



# ECTS

## EUROPEAN CREDIT TRANSFER SYSTEM

*Information Package  
Academic Year 2012/2013*

*Mikkeli University of Applied Sciences  
Nikkarila Campus | Unit of Forestry*



**MIKKELIN AMMATTIKORKEAKOULU**

**Mikkeli University of Applied Sciences**

*Got to Get in.*



*WELCOME!*

*1. NIKKARILA CAMPUS*

*2. STUDY PROGRAMMES TAUGHT IN FINNISH*

*3. INTERNATIONAL ACTIVITIES*

*4. COURSES OFFERED IN ENGLISH 2011/2012*

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# WELCOME!

I am delighted that you are considering – or have already decided – to do a part of your studies at the Campus of Forestry, Mikkeli University of Applied Sciences, Pieksamäki Finland. Our Campus has a long tradition of forestry education. The Campus of Forestry, called Nikkarila and founded in 1905, is one of the oldest forestry education institutions in Finland.

Our campus of forestry is also responding to the requirements of modern society by introducing our study programmes in engineering of forestry. Our aim is to provide our students with learning experiences of the best possible quality.

We believe that exchange programmes are a great opportunity for students not only to get new information about their field, but also to see the things they have already learnt from a different perspective and to experience life in a foreign country. Finland and its different regions, forests, lakes and urban areas have a lot to offer, whether you are interested in culture or sports.

This *ECTS Information Package* contains information about the Campus its organisation structure, study programs in Finland and especially about study courses offered in English.

Welcome to our faculty. We all hope that you will have a fruitful stay here and enjoy your time with us!

I am looking forward to seeing you at  
Mikkeli University of Applied Sciences, Nikkarila Campus.

*Jukka Mäntylä*

# 1. NIKKARILA CAMPUS, THE CAMPUS OF FORESTRY

## *Name and address*

### ► **Mikkeli University of Applied Sciences**

Nikkarila Campus( Forestry)  
Metsäopistontie 100  
FIN 76100 Pieksämäki  
FINLAND

Tel: 358-40-8420625,  
e-mail: [erkki.tillikainen@mamk.fi](mailto:erkki.tillikainen@mamk.fi)  
www: <http://www.mikkeliyamk.fi/index.asp?language=2>

### ► **Erasmus ID code: SF MIKKELI 06**

More information visit the following web pages of STUDENT  
[http://student.mikkeliyamk.fi/index.asp?language=2&menu\\_id=406](http://student.mikkeliyamk.fi/index.asp?language=2&menu_id=406)

## *Brief history*

The Campus of Forestry in Nikkarila Pieksämäki, founded in 1905, is one of Finland's oldest forestry education institutions. Nikkarila offers a polytechnic level forestry engineer course and adult education. In basic education we offer two options: Forestry and Forest Product Marketing. In adult education we concentrate on forestry based business, management, communications, media and other customer designed programs. The campus is located between three beautiful lakes 4 km from Pieksämäki. The surrounding forests are owned by the school.

## *Living in Nikkarila, Pieksämäki*

The spirit of Nikkarila is one of a kind. In a small community, about 150 - 200 students altogether, the students and the teachers are one big family. The School has a long and good reputation in Finnish forestry. Most of the students live on the school campus only a few hundred metres from the main building. Nikkarila and its surroundings offer very good possibilities for nature oriented hobbies.

## *General information about Pieksämäki*

Characteristic of the landscape of Pieksämäki are the high moraine hills, which were settled in the 13<sup>th</sup> and 14<sup>th</sup> centuries. Pieksämäki was established between 1573 and 1575. Nowadays Pieksämäki is the heart of Central-Savo. The Savo railway, which was built in 1889, gave the region a new look. The East - West railway was brought into use in 1918. The new railways and their junction shaped the town.

Pieksämäki is a well planned small town and regional centre. The town plan includes a variety of elements: squares, parks and boulevards. The railways, trade and services play the principal roles in the economic life of Pieksämäki. The metal and printing industries are the main employers.



In Pieksämäki you don't have to go far to see and experience the wonders of nature. The climate and the deep forests in this watershed region are clearly boreal. You can find many northern species, like swans, in Pieksämäki region. Lake Pieksänjärvi reaches into the centre of the town. You can take long walks along the shoreline of various lakes around Pieksämäki. Also the forests and the peat lands of the area are worth getting to know.

