

HELGA

The Student Union of Haaga-Helia

TUTOR START

11.8.2023

Program

Welcome to Tutor Start and to a new semester!

- 16:00** **Welcome**
- 16:05** **Wellbeing services**
- 16:35** **Library services**
- Orientation Week**
- Freshers' Day**
- 17:00** **Break**
- 17:10** **HELGA Membership, Kide.app, Slice & Pivo**
- FSHS / YTHS, ZONE**
- Important dates & announcements**
- Telegram group for tutors & tutornet**
- 17:50~** **Free Word**



The principles of safe space

Be open

Meet new topics and individuals without prejudice, take every thing that comes and the situation as an opportunity to learn new things and develop

Respect

Give others space, pay attention to your choice of words, and remember the diversity of event participants

Don't assume

Respect everyone's right to self-determination and do not make assumptions about, for example, the gender, background or family relationships of others

Intervene

If you witness harassment or other inappropriate treatment, do not remain on the sidelines

Encourage

Also take responsibility for the experience of other participants. Listen and cheer.

Relax

Mistakes and questions are allowed.

Ole avoin

Kohtaa uudet aiheet ja henkilöt ennakkoluulottomasti, ota jokainen vastaantuleva asia ja tilanne mahdollisuutena oppia uutta ja kehittyä

Kunnioita

Anna toisille tilaa, kiinnitä huomiota sanavalintoihisi ja muista tapahtuman osallistujien moninaisuus

Älä oletta

Kunnioita jokaisen itsemäärittelyoikeutta äläkä tee oletuksia esimerkiksi toisten sukupuolesta, taustasta tai perhesuhteista

Puutu

Mikäli todistat häirintää tai muuta epäasiallista kohtelua, älä jää sivustakatsojaksi

Kannusta

Ota vastuuta myös muiden osallistujien kokemuksesta. Kuuntele ja kannusta.

Rentoudu

Erehtyminen ja kysyminen ovat sallittuja.

You were diagnosed with depression?

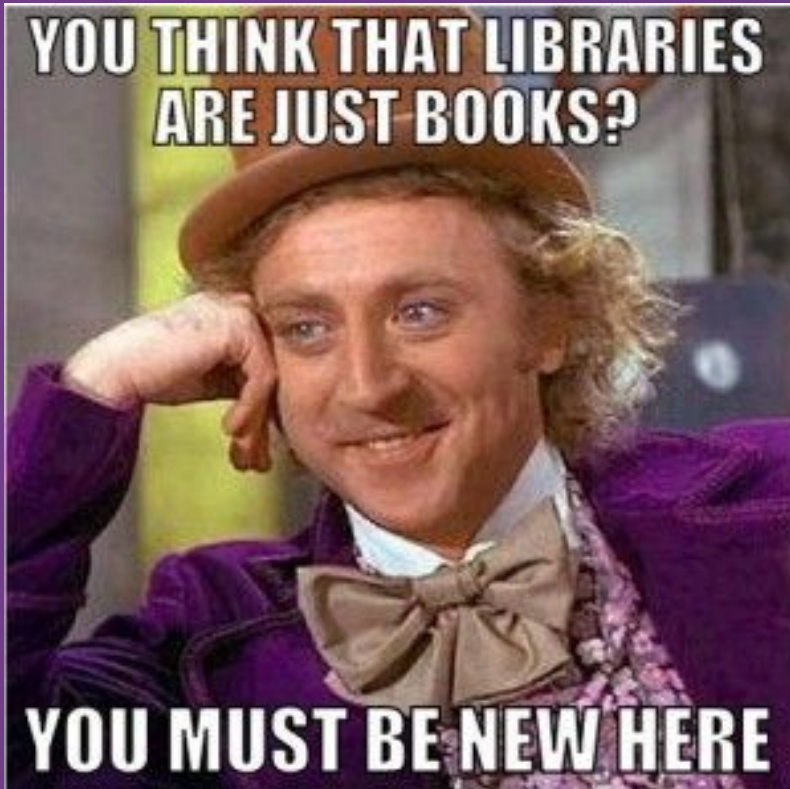


The Mostly Simple Life.com

HAVE YOU TRIED YOGA?!



