

Curriculum at LAB University of Applied Sciences 2016-2017

Bachelor of Business Administration, part-time studies, Lappeenranta

Code	Name	ECTS total
LITAJ16M	Bachelor of Business Administration, part-time studies, Lappeenranta	210
LITAJ16M-1001 BASIC STUDIES		51
LITAJ16M-1007 BUSINESS SKILLS		11
KLI0947	Basics of Business Operations	8
KLI0269	Macroeconomics	3
LITAJ16M-1008 METHODOLOGICAL SKILLS		16
KPE0042L	Orientation Studies	2
KMA0118	Business Mathematics	4
KLI1014	Introduction to Information Systems	3
KLI1015	Office Tools	3
KLI1213	Research Methods	4
LITAJ16M-1009 PROFESSIONAL LANGUAGE AND COMMUNICATION STUDIES		24
KSU0036L	Finnish Communication at Work	3
KRU0042L	Swedish Communication at Work	3
KRU0055	Public Administration Swedish, Spoken Skills	0
KRU0054	Public Administration Swedish, Written Skills	0
KEN0076L	English Communication at Work	3
KLI1086	Tools for Business Communication	3
KLI1085	Developing Communication Skills	3
KRU0053	Business Swedish	3
KEN0120	Business English	4
KEN0121	Business Correspondence	2
LITAJ16M-1002 PROFESSIONAL STUDIES		99
LITAJ16M-1010 ACCOUNTING AND FINANCE		21
KLI0403	Basics of Accountancy	3
KLI1020	Balancing the Accounts	3
KLI1021	Interpretation of Financial Statement	4
KLI0576	Basics of Management Accounting	3
KLI0106	Budgeting and Financial Planning	3
KLI0971	Finance	5
LITAJ16M-1011 MANAGEMENT		18

KLI1098	Management and Organisations	9
KLI0799	Business Simulation	3
KPE0005	Entrepreneurship and Establishing a Company	3
KLI1170	Customer Service and Service Processes	3
LITAJ16M-1012 LOGISTICS		6
KLI0930	Introduction to Logistics and Supply Chain	3
KLI0933	Purchasing and Incoming Logistics	3
LITAJ16M-1013 ADMINISTRATIVE LAW		3
KLI1303	Administrative and Local Government Law	3
LITAJ16M-1014 FAMILY AND ESTATE LAW		4
KLI1034	Family and Inheritance Law	4
LITAJ16M-1015 COMMERCIAL LAW		16
KLI0569	Company Law	3
KLI1239	Incorporeal Rights	3
KLI1074	Market Law	4
KLI1299	International Trade Law	4
KLI1300	EU Law	2
LITAJ16M-1016 PROPERTY LAW		14
KLI1052	Business Credits and Collateral Securities	5
KLI1233	Contract Law	3
KLI1301	Special Contract Law	3
KLI1302	International Investment Law	3
LITAJ16M-1017 FINANCIAL LAW		11
KLI1287	Personal Taxation	3
KLI1288	Value-Added Taxation	2
KLI1290	Business Taxation	3
KLI1304	International Personal Taxation	3
LITAJ16M-1018 LABOUR LAW		6
KLI1297	Employment Contract and Collective Labour Agreement	3
KLI1298	Safety Legislation and Co-operation	3
LITAJ16M-1003 ADVANCED PROFESSIONAL STUDIES		0
LITAJ16M-1004 ELECTIVE STUDIES		15
KVV0323	Basics of Work Life	3
KLI0852	Corporate Social Responsibility	3
KRU0039	Swedish Refresher Course	3
KEN0094	English Refresher Course	3
LITAJ16M-1005 PLACEMENT		30
LITAPEHA	Basic Placement	15
LITAAMHA	Professional Placement	15
LITAJ16M-1006 THESIS		15

OTLITA	Bachelor's Thesis	15
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LITAJ16M Bachelor of Business Administration, part-time studies, Lappeenranta: 210 ECTS

LITAJ16M-1001 BASIC STUDIES: 51 ECTS

LITAJ16M-1007 BUSINESS SKILLS: 11 ECTS

KLI0947 Basics of Business Operations: 8 ECTS

KLI0269 Macroeconomics: 3 ECTS

Learning outcomes

Getting to know the basic concepts of macroeconomics. Being able to identify overall changes in macroeconomy and follow discussions about economics.