<http://www.pieksamaki.fi/>

The distance from Helsinki to Pieksämäki is 330 km. The easiest way to reach Pieksämäki is by train. Pieksämäki, the crossing point of the Finnish railways, has excellent railway contacts to all over Finland.

The map of Pieksämäki region: <http://maps.google.fi/maps?hl=fi&ie=UTF-8&tab=wl>



### *How to arrive at Mikkeli University of Applied Sciences, Nikkarila Campus*

Please find this information how to arrive at our institute Mikkeli University of Applied Sciences/Pieksämäki Campus of forestry. After arrival to Helsinki from airport of Vantaa it is more economic for you to take FINNAIR buses, which are leaving quite near to airport to the center of the Helsinki. The bus stops quite near to the railway station (under 100 m) and so you are in the railway station. There you can ask from taxi to get Eurohostel if you need economic accommodation in Helsinki. Please check more information of Eurohostel to visit their web pages:

[www.eurohostel.fi/](http://www.eurohostel.fi/)

You choose the train leaving towards north. It is better to buy two way ticket from Helsinki to Pieksämäki (you must leave the train at Pieksämäki, it will be your "home town"). Don't leave the train in Mikkeli (although the name is our University of Applied Sciences is called University of Applied Sciences of Mikkeli. The Campus of Forestry is located in the town of Pieksämäki (75 kms still north from Mikkeli)

Please check from the timetable and visit the web pages of Finnish Railways, VR (<http://www.vr.fi/eng>) and choose the most suitable train for you. You can also search the Finnish railway timetable service in internet in English. You choose train from Helsinki via Kouvola to Pieksämäki. Then you can look the suggested connections.

## 2. STUDY PROGRAMMES TAUGHT IN FINNISH

### **The study programmes taught in Finnish :**

#### **CURRICULA OF DEGREE PROGRAMMES at Mikkeli UAS**

<http://opas.mikkeliyamk.fi/ulkoiiset/opinto-opas2010/eng/>

#### **CURRICULA OF DEGREE PROGRAMMES in Forestry**

[N90 Degree Programme in Forestry](#) (fi)

#### **Master's studies at Mikkeli UAS**

[http://www.mamk.fi/masters\\_degree](http://www.mamk.fi/masters_degree)

### ***Adult Education (Finnish)***

Adult education is implemented as continuous education in the field of forestry. The adult education consist basically three different kinds of programs:

1. Degree oriented for those of previous knowledge and working life history. We have implemented during the last years programs leading to the bachelor degree (focus on marketing management in forest or legal issues in forestry) and the master degree (Business Operations in Forestry).
2. Specialization studies: long lasting programs according to the needs of working life e.g. legal issues in forestry, forest road construction and forest ditching specialist.
3. Short programs or courses designed according to the needs of working life, e.g. organization development, strategies, welfare if work.

Contact person:

Pasi Pakkala

[pasi.pakkala@mamk.fi](mailto:pasi.pakkala@mamk.fi)



# 3. INTERNATIONAL ACTIVITIES AT THE CAMPUS OF FORESTRY

## STUDENT EXCHANGE IN MIKKELI UNIVERSITY OF APPLIED SCIENCES

Mikkeli University of Applied Sciences is one of the most international University of Applied Sciences' in Finland. Due to the extensive network of partner institutions all over the world Mikkeli University of Applied Sciences students have the opportunity to spend a semester or a whole academic year studying abroad. Exchange period abroad is an excellent way to improve your language skills, gain more experiences in life and make new friends.

In addition to these facts, after your studies abroad you will be more mature and capable of facing the challenges of the more and more international working life. Mikkeli University of Applied Sciences has over 200 partner institutions all over the world. Every year, approximately 230 of our students spend a study period abroad. The most popular destinations have been Great Britain, the Netherlands, Germany and Sweden. There are, however, students leaving for more distant continents as well, i.e. North and South America, South-East Asia and Australia. Depending on the destination and the eligibility to the respective exchange program, the students have the opportunity to get a grant for their studies abroad.

Mikkeli University of Applied Sciences' reputation as an international institution of higher education has grown during the recent years. We receive yearly approximately 90 foreign students during our autumn and spring semesters. The English language International Summer Term has turned out to be particularly popular among the students and teachers of our partner institutions - every summer, more than 100 foreign students come to study at Mikkeli University of Applied Sciences.



