

Implementation plan Finished

Study unit	Business IT skills (01284), 5.0
Implementation	HBA1311: 1/2013-2014 (28.08.2013 - 20.12.2013)
Type	INITIATION OF PROFESSIONAL GROWTH (A025)
Groups	Primary: HBA13SN Others :
Involved in the project	
Lecturers	
Number of participants	Minimum: Maximum:
Enrolment period	20.05.2013 08:00 - 02.06.2013
Main timing for implementation	
Applicability	For exchange students: Yes For elective studies: No Open UAS student: No Suitable for virtual UAS: No
Teachers	Tissari Lassi (Teacher in charge), Uutela Juha (Other teacher)
Campus	Laurea Leppävaara
Main location for implementation	
Implementation method	Optima realization/student group, Other method of implementation, Web/virtual Language: English Virtuality: 3 cr Integration of R&D: 0 cr
Implementation class	
Focus areas	
Evaluation at the latest	02.01.2013 Storing of graded material ends.: 21.12.2013
Exam days	Re-exams: 17.01.2013, 21.02.2013
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
28.08.2013		3	Introduction			
04.09.2013		3	IS			
11.09.2013			SAP, Visiting lecturer			
18.09.2013		3	Excel			
25.09.2013		3	Excel			
02.10.2013		3	Excel			
09.10.2013		3	IS - EXAM Part 1			
16.10.2013		3	Word			
23.10.2013		3	Word			
30.10.2013		3	Excel			
06.11.2013		3	IS			
13.11.2013		3	IS			
20.11.2013		3	IS			
27.11.2013		3	IS - EXAM Part 2			
04.12.2013		3	EXAM / Lassi Tissari			