

Curriculum at LAB University of Applied Sciences 2017-2018

Bachelor of Business Administration, part-time studies, Lappeenranta

Code	Name	ECTS total
LITAL17M	Bachelor of Business Administration, part-time studies, Lappeenranta	198
LITAL17M-1001 BASIC STUDIES		64
LITAL17M-1007 BUSINESS SKILLS		26
KLI0947	Basics of Business Operations	8
KLI0269	Macroeconomics	3
KLI1391	Managerial Work	5
KLI1326	Strategic Management and Simulation Game	4
KLI1170	Customer Service and Service Processes	3
KLI0930	Introduction to Logistics and Supply Chain	3
LITAL17M-1008 METHODOLOGICAL SKILLS		16
KPE0042	Orientation Studies	2
KMA0118	Business Mathematics	4
KLI1014	Introduction to Information Systems	3
KLI1015	Office Tools	3
KLI1213	Research Methods	4
LITAL17M-1009 PROFESSIONAL LANGUAGE AND COMMUNICATION STUDIES		22
KSU0036	Finnish Communication at Work	3
KRU0042	Swedish Communication at Work	3
KRU0055	Public Administration Swedish, Spoken Skills	0
KRU0054	Public Administration Swedish, Written Skills	0
KEN0076	English Communication at Work	3
KLI1323	Business Communication	4
KRU0053	Business Swedish	3
KEN0120	Business English	4
KEN0121	Business Correspondence	2
LITAL17M-1002 PROFESSIONAL STUDIES		86
LITAL17M-1010 FINANCIAL ACCOUNTING		33
KLI1174	Introduction to Financial Accounting	5
KLI1230	Digital Accounting and ERP Systems	3
KLI1175	Financial Accounting and Reporting	3
KLI1224	Valuation and Allocation of Assets in Financial Statements	4

KLI1176	Financial Statement and Its' Planning	3
KLI0931	Separate Financial Statement	3
KLI0018	Consolidated Financial Statements	3
KLI0625	Labour Law	3
KLI1327	Payroll Management	3
KLI1027	Introduction to Auditing	3
LITAL17M-1011 MANAGEMENT ACCOUNTING		27
KLI1227	Cost and Profitability Accounting	5
KLI1229	Budgeting and Performance Measuring	3
KLI1188	Capital Budgeting and Business Planning	3
KLI1228	Activity-Based Costing and Pricing	3
KLI1226	Analysing and Interpreting Financial Statements	5
KLI0971	Finance	5
KLI1180	Advanced Excel and VBA	3
LITAL17M-1012 TAXATION AND BUSINESS LAW		26
KLI0569	Company Law	3
KLI1286	Personal Taxation	2
KLI1026	Value-added Taxation	3
KLI1290	Business Taxation	3
KLI1291	Business Taxation in Practice	2
KLI1183	Financial Law	5
KLI1324	Administrative Procedures	2
KLI1233	Contract Law	3
KLI1232	Estate Law and Taxation	3
LITAL17M-1003 ADVANCED PROFESSIONAL STUDIES		0
LITAL17M-1004 ELECTIVE STUDIES		3
KRU0039	Swedish Refresher Course	3
KEN0094	English Refresher Course	3
KLI0852	Corporate Social Responsibility	3
KLI1328	Special Issues Related to Value-Added Taxation	3
KLI1375	Special Issues Related to Payroll Management	3
KLI1351	Digital Processes I	3
LITAL17M-1005 PLACEMENT		30
LITAPEHA	Basic Placement	15
LITAAMHA	Professional Placement	15
LITAL17M-1006 THESIS		15
KTE2382	Thesis Process	3
KLI1436	Thesis Plan and Seminars	4
KLI1437	Thesis Implementation and Report	8

LITAL17M Bachelor of Business Administration, part-time studies, Lappeenranta: 198 ECTS

LITAL17M-1001 BASIC STUDIES: 64 ECTS

LITAL17M-1007 BUSINESS SKILLS: 26 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.

KLI1391 Managerial Work: 5 ECTS

Learning outcomes

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KLI1326 Strategic Management and Simulation Game: 4 ECTS

Learning outcomes

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KLI1170 Customer Service and Service Processes: 3 ECTS

Learning outcomes

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KLI0930 Introduction to Logistics and Supply Chain: 3 ECTS

Learning outcomes

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

LITAL17M-1008 METHODOLOGICAL SKILLS: 16 ECTS

KPE0042 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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LITAL17M-1009 PROFESSIONAL LANGUAGE AND COMMUNICATION STUDIES: 22 ECTS

KSU0036 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.

KRU0042 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.