## *Enrolment procedure*

Mikkeli UAS uses an [Online Application System](#) for incoming exchange students. Please, fill in the requested information and submit the application form to us. The application period for the autumn term and the whole academic year is 1 April - 15 May, 2012. Courses for the academic year 2012 - 2013 are available. Please note, that minor changes are possible.

In addition to the above mentioned studies, courses are offered in English during the International Summer Term 2011. You can check the summer program and submit the application form at [www.efist.org](http://www.efist.org).



## *Academic calendar for exchange students*

► **Autumn semester:**

20 August – 21 December 2012

► **Spring semester:**

7 January – 31 May 2013

**International Services in Mikkeli University of Applied Sciences**  
**Erasmus coordinator:**

**Eeva Virtanen**  
International Coordinator  
Mikkeli University of Applied Sciences  
P.O.Box 181, 50101 MIKKELI, FINLAND  
Tel. +358 15 355 6355  
Fax. +358 15 355 6377  
E-mail: [eeva.virtanen@mamk.fi](mailto:eeva.virtanen@mamk.fi)



### *Host country formalities*

Please contact your nearest Finnish Embassy or Consulate to find information about the documents required when studying in Finland. The documents may include the following according to which country (EU-, Non-EU, Nordic Country) you are coming from:

- Passport or ID-card
- Visa documentation (non-EU and non-Nordic citizens)
- Non-EU and non-Nordic citizens: Health Inspection document by authorized doctor
- EU-citizens: International Health Insurance papers (e.g. E111- and E128 -forms)
- Travel insurance policy
- Certificate of vaccination (diphtheria and tetanus)

### *a) Residence permit: Citizens of EU/EEA and Nordic countries*

EU and Nordic citizens who will be staying in Mikkeli University of Applied Sciences **for more than three months** will need to apply for a residence permit at the Pieksämäki police station. The following documents are necessary:

- 1) Passport;
- 2) Two passport photos;
- 3) Letter of acceptance from Mikkeli University of Applied Sciences;
- 4) Certificate of funding, i.e. proof that you have enough money to support yourself (e.g. certificate of your Erasmus/Nordplus status and the amount of your grant) - this should be obtained at your home institution;
- 5) Proof of health insurance (e.g.. form E-111/E-128 from your home country). Please note that the travel insurance is not enough!
- 6) They charge of this 40 euros

### *b) Residence permit: Citizens of other countries*

Students from non-EU/EEA and non-Nordic countries, in general, need to obtain a residence permit through the Finnish embassy or legation in their home country before arrival in Finland. The residence permit will be valid for one academic year at a time; the permit then needs to be extended by the local police authorities. Contact the Finnish embassy or legation in your home country for further details.

### *c) Accommodation*

The Campus of Forestry will help you in finding the accommodation and the exchange students usually live in the apartments near to the Nikkarila Campus area. This is located quite near to the campus. You will share your room with other Finnish or foreign student according to the agreement. The accommodation is equipped with WLAN.

The price of accommodation is about 76 EUR /per./month (2 persons/room). The price includes water, heating, electricity and basic furniture (bed, table, chairs). The price does not include cleaning or meals. After your arrival at the Campus of Forestry you will sign the housing contract in the Campus office.



#### *d) Health services and insurance*

All students are entitled to use the services of the school nurse free of charge. You can also use the services offered by Pieksämäki Health Care Centre. Private services are much more expensive unless you have a valid travel insurance which covers these.

Your national health care insurance is also valid in Finland if you come from the EU or EEA countries. Please check your social insurance in your own country. You also need an E-111/E-128 form from your local health authority to bring with you to Finland. Before you leave, remember to check up your insurances. We recommend you to obtain insurance covering free time and travel and health care.

#### **HEALTH CARE SERVICES IN PIEKSÄMÄKI**

##### **School Nurse and Doctor**

For more information, please check the student pages:

[http://student.mikkeliyamk.fi/index.asp?language=2&menu\\_id=406](http://student.mikkeliyamk.fi/index.asp?language=2&menu_id=406)

(free of charge for all Mikkeli University of Applied Sciences students)

##### **The Main Health Centre**

Address: Tapparakatu 1-3, 76100 Pieksämäki

Tel: 015- 788 2111 (switch board)

<http://www.pieksamaki.fi/fi/maahanmuuttajat/terveyspalvelut>

##### **First Aid Clinic**

tel. (015) 788 4380,

address: Pieksämäen sairaala (Hospital), Sairaalandie 14, 76100 Pieksämäki

Monday- Friday 8.00-15.30

Besides the above-mentioned, there is an emergency duty at

- Mikkeli Central Hospital

Address: Porrassalmenkatu 35-55

Appointment time should be reserved in advance by calling +358 15 211 411.

