr**Description:**

Student can use different tools and methods of multimedia production. Student is able to improve working methods according to requirements of different media projects. Student is able to research and develop application usage in order to fulfill business requirements.

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 in the study offering.

E9966 Hypermedia, 5 cr

The student is able to:

The student is able to:

- creatively implement media elements using digital image, audio and video
- create vector graphics and animation and make use of them in digital media
- attach functionality and interaction to animation
- use common tools and methods in production process
- utilize latest technologies in creating digital media

E9967 Audiovisual Production , 5 cr

The student is able to:

The student is able to

- create, edit and save audiovisual material
- utilize common production devices
- recognize distribution requirements for audiovisual material using different media forms
- design and manuscript audiovisual production

E9968 Tools for Graphic Design, 5 cr

The student is able to:

The student is able to

- use a wide range of features of digital image processing software
- create visually advanced graphical elements
- create different types of 3D animations.
- design and produce animation as part of web pages.
- combine sound with animation

E265 SMALL ENTERPRISE BUSINESS, 30 cr

The student will be able to:

käyttää nykyaikaisia markkinointivälineitä potentiaalisten asiakkaiden hankintaan

hallinnoida pientä yritystä

palkata työntekijöitä ja huomioida työntekijöiden palkkaamisen vaikutukset omaan yritystoimintaansa

suunnitella ja arvioida yrityksensä toimintaa myös taloudelliset näkökohdat huomioiden

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:

Kerava: Tiina Turku

E9978 Social Media Marketing, 5 cr

E9979 Interactive Marketing and Sales, 5 cr

E9980 Motivated Personnel as a Company Resource, 5 cr

The student is able to:

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E9981 Customer Relationship Management, 5 cr

E9982 Budgeting, 5 cr

E9983 Internal Accounting, 5 cr

The student is able to:

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0386 ONLINE BUSINESS, 15 cr

Description:

Moduulin opinnoissa tavoite on kehittää verkkoliiketoimintaosaamista, kykyä arvioida tietyn liiketoimintamallin siirtämistä e-businekseen sekä tehdä yksinkertaisia verkkoliiketoimintalustoja.

Moduulin suoritettuaan opiskelija osaa käyttää logistiikan informaatiojärjestelmiä, luoda sisältöä verkkosivuille sekä rakentaa yritykselle verkkosivut.

Responsible persons:

Not offered anymore.

E9988 E-Logistics, 5 cr

The student is able to:

Opiskelija osaa

- hyödyntää sähköisen liiketoiminnan eri toimintatapoja ja -malleja ja niiden vaatimia logistisia ratkaisuja liiketoiminnan kehittämiseksi.
- käyttää logistiikan informaatiojärjestelmiä

Contents of the study unit:

Opintojaksolla käsitellään sähköisen liiketoiminnan tulevaisuuden mahdollisuuksia logistiikan näkökulmasta. Keskeisiä käsitteitä ovat B2X, ECR, E-SRM ja E-SCM.

E9992 Creating Customer Centric Website with WordPress.org, 10 cr

The student is able to:

The student is able to:

- analyze the online customer segments and their online customer paths
- assess the information needs of different customer segments
- produce segment-specific content for online environment
- build a complete website using WordPress content management system
- leverage on features and value-creation capability of content management system
- write instruction manual for maintaining the website
- compare different possibilities to include an online-shop as part of the website

E9986 Building a Website Utilising a Content Management System, 5 cr**The student is able to:**

- rakentaa yksinkertaiset www-sivut jotakin sisällönhallintajärjestelmää hyväksikäyttäen
- tunnistaa ja hyödyntää sisällönhallintajärjestelmien tuomia mahdollisuuksia verkkoliiketoiminnassa sekä niiden osuuden osana verkkoliiketoiminnan arvontuottamista
- arvioida erilaisia verkkokaupan toteuttamismahdollisuuksia verkkosivujen sisälle

Contents of the study unit:

Opintojaksolla käsitellään joitakin sisällönhallintajärjestelmiä (esim. Wordpress, Drupal), joiden avulla rakennetaan yksinkertaiset verkkosivut kumppaniyritykselle. Lisäksi tarkastellaan ja arvioidaan erilaisten osien ja modulien lisäämistä verkkosivuille ja niiden tuomia hyötyjä yritykselle.

E9987 Target Group-based Content Production, 5 cr**The student is able to:**

- tunnistaa sähköisen liiketoiminnan kohderyhmät ja asiakaspolut verkko-ympäristössä
- arvioida kohderyhmien tarpeet
- tuottaa sisältöä kumppaniyrityksen verkko-ympäristöön kohderyhmä-lähtöisesti

Contents of the study unit:

Opintojaksolla arvioidaan ja suunnitellaan kumppaniyrityksen markkinointi-viestintää verkko-ympäristössä monikanavaisesti.

