16.02.2022

# **Curriculum at LAB University of Applied Sciences** 2021-2022

## **Bachelor of Business Administration, full-time studies, Lahti**

Code	Name	1 y	2 y	3 у	4 y	ECTS total		
LII21KLTI-1001 Common studies 15								
AY00BU33	Developing professional competence 1	1				1		
AY00BU34	Developing professional competence 2		1			1		
AY00BU35	Developing professional competence 3			1		1		
A300CE13	Orientation to Sustainability Thinking		2			2		
KE00BT61	English for Work	4				4		
KR00BU42	Swedish for Work, Spoken	1				1		
KR00BU43	Swedish for Work, Written	1				1		
KS00BT59	Expert Communication Skills	4				4		
LII21KLTI-1002 Professional Core Competence						75		
LII21KLTI-1025 Project management and networking								
AL00BV14	Project management	5				5		
AL00BV15	Digital tools	7				7		
AL00BV16	Personal branding	3				3		
AL00BV17	Research and Development		5			5		
AL00BV18	Anticipating Future Trends		5			5		
LII21KLTI-1004 Business models and processes						20		
AL00BV19	Customer relations and marketing	5				5		
AL00BV20	Supply network	5				5		
AL00BV21	Managerial work	5				5		
AL00BV22	Accounting	5				5		
LII21KLTI-1005 Transforming ideas into business								
AL00BV23	Fundamentals of business law and economics	5				5		
AL00BV24	Profitable enterprise		5			5		
AL00BV25	Successful business		5			5		
LII21KLTI-1006 Think Big - Global Approach to Business						15		
AL00BV26	Global Communication in Business	5				5		
AL00BV27	Presentation and Public Speaking Skills		5			5		
AL00BV28	Global Business Opportunities		5			5		
LII21KLTI-1007 Complementary Competence						75		
LII21KLTI-1023	Practical Training					30		
HA00BU36	Practical Training 1			10		10		

HA00BU37	Practical Training 2			10		10
HA00BU38	Practical Training 3			10		10
LII21KLTI-1024 Thesis						
AO00BU39	Thesis Planning				5	5
AO00BU40	Thesis Project				5	5
AO00BU41	Thesis Report				5	5

## LII21KLTI-1001 Common studies: 15 ECTS

## AY00BU33 Developing professional competence 1: 1 ECTS

#### **Learning outcomes**

The student is able to

- plan their own learning and cooperate in situations related to their own field of studies
- recognize their own competence and the needs to develop them further and to plan their career path observing them
- act as a group member
- operate in the learning environments of LAB University of Applied Sciences
- picture their own field of studies and its future skills
- give feedback on tuition and services and thus participate in the development of education

## AY00BU34 Developing professional competence 2: 1 ECTS

#### Learning outcomes

The student is able to

- utilize various learning opportunities in curriculum
- recognize and aim their own competences to be in level with the future career requirements
- create a study plan that supports the future career goal
- give feedback on tuition and services and thus participate in the development of education

## AY00BU35 Developing professional competence 3: 1 ECTS

#### Learning outcomes

The student is able to

- identify themselves as a learner and develop their own learning skills
- evaluate innovative or alternative future competences required in their own field
- recognize and aim their own competences to be in level with the future career requirements
- masters the professional concepts of their own field and is able to point out their competencies during job recruitment processes
- give feedback on tuition and services and thus participate in the development of education

## A300CE13 Orientation to Sustainability Thinking: 2 ECTS

#### **Learning outcomes**

Identify and define central concepts and frameworks related to sustainability. Recognize the

interconnectedness of economic, social and environmental sustainability issues. Understand and develop own individual role in driving sustainability.

#### **Evaluation criterias**

Level 1

Pass-Fail

## **KE00BT61 English for Work: 4 ECTS**

#### Learning outcomes

Proficiency level: B2

The student is able to

- communicate clearly and effectively in different generic and field-specific workplace situations both orally and in writing
- find, evaluate and use information effectively
- function collaboratively in international working environments.

## KR00BU42 Swedish for Work, Spoken: 1 ECTS

#### **Learning outcomes**

The student is able to

- convey and validate arguments
- use vital field-specific vocabulary
- communicate essential matters about their education, work experience and tasks
- present their field-specific operational environment
- communicate in various working life situations in Swedish.

The student completes the Public Administration Language Test in Swedish.

#### KR00BU43 Swedish for Work, Written: 1 ECTS

#### Learning outcomes

The student is able to

- use vital field-specific vocabulary
- communicate essential matters about their education, work experience and tasks
- understand and produce various short texts related to studies and working life
- acquire information on their field in Swedish
- -use online dictionaries.

The student completes the Public Administration Language Test in Swedish.

## **KS00BT59 Expert Communication Skills: 4 ECTS**

#### Learning outcomes

Proficiency level: C2

The student masters Finnish language as a mother tongue in all professional spoken and written

communication situations.