WELLBEING SERVICES



**YOU THINK THAT LIBRARIES
ARE JUST BOOKS?**

YOU MUST BE NEW HERE

LIBRARY SERVICES

Library guide

3UAS libraries

- Haaga-Helia, Laurea and Metropolia libraries (3AMK libraries) have a joint library system. 3UAS customer can use the same library card in all 3UAS libraries.

Library services

- are available immediately by applying for a library card and then adding it to personal HH Finna –account. The card allows you to, among other things, borrow course books free of charge. Course books are available both in electronic and print format. It's also worthwhile to use library's study facilities, as well as take part in library's information search training.

Library card

- The easiest way to get a library card is to download the Tuudo app, where you can make yourself a mobile library card (you have to have a Finnish personal identity code in Haaga-Helia student registry for this to work). If you want a traditional plastic card, please fill in our library card application online and pick up the card in the library (remember to take your ID with you).

More information on library services

- is available on Haaga-Helia's online library. Library personnel is also happy to help you.



SERVICE CENTER



NEW STUDENT'S GUIDE



LIBRARY STAFF, CUSTOMER SERVICE

INFORMATION LITERACY SKILLS



"I always advice my classmates to take advantage of all the fantastic resources available for us through library."



ELECTRONIC EXAMS



SELF-SERVICE LIBRARIES



EQUIPMENTS

COURSE BOOKS, INFORMATION RESOURCES

HH FINNA

LIBRARY AND INFORMATION SERVICES



"Library has helped me a lot when getting work done."

OFF-CAMPUS ACCESS 24/7



TRAINING SESSIONS, GUIDES VIDEO TUTORIALS



"I like the atmosphere in the library."

FACILITIES FOR WORKING AND STUDYING



"The library services have been a great help to me in sourcing for materials for my thesis work."

The most important thing about the orientation is to make new students aware of the versatile library services available at Haaga-Helia



**ORIENTATION
WEEK**

Lunch at campuses

All the tutors are getting a free lunch each day when they are tutoring (there will be a list at the cafeteria or you will show that you are tutor with your tutor shirt)

- **Porvoo** cafeteria lunch open 10:30-13:00
- **Pasila** cafeteria lunch open 10:30-14:00
- **Malmi** cafeteria lunch open 10:30-13:00
- **Haaga** cafeteria lunch open 11:00-13:00

Blended tutors will be provided some evening snacks.

In case any special dietary requirements here are the contact informations:

- Porvoo campus
porvoo.campus@iss.fi
- Pasila campus
paaraide@foodanco.fi
- Malmi campus
jyry.rautavirta@perho.fi
- Haaga campus
caffeli@foodanco.fi

Pasila will get paper tickets for lunch, other campuses will have a name list at the cafeteria.

Helga PopUp Point

- Point services are at the campuses' lobby during orientation week
- **Pasila** PopUp Point is open:
 - Monday 11-14
 - Tuesday 11-16
 - Wednesday 10-16.30
 - Thursday 10-16
 - Friday 10-15
- **Malmi** PopUp Point is open:
 - Tuesday 12-16
- **Haaga** PopUp Point is open:
 - Friday 11-15.30
- **Porvoo** PopUp Point is open:
 - Friday 13-16

Where to get help?

- Your own head tutor
- Other tutors
- Your study counselor
- Helga's specialist Julia Tuuri
- The Helga Board (in charge of tutoring year 2023 are Niko, Milla & Iiris)
- ALL the Helga's contact info can be found from

<https://helga.fi/en/helga/contact-info/>

???



DRESSCODE:
COVERALLS

ON FRIDAY
18TH OF AUGUST 2023
9PM @ KAIVOHUONE

ORIENTAATIOVIIKON HUIPENNUS

TICKETS IN ADVANCE:
HELGA MEMBER 0 € • NON-MEMBER 5 €
TICKETS FROM THE DOOR 10 €

ALL TICKETS ARE SOLD THROUGH KIDE.APP
CLOAKROOM FEE IS NOT INCLUDED IN THE TICKET PRICE

HELGA

KAIVOHUONE

Iso Puistotie 1 | www.kaivohuone.fi

kide
app

ORIENTATION
WEEK'S CLIMAX
INFO

Orientation Week's Climax

- At Kaivohuone on Friday 18th of August
- Doors open 9 pm
- Meant mainly for freshers and tutors but everyone can buy a ticket. Open sales start on thu 17th at 2pm!
- **0 euros for a member**
4 euros for non-members
10 euros after 9 pm
+ cloakroom fee
- Link to kide.app:
<https://kide.app/events/531bf03b-073f-4a54-a8b6-8d8218f34ffa>
- **FREE FOR TUTORS!**
(Because it's free for all Helga members...)
- Don't go to Kaivohuone wearing your tutor shirt!
- Tickets can be purchased in kide.app with code **#ovh2023s**
- **REMEMBER TO GET YOUR OWN TICKETS!**

CLOAKROOM FEE NOT INCLUDED!