LITAJ16M-1008 METHODOLOGICAL SKILLS: 16 ECTS

KPE0042L Orientation Studies: 2 ECTS

Learning outcomes

To orientate the student to polytechnic studies and the learning environment at the South Carelia Polytechnic.

KMA0118 Business Mathematics: 4 ECTS

Learning outcomes

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KLI1014 Introduction to Information Systems: 3 ECTS

KLI1015 Office Tools: 3 ECTS

Learning outcomes

Perehtyminen tietoliikenteen perusteisiin, tietokantojen perusteisiin, tietoturvaan sekä MS Office-ohjelmien yhteiskäyttöön. ©

KLI1213 Research Methods: 4 ECTS

Learning outcomes

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LITAJ16M-1009 PROFESSIONAL LANGUAGE AND COMMUNICATION STUDIES: 24 ECTS

KSU0036L Finnish Communication at Work: 3 ECTS

Learning outcomes

The student has a good command of the Finnish language in terms of grammar and style, a good command of the language of meetings and negotiations and the ability to write field-specific texts. Proficiency level C1-C2.

KRU0042L Swedish Communication at Work: 3 ECTS

Learning outcomes

The student can communicate in Swedish in the most usual situations in working life and at leisure. Proficiency level B1.

KRU0055 Public Administration Swedish, Spoken Skills: 0 ECTS

Learning outcomes

The spoken Swedish language test of public administration is completed during the Swedish Communication at Work course.

KRU0054 Public Administration Swedish, Written Skills: 0 ECTS

Learning outcomes

The written Swedish language test of public administration is completed during the Swedish Communication at Work course.

KEN0076L English Communication at Work: 3 ECTS

Learning outcomes

The student masters the basics of the industry-specific English language at work. Proficiency level B2.

KLI1086 Tools for Business Communication: 3 ECTS

Learning outcomes

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KLI1085 Developing Communication Skills: 3 ECTS

Learning outcomes

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KRU0053 Business Swedish: 3 ECTS

Learning outcomes

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KEN0120 Business English: 4 ECTS

Learning outcomes

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KEN0121 Business Correspondence: 2 ECTS

Learning outcomes

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LITAJ16M-1002 PROFESSIONAL STUDIES: 99 ECTS

LITAJ16M-1010 ACCOUNTING AND FINANCE: 21 ECTS

KLI0403 Basics of Accountancy: 3 ECTS

Learning outcomes

To familiarize the students with the basics concepts, technique and practical realization of accounting and financial statements. To familiarize the students with basics of taxation.

KLI1020 Balancing the Accounts: 3 ECTS

Learning outcomes

Opiskelija osaa laatia muodollisesti oikean pk-yrityksen tilinpäätöksen lainsäädännön vaikutukset huomioon ottaen. Opiskelija osaa lukea tilinpäätöstä.

KLI1021 Interpretation of Financial Statement: 4 ECTS

Learning outcomes

Tavoitteena on oppia tuntemaan tilinpäätöksen sisältö ja oppia lukemaan tilinpäätöstä sekä perehtyä yrityksen taloudellisten toimintaedellytysten arviointiin tilinpäätösanalyysin menetelmin.

KLI0576 Basics of Management Accounting: 3 ECTS

Learning outcomes

The students will familiarize themselves with the basic calculations of management accounting and their utilization in planning corporate economy.

KLI0106 Budgeting and Financial Planning: 3 ECTS

Learning outcomes

To familiarize the students with budgeting and financial planning, decision-making and monitoring. Getting to know short-term financing planning.

KLI0971 Finance: 5 ECTS**Learning outcomes**

To offer the students basic knowledge about operations of the Finnish financing market and the most common financing instruments. Further, getting to know the basic concepts of financing and financing planning for companies.

