

Curriculum at LAB University of Applied Sciences 2024-2025

Bachelor of Business Administration 24S, online studies

Code	Name	1 y	2 y	3 y	4 y	ECTS total
LLPRLII24SV-1001 CORE COMPETENCE						135
LLPRLII24SV-1002 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
LLPRLII24SV-1003 Professional Core Competence						75
LLPRLII24SV-1004 Project Management and Networking						15
AL00CD58	Project Management and Project Work	5				5
AL00CD59	Digital Tools and Visual Content Editing	7				7
AL00CD60	Professional Branding	3				3
LLPRLII24SV-1005 Business Models and Processes						20
AL00CD61	Customer Relations and Marketing	5				5
AL00CD62	Logistics and Supply Chain Management	5				5
AL00CD64	Financial Accounting	5				5
AL00CT70	Management and Leadership	5				5
LLPRLII24SV-1006 Basis and Development of Business						30
AL00CD65	Economics	3				3
AL00CD66	Business Mathematics	4				4
AL00CD70	Business Law	4				4
AL00CD67	Profitability and Budgeting		5			5
AL00CD68	Anticipating Future Trends and Innovation Process		5			5
AL00CD69	Entrepreneurship, Transforming Innovations into Sustainable Business		4			4
AL00CD71	Research and Development		5			5
LLPRLII24SV-1007 Languages and Culture						10
AL00CD72	Professional Reading	3				3
AL00CD73	Meetings and Presentations		4			4

AL00CD74	Business Writing				3			3
LLPRLII24SV-1008 Practical Training								30
HA00CD56	Practical Training				10			10
HA00BU37	Practical Training 2				10			10
HA00BU38	Practical Training 3				10			10
LLPRLII24SV-1009 Thesis								15
AO00BU39	Thesis Planning				5			5
AO00BU40	Thesis Project				5			5
AO00BU41	Thesis Report				5			5
LLPRLII24SV-1025 COMPLEMENTARY COMPETENCE								75
LLPRLII24SV-1026 Digital marketing and customer experience								40
LLPRLII24SV-1027 Management, HR and Entrepreneurship								45
LLPRLII24SV-1028 Financial Accounting								75
LLPRLII24SV-1029 Good Accounting Practice								20
LLPRLII24SV-1030 Management Accounting								20
LLPRLII24SV-1031 Financial Markets								20
LLPRLII24SV-1032 Taxation and Planning the Financial Statements								15
LLPRLII24SV-1033 Business Intelligence								15
LLPRLII24SV-1034 Business Development								20
LLPRLII24SV-1035 Real estate management business								30
LLPRLII24SV-1040 Real estate management business								30
AL00CR23	Real estate management							0
AL00CR24	Housing cooperative management							0
AL00CR25	Housing cooperative economy							0
AL00CR26	Communication and customer service in real estate management							0
AL00CS81	Basics of renovation							0
AL00CS80	Basics of building and real estate maintenance							0
LLPRLII24SV-1036 Individual courses, which are not included in any of the modules								0
LLPRLII24SV-1037 Other studies in LAB (i.e. Language and communication)								0
LLPRLII24SV-1038 Other University Level Studies								0
LLPRLII24SV-1039 Exchange studies								0

LLPRLII24SV-1001 CORE COMPETENCE: 135 ECTS

LLPRLII24SV-1002 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.

LLPRLII24SV-1003 Professional Core Competence: 75 ECTS

LLPRLII24SV-1004 Project Management and Networking: 15 ECTS

AL00CD58 Project Management and Project Work: 5 ECTS

Learning outcomes

Student is able to

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

AL00CD59 Digital Tools and Visual Content Editing: 7 ECTS

Learning outcomes

The student is able to

- utilise essential office applications in their studies
- utilise cloud services as part of team work
- function in an online learning environment
- produce and edit images and videos

AL00CD60 Professional Branding: 3 ECTS

Learning outcomes

The student is able to

- understand the phenomenon of personal branding.
- use different kinds of tools in personal branding
- build a personal brand.
- apply social media in building a personal brand.

LLPRLII24SV-1005 Business Models and Processes: 20 ECTS

AL00CD61 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

AL00CD62 Logistics and Supply Chain Management: 5 ECTS

Learning outcomes

Student is able to

- use basic concepts of logistics and supply chain management.
- the principles of value chain formation.
- identify the impact of logistics and supply chains on the company's profitability and competitiveness.
- describe the importance of customer orientation and stakeholder cooperation throughout the supply chain.

AL00CD64 Financial 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

AL00CT70 Management and Leadership: 5 ECTS

Learning outcomes

Students knows:

- key management & leadership models and methods.

- the characteristics of modern management & leadership and the importance of the organization of the work community.
- the diverse field of responsibilities of managers and their own role in it.
- basics of labor law

LLPRLII24SV-1006 Basis and Development of Business: 30 ECTS

AL00CD65 Economics: 3 ECTS

Learning outcomes

The student is able to

- describe the basic concepts of micro- and macroeconomics
- recognise the causes and effects for internal balance problems in economy
- understand the special features of labour market
- describe the reasons and consequences of economic fluctuations and the central channels of influence in economic policy
- understand the basic functions of foreign exchange market

AL00CD66 Business Mathematics: 4 ECTS

Learning outcomes

Student is able to

- understand common mathematical methods used in real business life and when to use them.
- practice critical thinking and handles the problem solving skills.
- find and utilise up to date information.
- find confidence by gaining routine of calculation.