With European Health Care Insurance Card the fee varies between 12.80 € and 25.60 €. Without European Health Care Insurance Card the payment is from 80 € to 100 €. Sometimes it is cheaper to go to the private doctor.



### *e) Study facilities at the host institution*

#### **Library**

The library of the Campus of Forestry part of the Mikkeli University of Applied Sciences Information and library services, for more information please see

[http://kirjasto.mikkeliyamk.fi/index.asp?language=2&menu\\_id=502](http://kirjasto.mikkeliyamk.fi/index.asp?language=2&menu_id=502)

The opening hours of the library are as follows:

Mon – Thu	09.00 - 16.00
Fri	09.00 - 14.00

#### **Computers**

The computers in computer classes are at your disposal on school days between 8 a.m. - 9 p.m. whenever there are no lessons going on. Furthermore, there are computers in the library for students' use. The computers are equipped with the Microsoft Office package and some special programs. There is also access to Internet. WLAN is at your disposal in the whole campus.

IMPORTANT! In the main building the alarm system is on weekdays between 21.00 - 06.00 and on weekends always. It is so no permitted to be in during those times.

#### **Student association**

The students' association in Mikkeli University of Applied Sciences is called MAMOK, Mikkeli University of Applied Sciences Student Union. Its principal function is to attend to students' interests by influencing decision-making in the administration of Mikkeli University of Applied Sciences and city councils. Furthermore, the state administration is influenced through the national umbrella organisation SAMOK. The members of the student association get many benefits, for example, in travelling, telephone and insurance services.

For more information:

See the Union web site, [www.mamok.fi](http://www.mamok.fi),

E-mail the Union at [international@mamok.fi](mailto:international@mamok.fi),

or pop into one of the student unions' offices located on each campus for a chat.

## *Other practical information*

### **Shops**

Grocery shops and department stores in Pieksämäki (and in Finland in general) are usually open between 9.00-20.00 on weekdays and between 9.00-18.00 on Saturdays, on Sundays the shops are normally closed with the exception of some small grocery shops). There may also be some extended opening hours on Fridays until 21.00 and some grocery shops already open their doors at 8.00 or even at 7.00 on weekdays.

### **Banks**

Banks in Pieksämäki (and in Finland in general) are open 9.30-16.15 on weekdays (Mo-Fri), at weekends the banks are closed.

If you are staying in Mikkeli for a longer period, you might consider the possibility of opening a bank account. There are several banks at the Pieksämäki centre such as: Nordea ,Osuuspankki and Sampo pankki

1. Reserve an appointment at the bank for opening an account beforehand! Banks in Finland tend to have long lines for walk-in service.
2. Take your passport, study certificate from Mikkeli University of Applied Sciences and declaration form (available at the International Office) filled in beforehand with you.
3. The services offered by the bank include disposal account, balance report once a month, ATM-card or Visa-electron card, Solo codes.

There is money exchange available at any bank in Finland but it's wise to change bigger amounts at one time to avoid paying high service charges. It is also possible to withdraw money from a foreign bank account by using an ATM-card from your account at home. The international services which ATM-machines support in Finland include: Visa, Visa Electron, Euro Master Card, Maestro, Plus, Cirrus, EC and Solo. Most major international credit cards including VISA, Master Card and American Express are widely accepted in Finland.

### **Postal services**

The main post office is located at the very centre of Pieksämäki and it is open on weekdays (Mo-Fri) . The letterboxes in Finland are yellow. There is also post service at the Campus of Forestry.