FRESHERS' DAY INFO

Freshers' Day

- Held in Kaivopuisto on 14th of September with a **Movie villains** theme.
- All checkpoints are outside!
- Sign up in groups - the tutor is responsible for their own tutorgroup and helps buying tickets.
- Tutors will gather their groups in their home campus, make sure that they dress appropriately and are ready to have fun.
- **Tickets go on sale 29.8. at 11 am!**
 - 8 euros for a member / 16 euros for non-members.
 - Tutors get tickets free and you'll have your own hidden tickets sales in kide.app
- **You will get more detailed info from your head tutor and in the tutor Telegram group!**



Freshers' Day

SCHEDULE (estimated~)

- 11:30 → Lunch with freshers
- 14:00 Start of the day
- 15:00 Checkpoints open
- 20:00 Checkpoints close
- 21:00 Afterparty at Apollo

Winners will be revealed on the next day in Helga's instagram account!

TIPS

- We strongly recommend to eat lunch!
- Divide the groups as you wish but so that each has at least one tutor in it.
- Communicate in the tutor Telegram group. A lot of waiting can be expected so be prepared to entertain.
- Make sure that freshers are having fun. It's their party.

**You will take your break when I
tell you**



Breaks are done when I say so

BREAK 10 MIN

Types of Headache

Migraine



Hypertension



Stress



Student Unions



**HELGA
MEMBERSHIP**

Membership

YOUR SANCTUARY

Invisible work & advocacy

Your services:

Student Forum LIVE & Telegram

Specialist Help

Harrasment contact person

Your channel to make a change & and
chances to participate:

Representative Council

Student Representatives (halloped)

Course Feedback

Tutoring

YOUR COMMUNITY

Club activities

Helga's Speksi

Tutoring

Volunteering committee

Orientation Week's Climax

Fresher's Day

RaflaRumba Appro

Wellbeing Appro

Kaljaasi

8 Day Wappu

Small Events

OUR MEMBERS

Student ID

Zone sport pass (value 69€/year)

Yogobe, online yoga services (value
199€)

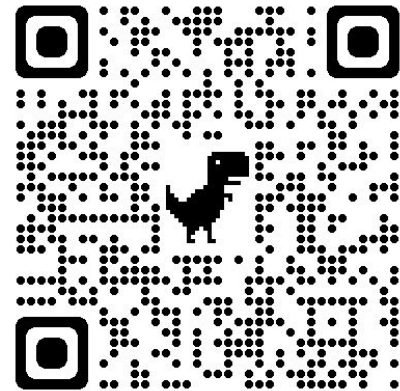
Membership services

Service promise

Discounts: 50% off for members
excluding few special occasions

How to buy the membership on Kide.app?

1. Start with opening the app or the Kide.app webpage
2. Type in search bar “Helga” or scan the QR code.
3. Choose the type of membership that suits your studies. (We recommend 3,5 - 4 years depending on your studies)
4. Welcome to be part of Helga!



Coverall campaign

Coverall package

For 45€, the bundle includes:

- Coveralls
- Tote bag
- Champagne or shot glass
- Helga's official overall badge
- Only for Helga's members!

(Also 7€ without overall)