AL00CD70 Business Law: 4 ECTS

Learning outcomes

The student is able to:

- Describe the fundamental aspects of the Finnish legal system, legal entities and legal relationships
- Use legal sources and search engines
- Take into account the main legal risks and opportunities in business planning

AL00CD67 Profitability and Budgeting: 5 ECTS

Learning outcomes

The student is able to

- produce cost-volume-profit analyses
- identify cost drivers and apply cost data in price setting
- draw up budgets and define the budgeting process

AL00CD68 Anticipating Future Trends and Innovation Process: 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

AL00CD69 Entrepreneurship, Transforming Innovations into Sustainable Business: 4 ECTS

Learning outcomes

Student is able to

- understand entrepreneurship through personal development
- find and utilize different customer oriented business opportunities
- evaluate profitability of business idea
- develop business models

AL00CD71 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

LLPRLII24SV-1007 Languages and Culture: 10 ECTS

AL00CD72 Professional Reading: 3 ECTS

Learning outcomes

Proficiency level: B2

Students are able to

- comprehend, analyze and summarize authentic professional texts in English
- learn and master strategies for expanding professional vocabulary
- use strategies for effective reading.

AL00CD73 Meetings and Presentations: 4 ECTS

Learning outcomes

The student is able to

- implement meeting practices and produce meeting documents
- communicate fluently in professional conversations, meetings and negotiations
- present convincingly considering the audience

AL00CD74 Business Writing: 3 ECTS

Learning outcomes

Proficiency level: B2

The student is able to:

- interpret business transaction documents
- use field-specific business terminology and style of writing
- prepare clear and accurate business messages in correct English
- prepare explicit and effective texts for use within and outside the organization, and to meet the communicative needs.

LLPRLII24SV-1008 Practical Training: 30 ECTS

HA00CD56 Practical Training: 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 into 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 into 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 into the work done in practical training

LLPRLII24SV-1009 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.

LLPRLII24SV-1025 COMPLEMENTARY COMPETENCE: 75 ECTS

LLPRLII24SV-1026 Digital marketing and customer experience: 40 ECTS

LLPRLII24SV-1027 Management, HR and Entrepreneurship: 45 ECTS

LLPRLII24SV-1028 Financial Management: 75 ECTS

LLPRLII24SV-1029 Good Accounting Practice: 20 ECTS

LLPRLII24SV-1030 Management Accounting: 20 ECTS

LLPRLII24SV-1031 Financial Markets: 20 ECTS

LLPRLII24SV-1032 Taxation and Planning the Financial Statements: 15 ECTS

LLPRLII24SV-1033 Business Intelligence: 15 ECTS

LLPRLII24SV-1034 Business Development: 20 ECTS

LLPRLII24SV-1035 Real estate management business: 30 ECTS

LLPRLII24SV-1040 Real estate management business: 30 ECTS

AL00CR23 Real estate management: 5 ECTS

Learning outcomes

Student is able to:

- utilise real estate management's terms and is familiar with the essential legislation regulating in the field
- describe the essential tasks of the estate manager and the real estate management agency
- describe real estate management's operational environment and its changes

AL00CR24 Housing cooperative management: 5 ECTS

Learning outcomes

Student is able to:

- understand the essential legislation regarding a housing cooperative and its management
- organise an annual general meeting as well as a board meeting and knows their meeting practices
- describe the essential contract's meaning regarding real estate management
- understand the responsibility matters regarding a housing cooperative's management

AL00CR25 Housing cooperative economy: 5 ECTS

Learning outcomes

Student is able to:

- follow and analyse a housing cooperative's economic situation based on reports
- compose a budget and an annual report for a housing cooperative
- understand the fiscal questions regarding a housing cooperative
- organise the funding of a housing cooperative's repair project as well as interpret the economic documents of a repair project

AL00CR26 Communication and customer service in real estate management: 5 ECTS

Learning outcomes

Student is able to:

- analyse the different service concepts of real estate management
- recognise the importance of customer feedback in work and its development
- recognise the quality factors of real estate management and develop operation according to them
- recognise different communication target groups and carry out communication methodically
- utilise different communication channels effectively and purposefully
- produce clear documents and briefings

AL00CS81 Basics of renovation: 5 ECTS

Learning outcomes

Student is able to:

- understand the different phases of a renovation project
- recognise the most typical buildings and structures of different periods of time
- understand the evaluation process of a building's condition

- recognise different project's technical features

AL00CS80 Basics of building and real estate maintenance: 5 ECTS

Learning outcomes

Student is able to:

- understand a building's parts and their functions
- understand the different sectors, their functions and energy efficiency demands of a building's construction technology
- understand the responsibilities and roles of different parties in a construction project
- understand the requirements of a real estate's technical maintenance

LLPRLII24SV-1036 Individual courses, which are not included in any of the modules: 0 ECTS

LLPRLII24SV-1037 Other studies in LAB (i.e. Language and communication): 0 ECTS

LLPRLII24SV-1038 Other University Level Studies: 0 ECTS

LLPRLII24SV-1039 Exchange studies: 0 ECTS