

TOTEUTUSSUUNNITELMA Valmis

Opintojakso	Leading People and Performance (A0047), 5.0
Toteutus	HSA1211: 1/2012-2013 (27.08.2012 - 21.12.2012)
Tyyppi	AMMATILLISEN OSAAMISEN MUODOSTUMINEN (A002)
Ryhmät	Ensisijainen: HSA11SN Muut:
Projektiissa mukana	
Luennoitsijat	Essee, Optimatoteutus, Pienryhmä, Projekti/Hanke/T&K, Seminaari, Työpaja
Osallistujamäärät	Minimi: Maksimi:
Ilmoittautumisaika	21.05.2012 08:00 - 03.06.2012
Pääsääntöinen toteutusajankohta	
Soveltuvuus	Vaihto-opiskelijoille: Kyllä Vapaasti valittaviin: Ei Avoimen opisk: Kyllä Soveltuu virtuaali-AMK:n opintoihin: Kyllä
Opettajat	Kreus Juha (Vastuuopettaja)
Kampus	Laurea Leppävaara
Pääsääntöinen toteutuspaikka	
Toteutustapa	Muu toteutustapa, Optimatoteutus/opiskelijaryhmä, Projekti/Hanke/T&K Kieli: englanti Virtuaalisuus: 1 op T&k-integraatio: 1 op
Toteutusluokka	
Painoalat	
Arviointi viimeistään	19.01.2013 Suoritusmateriaalin arkistointi päättyy: 19.12.2013
Tenttipäivät	Varsinainen: 13.12.2011 Uusinnat: 29.11.2012, 17.01.2013
Opintojakson suoritettuaan opiskelija osaa	- analyse and compare ways of achieving results through leading people - illustrate and explain good leadership - communicate in various leadership situations - select ways to manage people in various situations through out employment
Edeltävät opinnot	30 Credits in Bachelor Studies
Keskeinen sisältö	To achieve goals set by an organization, a manager is responsible for leading the performance of people and for managing various situations which they face during the life cycle of employment. The life cycle of employment extends from the recruitment and introduction of new people, setting goals and measuring how they are met, conducting development discussions, rewarding or correcting based on performance to terminating employment. Leadership is communication. The main focus will be in the terms leadership and communication and intrapersonal communication between people and within teams. Contents: o Achieving results through people and with people Leadership & what makes a good leader Leading toward group goals; o how to take into account the need of both the group and its individuals o leading experts o leading competences and knowledge How to communicate o between leader and subordinate/ team members/ Leaders and team / o team leaders/ leader and people / within a team The life cycle of employment o recruitment, o introduction, o personnel development, o development discussions, o setting goals, o measurement, o rewards, o constructive feedback, o terminating employment
Oppimateriaali	To be announced
Ohjaus ja viestintä	Teamwork; tutorial and feedback sessions with the teachers and one-to-one; progress reports; workshops
Arviointikriteerit ja arviointimenetelmät	- Evaluation and assessment is based on the general competence assessment criteria and the Quality Assurance System set by Laurea UAS - Overall course assessment: excellent 5 - fail 0 - All learning exercises have to be accomplished and passed in order to get credits - A more detailed assessment criteria for the Course is announced in Optima

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Projekti/hanke (nimi)	A use of ongoing projects in Laurea for learning purposes will be examined at the beginning of the Course
Käytettävät T&K menetelmät	LbD-model; development and user-driven oriented research methods
Opiskelijan työmäärän jakautuminen	Lessons 35 tuntia Tutoring 10 tuntia Project work/LbD/Team work 50 tuntia Workshops 0 tuntia Seminars 0 tuntia Independent studying 40 tuntia yht 135 tuntia
Muut toteutusjärjestelyt	Lectures, various learning exercises, group work, progress reports, virtual learning (Optima), co-operation with the Security Management network and other Helsinki Metropolitan Area organizations are utilized in the implementation of the Course

Oppimistapahtumat

Pvm	Klo	H	Aihe	Sisältö	Tila	Opettajat
06.09.2012	09.00-12.00	3	Introduction to the Course	Objectives of the Course, Course content and assessment, organizing study work; Principles of management and leadership Attention: First hour in separate class, but then together with MFA11SN/A0141		Juha Kreuz
13.09.2012	09.00	3	Principles of management and leadership	The new management framework and its implications to management; defining and analysing challenges of management and leadership; launching exercise 1. on management and leadership. Attention: Together with MFA11SN/A0141		Juha Kreuz
20.09.2012	09.00	3		To achieve goals set by an organization, a manager is responsible for leading the performance of people and for managing various situations which they face during the life cycle of employment. Achieving results through people		Juha Kreuz

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				and with people Leadership & what makes a good leader Leading toward group goals; • How to take into account the need of both the group and its individuals • Leading experts		
27.09.2012	9	3	Team work			Juha Kreuz
04.10.2012	9	3	Team work			Juha Kreuz
11.10.2012	09.00	3		The life cycle of employment extends from the recruitment and introduction of new people, setting goals and measuring how they are met, conducting development discussions, rewarding or correcting based on performance to terminating employment. Leadership is communication. The main focus will be in the intrapersonal communication between people and within teams. • recruitment, • introduction, • personnel development, • development discussions, • setting goals, • measurement, • rewards, • constructive feedback • terminating employment		Juha Kreuz
18.10.2012	09.00	3		Leadership in change - or is it? Leadership and management in extraordinary and exceptional cases (When the going gets tough, the tough gets going... or should the modern version be: When the going get tough, the staff gets going?)	246	Juha Kreuz
25.10.2012	09.00	3	Team work			Juha Kreuz
01.11.2012	09.00	3	Team work			Juha Kreuz
08.11.2012	09.00	3	Team work			Juha Kreuz
15.11.2012	09.00	3	Presentations of the project draft reports			Juha Kreuz
22.11.2012	09.00	3	Team work			Juha Kreuz
29.11.2012	09.00	3	Examination and feedback			Juha Kreuz
13.12.2012	09.00	3	Presentations of the project reports	Presentations of the project reports + feedback		Juha Kreuz