For comparison

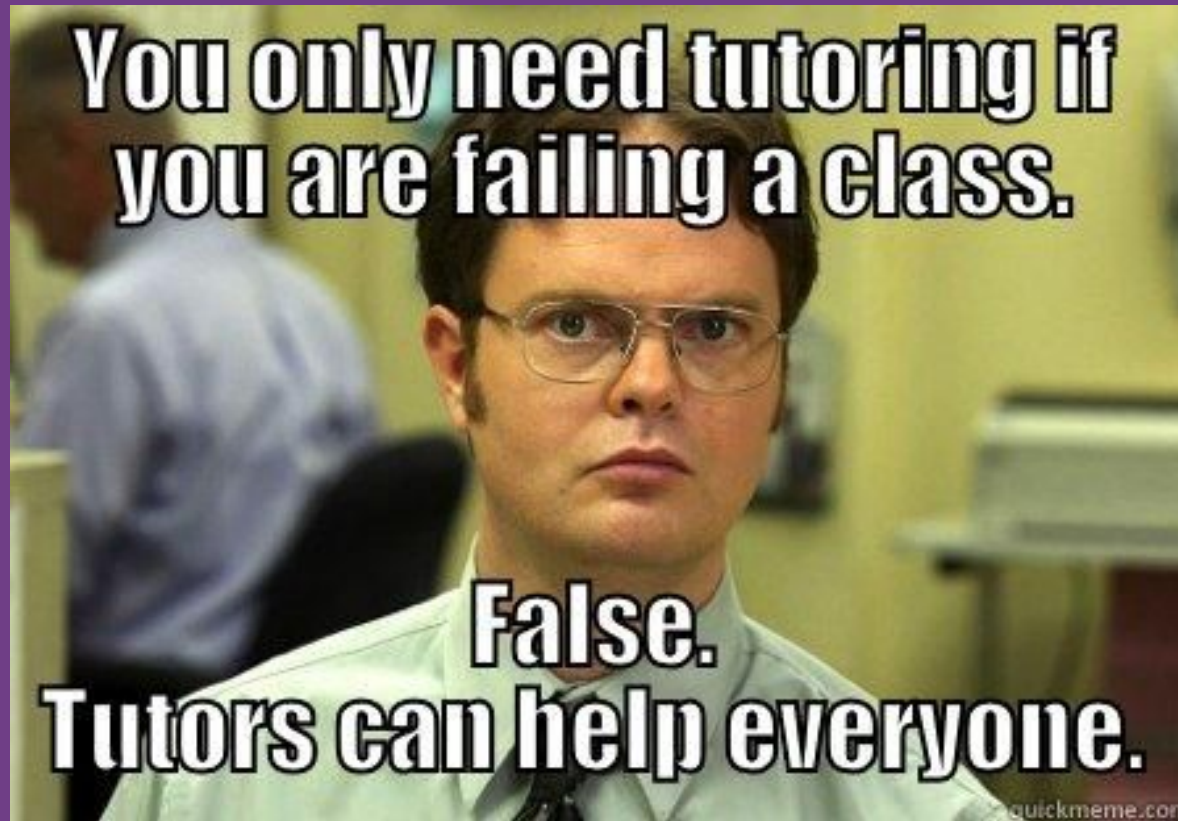
- 30€/semester (7x30€ + coveralls for the members price of 39€ = 249€)
- Coveralls for non-members 78 €

Membership of 3,5 years + coveralls

- Campaign since spring 2022
- 3,5-year membership + coveralls = 140€

Membership of 3,5 years + VIP Wappu pass

- New Campaign active during autumn 2023
- 3,5-year membership + VIP Wappu-pass = price 140€



USEFUL APPS

How to use kide.app

- Go to App Store or Google Play or use the website kide.app
- You can login with Facebook or by creating an account
- All event tickets ect are on sale in Kide.App

Kide.app has their own student card too!

Slice

- Slice is a free app that also works as a personal student card for secondary school and university students
- Companies that offer student benefits can be identified by the blue Slice heart sticker on the street
- With a Slice student card, you get significant student benefits throughout the country
- By showing the app's student card, you can get a refund for school meals at Haaga-Helia campuses



How to use Slice?



1. Buy membership on kide.app and wait 2-3 working days
2. Go to slice.fi/upload
3. Select Haaga-Helia
4. Fill the form to receive the activation code (your information needs to match the information you've given in the form to join Helga, which you can check from Helga's web store in the "Memberships" -section of your profile)
5. Download the Slice app from Google Play or App Store
6. Check your phone's settings to give the app permission to give notifications on important bulletins
7. Give the app the permission to use your phone's gallery
8. Open the app and log in
9. Enter the username and password you received via email (activation code)
10. Accept the terms, the app can't be used before that

Pivo

1. Download Pivo on your phone and deploy it by login in with your online bank service credentials (requires a Finnish bank account)
2. Open Pivo and choose 'Student-ID'
3. Start using it by following the instructions on the app

The Kela meal benefit can be used even without the Helga membership.