LITAJ16M-1011 MANAGEMENT: 18 ECTS**KLI1098 Management and Organisations: 9 ECTS****Learning outcomes**

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KLI0799 Business Simulation: 3 ECTS**Learning outcomes**

Practical business planning by taking advantage of information from marketing, manufacturing and financial departments of a company. Student can understand marketing and financial information and make rational decisions based on this information.

KPE0005 Entrepreneurship and Establishing a Company: 3 ECTS**Learning outcomes**

To estimate the characteristics required from an entrepreneur. To familiarize the students with the planning and establishment process and operations in various company forms.

KLI1170 Customer Service and Service Processes: 3 ECTS**Learning outcomes**

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LITAJ16M-1012 LOGISTICS: 6 ECTS**KLI0930 Introduction to Logistics and Supply Chain: 3 ECTS****Learning outcomes**

To get a comprehensive view about logistics and supply chain management.

KLI0933 Purchasing and Incoming Logistics: 3 ECTS

Learning outcomes

To understand the importance of purchasing for a company and supply chain development. To have basic knowledge and skills for operative purchasing and development of purchasing processes in companies and public organisations.

LITAJ16M-1013 ADMINISTRATIVE LAW: 3 ECTS

KLI1303 Administrative and Local Government Law: 3 ECTS

Learning outcomes

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LITAJ16M-1014 FAMILY AND ESTATE LAW: 4 ECTS

KLI1034 Family and Inheritance Law: 4 ECTS

Learning outcomes

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LITAJ16M-1015 COMMERCIAL LAW: 16 ECTS

KLI0569 Company Law: 3 ECTS

Learning outcomes

The objective is to familiarize the students with questions of company law and offer them the readiness to understand questions regarding judicial liability and power in partnerships and limited companies as well as cooperative societies.

KLI1239 Incorporeal Rights: 3 ECTS

Learning outcomes

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KLI1074 Market Law: 4 ECTS

Learning outcomes

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KLI1299 International Trade Law: 4 ECTS

Learning outcomes

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KLI1300 EU Law: 2 ECTS

Learning outcomes

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LITAJ16M-1016 PROPERTY LAW: 14 ECTS

KLI1052 Business Credits and Collateral Securities: 5 ECTS

Learning outcomes

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KLI1233 Contract Law: 3 ECTS

Learning outcomes

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KLI1301 Special Contract Law: 3 ECTS

Learning outcomes

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KLI1302 International Investment Law: 3 ECTS

Learning outcomes

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LITAJ16M-1017 FINANCIAL LAW: 11 ECTS

KLI1287 Personal Taxation: 3 ECTS

Learning outcomes

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KLI1288 Value-Added Taxation: 2 ECTS

Learning outcomes

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KLI1290 Business Taxation: 3 ECTS

Learning outcomes

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KLI1304 International Personal Taxation: 3 ECTS

Learning outcomes

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LITAJ16M-1018 LABOUR LAW: 6 ECTS

KLI1297 Employment Contract and Collective Labour Agreement: 3 ECTS

Learning outcomes

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KLI1298 Safety Legislation and Co-operation: 3 ECTS

Learning outcomes

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LITAJ16M-1003 ADVANCED PROFESSIONAL STUDIES: 0 ECTS

LITAJ16M-1004 ELECTIVE STUDIES: 15 ECTS

KVV0323 Basics of Work Life: 3 ECTS

Learning outcomes

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KLI0852 Corporate Social Responsibility: 3 ECTS

Learning outcomes

To get a comprehensive view about the concepts, principles and methods of CSR.

KRU0039 Swedish Refresher Course: 3 ECTS

Learning outcomes

Managing basic structures and vocabulary of the Swedish language.

KEN0094 English Refresher Course: 3 ECTS

Learning outcomes

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LITAJ16M-1005 PLACEMENT: 30 ECTS

LITAPEHA Basic Placement: 15 ECTS

Learning outcomes

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LITAAMHA Professional Placement: 15 ECTS

Learning outcomes

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LITAJ16M-1006 THESIS: 15 ECTS

OTLITA Bachelor's Thesis: 15 ECTS

Learning outcomes

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