

Implementation plan Finished

Study unit	Tools for Professional Development (R0113), 2.0
Implementation	NIA1611: 1/2016-2017 , NIA1611: 2/2016-2017 (29.08.2016 - 20.06.2017)
Type	EXPERT IN DEVELOPMENT AND WORKPLACE INNOVATION (A857)
Groups	Primary: NIA216SN Others :
Involved in the project	
Lecturers	
Number of participants	Minimum: Maximum:
Enrolment period	16.05.2016 08:00 - 31.05.2016
Main timing for implementation	
Applicability	For exchange students: No For elective studies: No Open UAS student: No Suitable for virtual UAS: No
Teachers	De Arruda Camara Antonius (Teacher in charge)
Campus	Laurea Leppävaara
Main location for implementation	Virtually
Implementation method	Optima realization/student group Language: English Virtuality: 0 cr Integration of R&D: 0 cr
Implementation class	
Focus areas	No connection to focus areas
Evaluation at the latest	20.07.2017 Storing of graded material ends.: 20.06.2018
Exam days	
Having completed the study unit the student is able to	The student is able to • plan his/her own studies and professional development from the perspective of working life • use different learning methods and tools successfully to support studies • act independently and as a member of a team
Previous studies	
Previous studies, more information	The study unit is completed during the first year of study.
Learning objectives	Furthermore learning skills are developed by reflecting on one's own learning. Awareness of other general competences increases alongside assessment of one's own learning and goals.
Contents	During the study unit, you will orientate to planning your own employment and improving your career management skills. You will recognise the learning methods that are best suited for you. The following topics are discussed in the study unit: • Using Optima • Familiarisation with the curriculum and the degree structure • Self-direction • Own learning styles • Planning of studies • Central guidelines at Laurea
Study material	The work space of the study unit in Optima contains a collection of tips for supplementary material. You will be granted access to this work space at the beginning of the study unit.
Tutoring and communication	The purpose of the guidance is to make you think about different options, not to give complete solutions. As a student receiving guidance you are responsible for your own decisions and the direction of your career. The discussions on the study plan are conducted either in person or in goal-oriented small groups. During the study unit, the tutor teacher will also give guidance on practices related to studying. Optima will be used for communication during the study unit so it is important to make sure that you give permission for all messages from the system. In order for the guidance, advise and

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	communication in the study unit to work smoothly, please use the conversation area in Optima for all questions and matters that do not require personal communication with the lecturer. In personal matters, you can contact the lecturer by email or phone or arrange to meet him or her.
Evaluation criteria and methods	The study unit is assessed as a Pass or a Fail. A pass requires that you complete the assignments according to the given timetable, demonstrating your familiarisation with the subject as well as your own thinking.
Work strain	Estimated distribution of working hours in the study unit (total 54 hrs): • Orientation week 10 hrs • Discussions on the personal study plan 4 hrs, including preparation • Assignments and participation in guidance 40 hrs
Other arrangements	The implementation plan will be specified before the beginning of the studies. It is useful to take advantage of the different events not listed in the implementation schedules when processing matters.