More info (only in finnish): <https://pivo.fi/palvelut/opiskelijakortti/>

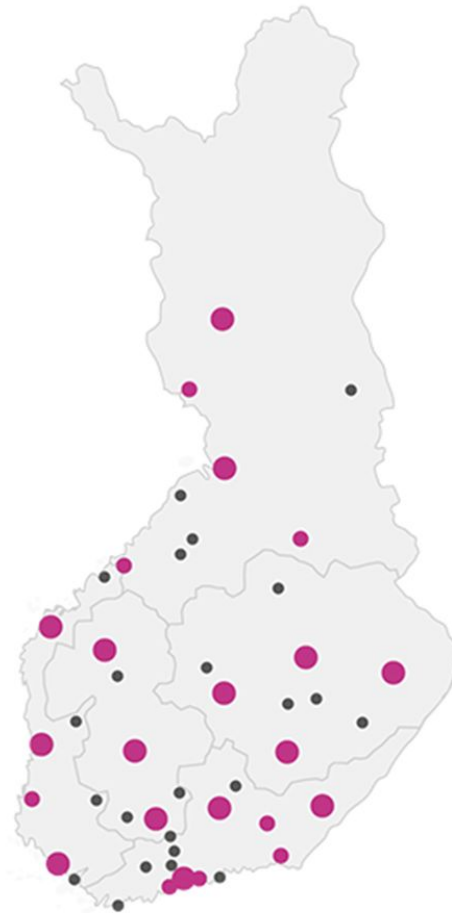




FSHS / YTHS

FSHS (YTHS in Finnish)

- As a customer of the FSHS, you will have access 24 service units around Finland. There is three in Helsinki metropolitan area: **Töölö, Malmi and Otaniemi.**
 - In **Porvoo** and **Vierumäki** local students can use partner service providers (**Mehiläinen** and **Terveystalo**) and also the FSHS service points around Finland.
- If necessary, you can visit **any of the FSHS's own service units.** The service units operated by partners are only for the students studying in these towns.



Espoo

Services are produced by FSHS Espoo and FSHS Helsinki, Töölö.

Helsinki, Töölö

Töölönkatu 37 A, 00260 Helsinki

Service unit's opening hours:

