

Implementation plan Finished

Study unit	Business IT skills (01284), 5.0
Implementation	HBA1011: 1/2010-2011 (30.08.2010 - 20.12.2010)
Type	INITIATION OF PROFESSIONAL GROWTH (A025)
Groups	Primary: HBA10SN Others :
Involved in the project	
Lecturers	
Number of participants	Minimum: Maximum:
Enrolment period	24.05.2010 08:00 - 06.06.2010
Main timing for implementation	
Applicability	For exchange students: Yes For elective studies: No Open UAS student: No Suitable for virtual UAS: Yes
Teachers	Schalin Erkki (Teacher in charge), Tissari Lassi (Other teacher)
Campus	Laurea Leppävaara
Main location for implementation	
Implementation method	Optima realization/student group, Other method of implementation, Web/virtual Language: English Virtuality: 4 cr Integration of R&D: 0 cr
Implementation class	
Focus areas	
Evaluation at the latest	20.01.2011 Storing of graded material ends.: 20.12.2011
Exam days	
Having completed the study unit the student is able to	• gain knowledge of Information Systems (IS) that support business processes • understand the importance and meaning of Information Systems and take into account the possibilities of IS in planning business processes • work with spreadsheet programs • write reports using word processing programs
Previous studies	

Learning events

Date	o'clock/at h		Subject	Content	Status	Teachers
16.09.2010	12.30 - 15.00	2	01284 IT Skills / Information Systems		Leppävaara 205 A	
20.09.2010	9 - 11.30	2	01284 Business IT Skills / Word Processing		Leppävaara 204	
23.09.2010	12.30 - 15.00	2	01284 Business IT Skills	Self study	205 A	