## INTERNATIONAL CONTACTS

International partner institutions of the Department of Forestry

### EUROPE

- 
- E. U. I. T. For, Universidad Politécnica de Madrid, Madrid, Spain  
<http://www.forestales.upm.es/>
- E. T. S. I. de Montes Universidad Politécnica de Madrid, Madrid, Spain  
<http://www.montes.upm.es/>
- UPV Universidad Politécnica de Valencia, Spain  
<http://www.upv.es/entidades/EPSC/index-en.html>
- Fachhochschule Eberswalde, Eberswalde, Germany  
<http://www.fh-eberswalde.de/>
- Fachhochschule Bingen, Germany  
<http://www.fh-bingen.de/>
- Fachhochschule Roseinheim, Germany  
<http://www.fh-rosenheim.de>
- Inverness College/ Scottish School of Forestry, Inverness Scotland  
<http://www.inverness.uhi.ac.uk/>
- HEPHO, Belgium  
<http://www.condorcet.be/>
- University of Limerick, Ireland  
<http://www.ul.ie/>
- Mendel University of Agriculture and Forestry, Czech Republic  
<http://www.ldf.mendelu.cz>
- Transilvania University of Brasov, Brasov Romania  
<http://www.unitbv.ro/>
- Opole University of Technology  
<http://www.po.opole.pl/index.php?lang=eng>



## LATIN AMERICA

- Universidad del Bío Bío, Concepción, Chile  
<http://www.ubiobio.cl/>
- Universidad de Concepción, Concepción, Chile  
<http://www.udec.cl/>
- Universidad de Chile, Santiago de Chile, Chile  
<http://www.uchile.cl/>
- Universidad de los Andes, Mérida, Venezuela  
<http://www.uniandes.edu.co/>
- Universidad Autónoma Juan Misael Saracho, Tarija, Bolivia  
<http://www.ujams.edu.bo/>
- Universidade de Vicososa, Minas Gerais de Vicososa, Brasil  
<http://www.ufv.br/>
- Universidade Federal do Paraná, Curitiba, Brasil  
<http://www.ufpr.br/>
- Universidad Nacional de Santiago del Estero, Santiago del Estero, Argentina  
<http://www.unse.edu.ar/>
- Universidad Autónoma de Chihuahua, Chihuahua, México  
<http://www.uach.mx/>

## RUSSIA

- St. Petersburg State Forest Technical Academy  
<http://ftacademy.ru/eng/faculties.html>
- St. Petersburg State Technical University of Plant Polymers  
<http://www.gturp.spb.ru/engl.htm>
- 

## NORTH AMERICA

- University of Idaho, U.S.A.  
<http://www.uihome.uidaho.edu/uihome/>

## AFRICA

- Ogongo Agricultural College, Namibia  
<http://www.schoolnet.na/ICS/careers/agriculturalcolleges.html>

## WHAT IS ECTS?

**The European Credit Transfer System (ECTS)** was developed by the European Commission to facilitate student exchange among universities throughout Europe – and in future, even further. It provides a mechanism to create transparency, to build bridges between institutions and to widen the choices available to students. The system enables the institutions to recognize the learning achievements of students through the use of commonly understood measurements – credits and grades – and it also provides a means to interpret national systems of higher education. Full academic recognition means that the study period abroad (including examinations or other forms of assessment) replaces a comparable period of study at the home institution, though the content of the agreed study programme may differ.

The ECTS system is based on three core elements:

- ▶ **information** – on study programs and student achievements,
- ▶ **mutual agreement** – between the partner institutions and the student,
- ▶ **use of ECTS credits** – the ECTS credits indicate the student workload – 60 credits represent the workload of an academic year.

**LLP/Erasmus Program** is the way of obtaining mutual agreements between universities and colleges in different countries. The European Commission has decided to include the ECTS in its proposal for the Socrates Program, in particular in Chapter 1 on higher education (Erasmus).

Three key documents:

▶ **Information Package**

supplies written information to students and staff on institutions, departments/faculties, organisation and structure of studies and course units

▶ **Learning Agreement**

covers the program of study to be taken and the ECTS credits to be awarded for their satisfactory completion

▶ **Transcript of Records**

shows students' learning achievements in a way which is comprehensive, commonly understood and easily transferable from one institution to another

