

Implementation plan Finished

Study unit	Managing Facilities (A0126), 10.0
Implementation	MFA1311: 1/2013-2014 (26.08.2013 - 20.12.2013)
Type	INITIATION OF PROFESSIONAL GROWTH (A021)
Groups	Primary: MFA13SN 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	Matvejeff Pekka (Teacher in charge)
Campus	Laurea Leppävaara
Main location for implementation	
Implementation method	Optima realization/student group, Other method of implementation, Project/venture/R&D Language: English Virtuality: 2 cr Integration of R&D: 2 cr
Implementation class	
Focus areas	
Evaluation at the latest	20.01.2014 Storing of graded material ends.: 20.12.2014
Exam days	
Having completed the study unit the student is able to	• understand the strategic nature of facility management • recognise the skills needed in managing facility management services • realise the benefit of synergy in facility management • analyse the facility management market
Previous studies	
Learning objectives	* knows the working life and the concepts in the field of facility management * creates personal contacts in working life and knows how to operate in professional networks * knows the prerequisites for profitable and customer-oriented operations * analyses the value of the support services for the core business * outlines targets for their personal development and the choice of development objects
Contents	* strategic and operational level in facility management * core business thinking * key performance indicators * organisational models * quality management * development and user-driven oriented research methods
Study material	To be announced at the beginning of the course.
Tutoring and communication	Working in teams (make goals and rules for each team). Tutorial sessions with the teachers. Tutoring also via Optima platform discussions board. The schedule will be updated in Soleops.
Evaluation criteria and methods	Project report and presentation 60% of the grade; team work and peer team evaluation 20%; active participation 20% General competence assesment criteria will be found in Optima workspace. Grades approved 1-5, not approved 0

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Project (name)	Survey on the field of Facility Management
R&D methods	Getting familiar with the LbD-model. Market analysis.
Other arrangements	Cooperation with the Facility Management network

Learning events

Date	o'clock/at h	Subject	Content	Status	Teachers
28.08.2013	9-16				
04.09.2013	9-16	Introduction to FM	Getting to know each other; introduction to FM; launching the exercise		Pekka Matvejeff
11.09.2013	9-16	Desk research on FM	Desk research on FM in groups; no lecture		
18.09.2013	9-16	Getting to know the FM market	Business environment and its features; Checkpoint Charlie for the desk research		
25.09.2013	9-16	Applying strategic thinking in FM	Latest trends in FM; nature of managerial work in FM		
02.10.2013	9-16	Integrated process thinking	Service process; integrated service packages; identifying synergies		
09.10.2013	9-16	Working in groups	The whole day is reserved for working in groups; no lecture; no space reservation; PEM in Bulgaria		
16.10.2013	9-16	FM market presentations	9.00-11.00 a.m.: On site visit to Lassila&Tikanoja, Sentnerinkuja 1, 00440 Helsinki; http://www.lassila-tikanoja.fi/en/Pages/default.aspx We will meet as a group in front of the L&T headquarters at 8.45 a.m.. Remember to be on time!		
23.10.2013	13-16	FM market presentations	13.00-15.00 p.m.: On site visit to ISS Palvelut Oy, Rajatorpantie 8A, Vantaa; http://www.fi.issworld.com/fi-FI/Iss-palvelut-in-brief . We will meet as group in front of the ISS Headquarters at 12.45 p.m.No lecture in the morning.		
30.10.2013	9-16	Working in groups	The whole day is reserved for working in groups; no lecture; no space reservation		
06.11.2013	9-16	FM market presentations	9.00-11.00 a.m.: On site visit to SOL headquarters, Vanha Talvitie 19 A, 00580 Helsinki; http://sol.fi/index.php?sl=en We will meet as a group in front of the SOL building at 8.45 a.m. Be on time!13.00-15.00 p.m.: On site visit to Technopolis/Ruoholahti, Energiakuja 3, 00180 Helsinki; http://www.technopolis.fi/en/technopolis/Pages/default.aspx We will again meet as a group in front of the building at 12.45 p.m.		
13.11.2013	9-16	Checkpoint Charlie	Coaching day for all groups; groups prepare to present they current work status		

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20.11.2013	9-16		Future FM manager	About skills and requirements of the future FM manager		
27.11.2013	9-16		Special issues in FM	Theme tba; feedback session for the Laurea QAS		
04.12.2013	9-16		Final presentations	Final presentations and a feedback session		
11.12.2013	9-16		Final presentations	Reserve day if needed		