E9937 The Internet Economy, Business Models and Strategies, 5 cr**The student is able to:**

The student is able to

- understand the characteristics of information and why it is very much different to a physical world
- look at businesses from a network perspective
- identify business opportunities of the internet
- apply an understanding of the information society to build new markets
- work at the intersection of business and information technology

V111 ENTERPRISE SYSTEMS SUPPORTING BUSINESS PROCESSES, 15 cr**Description:**

Studies in the module produce knowledge of business process management based on enterprise systems. Students can also choose studies concentrating on IT Governance and enterprise architecture.

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: Eeva Haikonen

V1546 Enterprise Systems, 5 cr

The student is able to:

The student is able to

- utilize enterprise system software in business process management
- integrate business processes and enterprise systems

V1547 Enterprise Architecture and IT Governance, 5 cr

The student is able to:

The student is able to

- utilize enterprise architecture models and IT Governance best practices as a tool for business and IT management
- describe different areas of enterprise architecture
- describe the importance of enterprise architecture in developing company business management
- choose an appropriate approach to the development of business and IT systems

R027 GUIDANCE AND EXPERTISE TRAINING, 15 cr

Description:

Expertise is born via guidance activities in the Guidance and expertise module.

Completing this module provides the student with varied expertise in guiding different people in different situations. The student will know how to support the development of both competence and identity, and to advise on the use of different tools. They know which actions promote a sense of community.

Learning process:

Competence as defined in this module can be developed by, for example, taking part in student union activities during study units. The working language can be either Finnish or English.

Responsible persons:

Teija Laamanen

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.

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.

A9163 Modelling of Digital Services , 10 cr

The student is able to:

The student is able to

- use user-centered techniques and description methods in the design and implementation of digital services
- model and document digital services
- conceptualize and produce suitable and usable prototypes based on design documents of digital services
- manage ICT development projects

A9165 Usability Testing and Evaluation , 5 cr

The student is able to:

The student is able to

- apply usability testing methods and techniques in the design and implementation of research and development projects that support product and service planning
- plan, organize, analyse and report a usability test
- explain the principles of attainability
- evaluate the usability of a digital media product

E0139 Logistics Project, 5 cr

The student is able to:

Students are able to plan and carry out a logistics development project. They are able to apply the associated theoretical content in practice and assess the achievable benefits. In addition, they are able to identify the problem areas in the management of change projects and handle them successfully.

Contents of the study unit:

How to manage development projects affecting the players in logistics or in the entire chain? What is the key theoretical content of each development project that can be used in order to improve the operations? What challenges do change projects entail?

Description of the study unit:

Study unit description:

The study unit covers the planning, execution, and/or evaluation of a project related to logistics. Typically, this is a development task to be completed as an expert assignment.

Previous studies:

Knowledge of central professional study units.

E0134 Process Management and Activity-Based Costing, 5 cr**The student is able to:**

Students are able to apply methods from different schools of process management in the development of their company's operations for better customer service and productivity. They are also able to justify their points of view using activity-based costing.

Contents of the study unit:

What kind of production organisation methods are there for a company? How are decisions made on whether to manufacture or to buy? How do these influence supply chain management and how can this activity be further developed through process management?

Study unit description:

The study unit covers different schools of process management from the point of view of both a production-related company and the management of the entire supply chain. More in-depth competence is gained through activity-based costing calculation exercises.

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

01516 Research Orientated Approach to Development, 5 cr**R0158 Anatomy and Physiology, 3 cr****The student is able to:**

The student is able to

- describe the main concepts of anatomy and physiology
- name and locate the organs
- describe the structure and functions of different organs
- describe the different regulation systems of the organ system

R0127 Geriatrics, 1 cr**The student is able to:**

The student is able to

- describe the most essential changes in the organ system related to ageing
- know the causes, symptoms and principles of care of the most common illnesses related to ageing
- know the special features of the medical treatment of older people

- use medical information to examine the prevention of illnesses related to ageing, the onset of the illnesses, and changes and symptoms caused by the diseases as well as research findings

R0148 Surgery and Anesthesiology, 2 cr

The student is able to:

The student is able to

- recognise key surgical illnesses and surgically treated injuries
- describe the significance of background information in assessing the patient's fitness for surgery
- actively monitor the symptoms and condition of a surgical patient based on medical information
- describe the most common methods of examination, monitoring and treatment in surgery
- describe the special features of the medical treatment of a surgical patient
- describe the different areas of anaesthesiology
- describe different forms of anaesthesia
- recognise the most essential medicines used in anaesthesia

R0128 Medical Imaging, 0.5 cr

The student is able to:

- Opiskelija tietää keskeiset kuvantamismenetelmät
- Opiskelija osaa valmistella ja ohjata potilaan tutkimukseen
- Opiskelija osaa tarkkailla ja hoitaa potilasta tutkimuksen jälkeen
- Opiskelija osaa säteilysuojelun yleiset periaatteet
- Opiskelija osaa sädehoidon perusteet