# 4. COURSES OFFERED IN ENGLISH

## STUDIES IN PIEKSÄMÄKI

### DEGREE PROGRAMME IN FORESTRY, PIEKSÄMÄKI

Module code	Study Modules	Lecturer	ECTS	Period			
				IV	V	I	II
<b>Basic Studies</b>							
A00A502	Project Management Skills	Kirsi Itkonen	5	x	x	x	x
<b>Professional Studies</b>							
N90B026	Silviculture 1	Erkki Tillikainen	8	x	x		
N90B025	Environmental Issues in Forestry	Johanna Jalkanen	8	x	x		
N90C038	Forestry and Forest Management	TL, KI, ET	5	x	x		
N90C036	Mechanized Logging	Timo Leinonen	5	x	x		
N90C033	GIS Analysis	Pertti Kilpeläinen	5			x	x
N90B039	Forest Inventory	Heikki Lehmonen	5			x	x
N90B034	Themed Studies in Silviculture	Jukka Mäntylä	5	x	x		
N25AE03	English Preparation Course	N.N	3	x			
N90AE04	Communication Skills in English	N.N	3	x	x		
N90AE05	Professional English	N.N	3			x	x
	Thesis	Pasi Pakkala	15	x	x	x	x



# 5. WEB TIPS

## SOME USEFUL INFORMATION ABOUT FORESTRY IN FINLAND

### *Organisations in forestry in Finland*

1) Facts about Finnish agriculture and forestry

[http://www.mtk.fi/en\\_GB/](http://www.mtk.fi/en_GB/)

2) European Forest Institute

[www.efi.int](http://www.efi.int)

3) The website of Finland's environmental administration

<http://www.environment.fi/>

4) The Finnish state forests

[www.metsa.fi/sivustot/metsa/fi](http://www.metsa.fi/sivustot/metsa/fi)

5) Finnish Forest Association

<http://www.smy.fi/smy/SMYeng.nsf>

6) Finnish forest Industry Federation

[www.metsateollisuus.fi/](http://www.metsateollisuus.fi/)

7) Finnish Forest Research Institute

<http://www.metla.fi>

8) The Forestry Development Centre Tapio

<http://www.tapio.net/>

9) Helsinki Consulting Group (includes consulting in forestry)

<http://www.hcg.helsinki.fi/>

10) Metsäteho

Metsäteho is a private company providing research and development services related to wood procurement and wood production for shareholders and other clients. Metsäteho also offer training and communication services.

<http://www.metsateho.fi/>

11) The Ministry of Agriculture and Forestry

<http://www.mmm.fi/en/index/frontpage.html>

12) Paper and Timber

<http://journalseek.net/index.htm>

13) Technical Research Centre

<http://www.vtt.fi/?lang=en>

14) Puuinfo

<http://www.puuinfo.fi/en>

15) University of Helsinki, Faculty of Agriculture and Forestry

<http://www.mm.helsinki.fi/english/index.html>

16) Future Forum on Forests  
<http://www.metsafoorumi.fi/forum.htm>

17) Graduate School in Forest Sciences  
<http://gis.joensuu.fi/gsforest/>

## OTHER USEFUL WEBSITES

Mikkeli University of Applied Sciences  
[www.mikkeli.fi](http://www.mikkeli.fi)

<http://virtual.finland.fi>

Ministry of Foreign Affairs informative website, worth exploring in detail.

<http://formin.finland.fi/public/default.aspx?culture=en-US&contentlan=2>

<http://www.visitfinland.com>

<http://www.cimo.fi>

Lot of information on living, studying and working in Finland.

[www.helsinki-hs.net](http://www.helsinki-hs.net)

Popular national newspaper

<http://www.helsinkiexpert.fi>

<http://www.hel.fi>

## *Weather*

<http://weather.fi>

[www.fmi.fi](http://www.fmi.fi)

## *Finnish Language*

<http://www.cs.tut.fi/~jkorpela/Finnish.html>

## *Visa, Residence Permit*

<http://www.formin.fi/english/>

<http://www.migri.fi/netcomm/?language=FI>

## *Travel*

[www.kilroytravels.com](http://www.kilroytravels.com)

Student travel agency offering discounted prices to students.