KEN0076 English Communication at Work: 3 ECTS

Learning outcomes

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

KLI1323 Business Communication: 4 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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LITAL17M-1002 PROFESSIONAL STUDIES: 86 ECTS

LITAL17M-1010 FINANCIAL ACCOUNTING: 33 ECTS

KLI1174 Introduction to Financial Accounting: 5 ECTS

Learning outcomes

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KLI1230 Digital Accounting and ERP Systems: 3 ECTS

Learning outcomes

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KLI1175 Financial Accounting and Reporting: 3 ECTS

Learning outcomes

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KLI1224 Valuation and Allocation of Assets in Financial Statements: 4 ECTS

Learning outcomes

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KLI1176 Financial Statement and Its' Planning: 3 ECTS

Learning outcomes

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KLI0931 Separate Financial Statement: 3 ECTS

Learning outcomes

For the students to be able to plan and compile a correct kind of financial statements for SME's and for the students to be able to read the statements

KLI0018 Consolidated Financial Statements: 3 ECTS

Learning outcomes

For the students to be familiar with the general principles in coming a consolidated financial statements taking into account the IAS/IFRS-standards

KLI0625 Labour Law: 3 ECTS

Learning outcomes

The course will offer the students the basic information about legislation governing employment relationships and terms of employment.

KLI1327 Payroll Management: 3 ECTS

Learning outcomes

Opiskelija hallitsee palkkahallintoon liittyvät keskeiset käsitteet. Opiskelija tuntee palkkahallintoa määrittelevät säännökset ja osaa etsiä palkkahallintoon liittyvää tietoa ja soveltaa sitä palkkahallinnon tehtävissä. Opiskelija osaa hoitaa yritysten palkanlaskentatehtäviä manuaalisesti ja sovellusten avulla.

KLI1027 Introduction to Auditing: 3 ECTS

Learning outcomes

Opiskelija oppii tilintarkastukseen liittyvät perusasiat, lainsäädännön ja käsitteet. Hän oppii suunnittelemaan ja toteuttamaan tilintarkastuksen ammattieettiset periaatteet huomioiden sekä osaa laatia vaadittavat työpaperit.

LITAL17M-1011 MANAGEMENT ACCOUNTING: 27 ECTS

KLI1227 Cost and Profitability Accounting: 5 ECTS

Learning outcomes

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KLI1229 Budgeting and Performance Measuring: 3 ECTS

Learning outcomes

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KLI1188 Capital Budgeting and Business Planning: 3 ECTS

Learning outcomes

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KLI1228 Activity-Based Costing and Pricing: 3 ECTS

Learning outcomes

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KLI1226 Analysing and Interpreting Financial Statements: 5 ECTS

Learning outcomes

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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.

KLI1180 Advanced Excel and VBA: 3 ECTS

Learning outcomes

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LITAL17M-1012 TAXATION AND BUSINESS LAW: 26 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.

KLI1286 Personal Taxation: 2 ECTS**Learning outcomes**

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KLI1026 Value-added Taxation: 3 ECTS**Learning outcomes**

Opiskelija osaa selvittää arvonlisäveron vaikutukset kirjanpidon ja tilinpäätöksen perusteella: osaa soveltaa ao. lainsäädäntöä eri laskentatilanteissa : osaa täyttää tarvittavat verolomakkeet.

KLI1290 Business Taxation: 3 ECTS**Learning outcomes**

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KLI1291 Business Taxation in Practice: 2 ECTS**Learning outcomes**

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KLI1183 Financial Law: 5 ECTS**Learning outcomes**

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KLI1324 Administrative Procedures: 2 ECTS**Learning outcomes**

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KLI1233 Contract Law: 3 ECTS**Learning outcomes**

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KLI1232 Estate Law and Taxation: 3 ECTS**Learning outcomes**

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LITAL17M-1003 ADVANCED PROFESSIONAL STUDIES: 0 ECTS

LITAL17M-1004 ELECTIVE STUDIES: 3 ECTS

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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KLI0852 Corporate Social Responsibility: 3 ECTS

Learning outcomes

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

KLI1328 Special Issues Related to Value-Added Taxation: 3 ECTS

Learning outcomes

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KLI1375 Special Issues Related to Payroll Management: 3 ECTS

KLI1351 Digital Processes I: 3 ECTS

LITAL17M-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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LITAL17M-1006 THESIS: 15 ECTS

KTE2382 Thesis Process: 3 ECTS

Learning outcomes

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KLI1436 Thesis Plan and Seminars: 4 ECTS

Learning outcomes

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KLI1437 Thesis Implementation and Report: 8 ECTS

Learning outcomes

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