R0135 Pediatrics, 1 cr

The student is able to:

The student is able to

- recognise the most common childhood diseases
- describe common examination, follow-up and treatment methods of childhood diseases
- collect background information
- monitor the symptoms and condition of a child patient
- describe and take into account special features of the medical treatment of a child patient

R0129 Microbiology and Pathophysiology, 2 cr

The student is able to:

- Opiskelija tietää mikrobiologian ja tautiopin keskeiset käsitteet ja tautien luokittelun
- Opiskelija tietää mikrobien merkityksen ihmisen terveydelle
- Opiskelija tietää mitkä tekijät vaikuttavat tautien syntyyn ja aiheuttavat muutoksia elimistössä
- Opiskelija tietää miten infektio tauti syntyy
- Opiskelija osaa kuvata elimistön puolustusjärjestelmän
- Opiskelija tuntee kudosaauriotyypit, kudosaurioiden syntymekanismit, oireet ja ilmenemisen

R0147 Gynecology and Obstetrics, 1 cr

The student is able to:

The student is able to

- recognise the most common gynecological diseases and their symptoms.

- describe the most common methods of examination, monitoring and treatment of gynecological diseases.
- describe the special features of the medical treatment of a gynecological patient.
- describe the basics of contraception, termination of pregnancy and infertility.
- describe the normal course of pregnancy and delivery.

R0131 Nutrition, 1 cr

The student is able to:

Opiskelija tietää keskeiset kansalliset ja kansainväliset ravitsemusohjelmat ja -suositukset

Opiskelija ymmärtää kehittyvän ravitsemustieteellisen tiedon merkityksen kansansairauksien ennaltaehkäisyssä ja hoidossa

Opiskelija osaa arvioida potilaan ravitsemustilaa ja perustella potilaan ravitsemushoitoa suositusten perusteella

Opiskelija tuntee keskeiset sairauksien hoitoon liittyvät erikoisruokavaliot

R0159 Psychiatry, 1 cr

The student is able to:

The student is able to

- recognise the most essential mental disorders and illnesses included in the discipline of psychiatry
- understand the etiology and etiological diversity of key mental health disorders and psychological illnesses
- describe the signs and symptoms of key mental health disorders, psychological illnesses and alcohol-related illnesses
- describe the examination, monitoring and treatment methods of mental health patients and the treatment of alcohol-related disorders
- describe the medical treatment practices of the most common psychiatric illnesses

R0134 Internal Medicine, 1.5 cr

The student is able to:

- keskeiset sisätautien erikoisalaan kuuluvat sairaudet.

-tunnistaa ja seurata sisätauteja sairastavan potilaan yleisimpiä oireita.

- eri sisätautien yleisimmät tutkimus-, seuranta- ja hoitomenetelmät.

- kuvata yleisimpien sisätautien lääkehoidon käytänteet.

E0137 Logistics Information Systems, 5 cr

The student is able to:

Students are able to apply data obtained from information systems in logistical decision-making. They are able to present appropriate tools for developing logistics.

Contents of the study unit:

What is the role of information systems in the management and development of logistics? What tools are available for logistics monitoring and how can they be used?

Study unit description:

The study unit covers the tools of logistics management, operating principles and use of supply chain management components in information systems.

A882 RETAIL AND ENTREPRENEURSHIP STUDIES, 15 cr

Description:

The objective of the study module is to familiarize the student with retail trade based on entrepreneurship and to

contribute to his capacity to work in positions of responsibility in retail trade sector.

In the beginning of the module the student familiarizes himself with the retail trade environment and competitive tools. After finishing the study module the student knows how to plan the retailer activities and finance at department level. He is also capable of engaging in an entrepreneurial position as retailer. The student is able to define the target groups for retail trade and is familiar with the competitive tools applied in this field. He knows how to use the human resource management tools and is able to interpret the indicators of retail trade at department level.

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:

Tuija Marstio

A9402 Retail Trade Environment and Competitive Tools, 5 cr

The student is able to:

The student is able to

- form a complete picture of the trade sector and its importance in Finland
- describe the target groups of different retail trade sectors and their purchasing preferences
- describe the role and tasks of retail trade in the supply chain
- describe the competitive tools of a retailer entrepreneur define the role of a retailer entrepreneur in the retail trade supply channel and in a retail chain

A9403 Personnel and Management, 5 cr

The student is able to:

The student is able to

- sell himself to get a job in a store
- manage the risks and security of a retail store
- take the leadership of a work team at department level, stressing active sales work
- manage the sales process of at department level of retail store

A9404 Indicators and Management, 5 cr

The student is able to:

The student is able to

- interpret the indicators of retail trade at department level
- plan the activities and finance at department level of a retail store
- engage in an entrepreneurial position as retailer