# A FEW WORDS IN FINNISH

## *Useful words and phrases:*

Yes	Kyllä
No	Ei
Thank you	Kiitos
Hello, hi	Hei, moi, terve
Good morning	Hyvää huomenta
Good afternoon	Hyvää päivää
Good evening	Hyvää iltaa
Good night	Hyvää yötä
Goodbye, bye	Näkemiin, hei hei
How are you?	Mitä kuuluu?
Sorry, excuse me	Anteeksi
My name is...	Minun nimeni on...
I do not understand	En ymmärrä
Do you speak English	Puhutko eng- lantia?
How much...	Kuinka paljon...
Where is...	Missä on...
Road, street	Tie, katu
How are you?	Mitä kuuluu?
I'm fine, thank you	Minulle kuuluu hyvää
How old are you?	Kuinka vanha olet?
What is your name?	Mikä sinun nimesi on?
What is the time?	Mitä kello on?
Hour	Tunti
Minute	Minuutti
Day	Päivä
Month	Kuukausi
Left	Vasen
Right	Oikea
Straight	Suoraan
<b>Numbers:</b>	<b>Numerot:</b>
One	Yksi
Two	Kaksi
Three	Kolme
Four	Neljä
Five	Viisi
Six	Kuusi
Seven	Seitsemän
Eight	Kahdeksan
Nine	Yhdeksän
Ten	Kymmenen

Hundred
Thousand
Zero

## *Shopping:*

How much does it cost?

Milk
Sour milk
Cream
Bread
Toast
Cheese
Sausage
Meat
Chicken
Ham
Fish
Tuna
Egg
Jam
Water
Coffee
Tea
Beer
Juice
Apple
Cucumber
Tomato
Carrot
Potato
Butter
Yogurt
Chocolate
Cereals
Vegetables
Fruits
Receipt
Plastic bag

## *Computers:*

Login name / User code
Password
Log in / sign in
Log out / sign out
Start
Restart

Sata
Tuhat
Nolla

Kuinka paljon  
se maksaa?

Maito
Piimä
Kerma
Leipä
Paahtoleipä
Juusto
Makkara
Liha
Kana
Kinkku
Kala
Tonnikala
Kananmuna
Hillo
Vesi
Kahvi
Tee
Olut
Mehu
Omena
Kurkku
Tomaatti
Porkkana
Peruna
Voi
Jogurtti
Suklaa
Murot
Kasvikset
Hedelmät
Kuitti
Muovikassi

Käyttäjä- tunnus
Salasana
Kirjaudu sisään
Kirjaudu ulos
Käynnistä
Käynnistä



Save as	uudelleen Tallenna nimellä	Letterbox, mailbox Open (stores) Closed (stores) Pharmacy Hospital Health centre	Postilaatikko Avoinna Suljettu Apteekki Sairaala Terveys- keskus Kuntosali Hammas- lääkäri Lääkäri Poliisi Palolaitos
Folder	Kansio		
Copy	Kopio	Gym	
Paste	Liitä	Dentist	
Cut	Leikkaa		
Edit	Muokkaa	Doctor	
Print	Tulosta	Police	
Chapter	Kappale	Fire station	
Delete	Poista		
Open	Avaa		
Close	Sulje		
Add	Lisää		
Tools	Työkalut		
File	Tiedosto	<i>In restaurant, bar:</i>	
Show	Näytä		
Preview	Esikatselu	Drink (verb)	Juoda
Abend	Kumota	Drink (noun)	Juoma
Font	Fontti	Glas	Lasi
<b>Transport:</b>		Breakfast	Aamiainen
		Lunch	Lounas
		Dinner	Päivällinen
Bus	Linja-auto, bussi	<b>Studies:</b>	
Train	Juna	Classroom	Luokka
Car	Auto	Teacher / lecturer	Opettaja
Bike	Polkupyörä	Course	Kurssi
Aeroplane	Lentokone	Lesson	luento
Airport	Lentokenttä	Canteen	Ruokala
Train station	Rautatie- asema	Copying machine	Kopiokone
	Linja- autoasema	Copying card	Kopiokortti
Bus station	Milloin ... lähtee?	University of Applied	Ammatti- korkeakoulu
When does ... leave?	Laituri	Sciences	
Platform	Vaunu	Credit	Opintopiste
Car (a part of the train)	Istumapaikka	Grade	Arvosana
Seat	Määränpää		
Destination	Lippu		
Ticket	Saapuminen		
Arrival	Lähtö		
Departure	Vaihto		
Transfer			
<b>Public sector:</b>			
Bank	Pankki		
Account	Tili		
Open an account	Avata tili		
Invoice	Lasku		
Withdrawal	Otto		
ATM	Pankki- automaatti		
Credit card	Luottokortti		
Cash	Käteinen		
Post office	Posti		
Stamp	Postimerkki		
Envelope	Kirjekuori		