## LII21KLTI-1002 Professional Core Competence: 75 ECTS

## LII21KLTI-1025 Project management and networking: 25 ECTS

## AL00BV14 Project management: 5 ECTS

#### **Learning outcomes**

The student is able to

- apply creative problem solving
- plan, implement and evaluate a project
- use the methods and participatory tools used in project management

## **AL00BV15 Digital tools: 7 ECTS**

#### Learning outcomes

The student is able to

- use spreadsheet, text and presentation applications
- process and produce images and other visual material
- script out, record and edit a video

## AL00BV16 Personal branding: 3 ECTS

#### **Learning outcomes**

The student is able to

- recognise, create and act in networks
- negotiate and act in meetings
- visualise their own skills

## AL00BV17 Research and Development: 5 ECTS

#### Learning outcomes

The student is able to

- obtain, utilise and assess R&D-related information and their sources critically
- follow the rules of ethical principles applied in all research activities
- use the most typical research and development methods of their own field
- write a scientific report and is familiar with the requirements for language and style and how to document the sources

## AL00BV18 Anticipating Future Trends: 5 ECTS

#### **Learning outcomes**

The student is able to

- anticipate the changes in their own operational environment
- utilise the futures research materials produced by national and international societies in their own

#### field of studies

- use the terminology and methods of futures research in the research and development of their own field

## LII21KLTI-1004 Business models and processes: 20 ECTS

## AL00BV19 Customer relations and marketing: 5 ECTS

### Learning outcomes

The student is able to

- determine the key concepts of marketing and customer-oriented business
- identify the phases of a marketing and sales process
- recognise customer needs and understand their significance for the success of a company

## AL00BV20 Supply network: 5 ECTS

#### Learning outcomes

The student is able to

- describe the supply network entity and understand its role in a company's profitability
- use the methods applied in the development and monitoring of a supply network

## AL00BV21 Managerial work: 5 ECTS

#### Learning outcomes

The student is able to

- recognise the key prospects of HRM and labour legislation
- find solutions for successful team operation
- communicate effectively in a workplace community

## **AL00BV22 Accounting: 5 ECTS**

#### **Learning outcomes**

The student is able to

- take care of the accounting of a small company and draw up the financial statements
- understand the principles of VAT
- recognise how product costs are formed and apply this knowledge in the analysis of company profitability

## LII21KLTI-1005 Transforming ideas into business: 15 ECTS

#### AL00BV23 Fundamentals of business law and economics: 5 ECTS

#### **Learning outcomes**

The student is able to

- recognise the key juridical risks and opportunities when planning business operations
- describe the causes and effects for internal and external problems in economics

- describe the reasons and consequences of economic fluctuations and the central channels of influence in economic policy

## **AL00BV24 Profitable enterprise: 5 ECTS**

#### **Learning outcomes**

The student is able to

- use business mathematics methods applied in business activities
- draw up profitability calculations and budgets for business operations
- explain the value of entrepreneurship

#### AL00BV25 Successful business: 5 ECTS

#### Learning outcomes

The student is able to

- assess competition and market conditions
- recognise business opportunities
- plan and demonstrate distinctive business activities
- acknowledge customer- and user-friendly approaches when planning business operations

## LII21KLTI-1006 Think Big - Global Approach to Business: 15 ECTS

#### **AL00BV26 Global Communication in Business: 5 ECTS**

#### **Learning outcomes**

The student is able to

- identify aspects related to global corporate communication
- understand the communication process in purchasing and sales
- communicate both orally and in writing in different kinds of communication situations
- conduct meetings and negotiations in a global business environment

## AL00BV27 Presentation and Public Speaking Skills: 5 ECTS

#### **Learning outcomes**

The student is able to

- prepare and deliver business presentations in English
- become aware of different techniques used in presentations
- understand the role cultural aspects play in presentations

#### **AL00BV28 Global Business Opportunities: 5 ECTS**

#### Learning outcomes

The student is able to

- analyse global success stories and identify success factors
- become aware of and understand how a country's culture influences national and individual mode of thinking and behaving

- become aware of cultural differences in global business

## LII21KLTI-1007 Complementary Competence: 75 ECTS

LII21KLTI-1023 Practical Training: 30 ECTS

## **HA00BU36 Practical Training 1: 10 ECTS**

#### **Learning outcomes**

The student is able to

- describe work-related phenomena and use related concepts
- act in a productive way, following the practices of the workplace and the ethical principles of the profession
- use the techniques, work methods, models and processes that they have learnt
- act in a customer-oriented way in interactive situations in the workplace and in the cooperation network
- evaluate and develop their own competence int the work done in practical training

## **HA00BU37 Practical Training 2: 10 ECTS**

#### **Learning outcomes**

The student is able to

- describe work-related phenomena and use related concepts
- act in a productive way, following the practices of the workplace and the ethical principles of the profession
- use the techniques, work methods, models and processes that they have learnt
- act in a customer-oriented way in interactive situations in the workplace and in the cooperation network
- evaluate and develop their own competence int the work done in practical training

## **HA00BU38 Practical Training 3: 10 ECTS**

#### Learning outcomes

The student is able to

- describe work-related phenomena and use related concepts
- act in a productive way, following the practices of the workplace and the ethical principles of the profession
- use the techniques, work methods, models and processes that they have learnt
- act in a customer-oriented way in interactive situations in the workplace and in the cooperation network
- evaluate and develop their own competence int the work done in practical training

LII21KLTI-1024 Thesis: 15 ECTS

AO00BU39 Thesis Planning: 5 ECTS

#### Learning outcomes

The student is able to:

- describe the objectives and core contents of their thesis
- plan and describe the stages of the thesis process
- take into account the possible research permit and copyright issues.

## AO00BU40 Thesis Project: 5 ECTS

#### **Learning outcomes**

The student is able to:

- implement the thesis on the basis of an approved thesis plan.

## **AO00BU41 Thesis Report: 5 ECTS**

## **Learning outcomes**

The student is able to:

- present the results or output of their thesis
- report on their thesis in writing in accordance with the thesis guidelines of LAB University of Applied Sciences
- write a maturity test.