LAUREA **AMMATTIKORKEAKOULU**
University of Applied Sciences

Quality criteria for Laurea's daytime studies and blended learning

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Name of assessed study unit and implementation code: _____

Teachers: _____

A = Accomplished   **N** = Not accomplished

Objectives, description and starting the study unit	A/N	Comments
The learning objectives of the study unit are described clearly as work-oriented skills and competences.		
The work methods of the implementation are also designed to support the learning of general workplace competences: self-management and entrepreneurial mindset, critical thinking and problem-solving competence, foresight and innovative competence, communications and interaction competence, global competence, and responsibility competence.		
The progress and method of completion of the study unit are clearly indicated in Peppi (Pakki) two weeks before the registration opens. The implementation plan includes the learning outcomes, evaluation criteria and areas, implementation methods, workload, mandatory literature, the actual start and end dates of the studies, the implementing campus, language of instruction, registration period, and number of credits.		
The recognition of prior competences and work-based learning practices of the study unit are described clearly and explained to the students at the beginning of the study unit or earlier.		
In daytime studies, the study unit includes regular face-to-face instruction throughout the implementation.		
All face-to-face instruction has been planned so that it is significant for the development of competence.		
The communication practices of the study unit will be agreed with the students and must be adhered to.		

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Learning assignments	A/N	Comments
The sense of community and grouping of students are supported by means of different pedagogic solutions.		
The assignments are closely related to the learning outcomes of the study unit and real work-related situations, and they contribute to Learning by Developing (LbD).		
The assignments are easy to understand and they steer the work of the student. The learning outcome, methods, competence assessment criteria and schedule of each exercise are easy to find.		
The scope of the assignments corresponds to the scope of contents to be acquired. The assignment indicates the estimated time needed for the completion of the exercise.		
The assignments make it possible for the student to progress at an individual level (e.g. acceleration of studies).		

Materials and learning environment supporting learning	A/N	Comments
The student receives guidance in the selection of study materials that will support the learning outcome and learning exercises, and data acquisition guidance has been arranged.		
The materials are up-to-date and retrieved from reliable sources.		
Rights of use to the materials have been confirmed. References and copyright information are indicated appropriately.		
The rights of use to the materials produced by the teacher are indicated clearly (use of CC licenses is recommended).		
The contents of the study unit are up-to-date in the online learning platform, and the entity is uniform and clear.		
Adequate competence of students with regard to the systems and tools used is ensured.		

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Guidance and feedback	A/N	Comments
The student receives regular guidance and feedback from the instructor. Students know how and when guidance and feedback will be offered.		
The instructor supports the completion of the study unit.		
Students know how to send feedback in Pakki throughout the studies.		
Feedback from students is utilised in the development of the studies, and students also receive feedback on their feedback.		
Students receive guidance on how to register workplace partners in the PRM system.		

Assessment of competence	A/N	Comments
Assessment of competence takes place during the entire learning process, and versatile methods are used. Students also receive oral assessment.		
The student takes active part in self-assessment and peer-assessment.		
The work completed during the implementation of a study unit or a project is assessed no later than four weeks from the completion date. The grade is entered in the study register no later than three weeks from the completion of the implementation.		