Mon-Thu 8 am-3 pm, Fri 8 am-2 pm

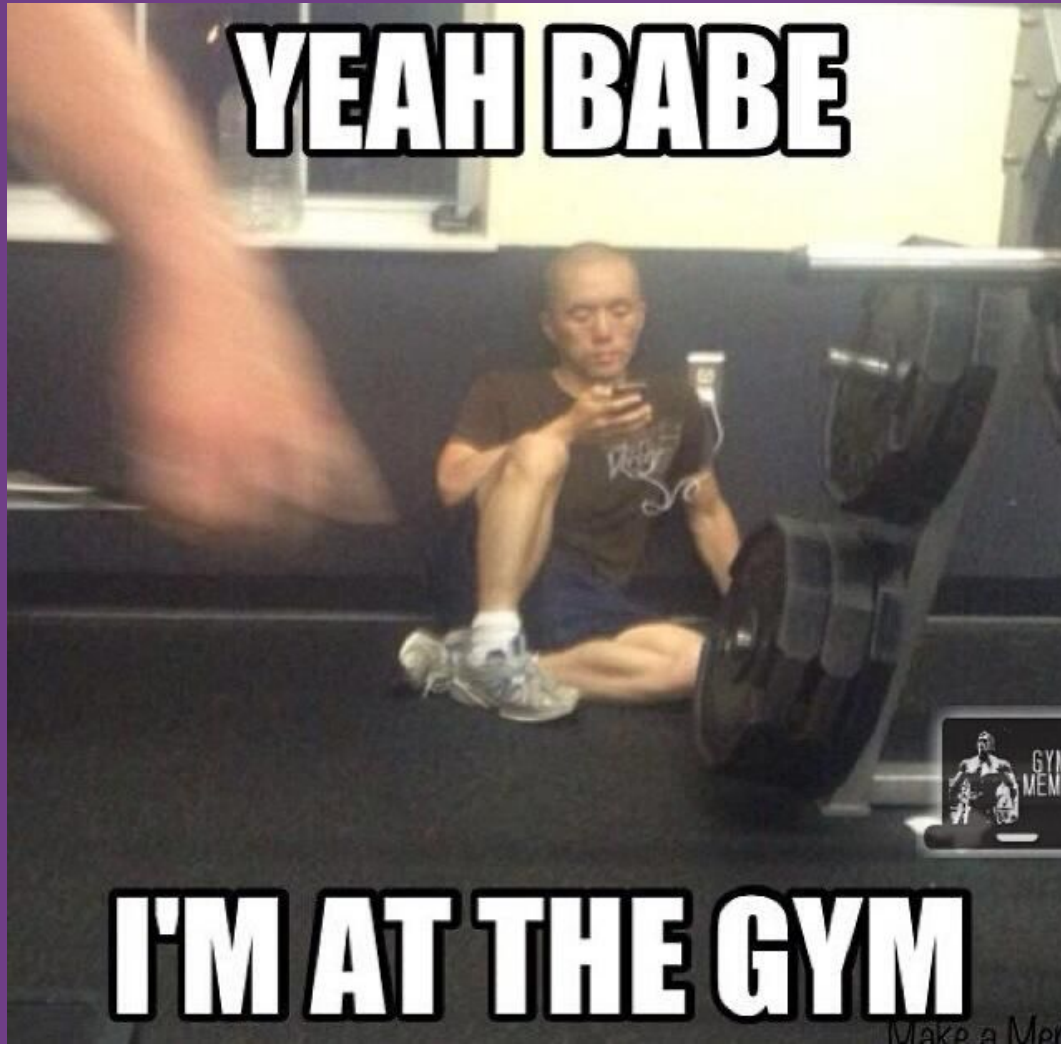
Helsinki, Malmi

Services are produced by FSHS Helsinki, Malmi and FSHS Helsinki, Töölö.

FSHS healthcare fee

- The healthcare fee must be paid by all students who are encompassed by FSHS services. The healthcare fee must be paid to **KELA** irrespective of whether the student uses FSHS services or not.
- The health care fee will be **73,60** euros in **2023**. According to the act, the fee can be paid in two rates which amounts to **36,80** euros per semester.
- **The healthcare fee must be paid to KELA every term, i.e. twice a year or once at a time.** Please note that KELA will not send you an invoice, so you must pay the fee on your own initiative. The due dates will depend on the date of your registration as an attending student.
- **30.9. is the due date for FSHS payment in autumn semester 2023.**
- More info: <https://www.kela.fi/web/en/healthcare-fee-for-students-in-higher-education>

YEAH BABE



I'M AT THE GYM

ZONE

Zone Schedule and new app

Starting schedule of the services:

- Pasila 14.8. (gym, badminton and sport hall)
- Tikkurila 21.8. (gym and sport hall)
- Malmi 4.9. (gym and sport hall)
- Myllypuro (TBD)
- Myyrmäki (TBD)

Features of the OnTheMove app include:

- Booking sport shifts and classes
- Cancellation of reservations
- Viewing your own bookings (including past bookings)
- Check-in for the booked class/sport shift
- Editing your own information



IMPORTANT DATES

Important dates

- 14. - 18.8.** Orientation week
 - 18.8.** Orientation week's climax party
 - 21.8.** Semester starts (courses start etc.)
 - 5.9.** Haaga-Helia KickStart
 - 14.9.** Freshers' Day
 - 30.9.** Due date for FSHS (YTHS) payment
- 3.-13.10.** Wellbeing Appro
- 2.11.** Miniherkku Appro
- 22.11.** Helga's Birthday Appro

Important dates

Representative council elections

4.9.-6.10 Nomination period

30.10.-8.11. Elections

Head Tutor Recruitment

25.9.-2.10. Application period

9.-18.10. Interviews

24.10. Training day

Announcements

- Helga's Discord
 - We recommend you to join there and suggest your freshers to do the same:
<https://discord.gg/2u9dgCDFpV>
- At some point of orientation:
 - Go follow Helga and your own degree stud association on FB, Instagram etc.
- If you don't have coveralls, you can still buy them
- Haaga tutors can borrow Helga coveralls for Orientation week and Fresher's Day
- Tutors need to have a valid Helga membership!
- No drinking ANYWHERE wearing your tutorshirt!

**HELGA
DISCORD**



TELEGRAM GROUP FOR TUTORS



OR

<https://t.me/+7LsFa11qdjFhZmQ0>

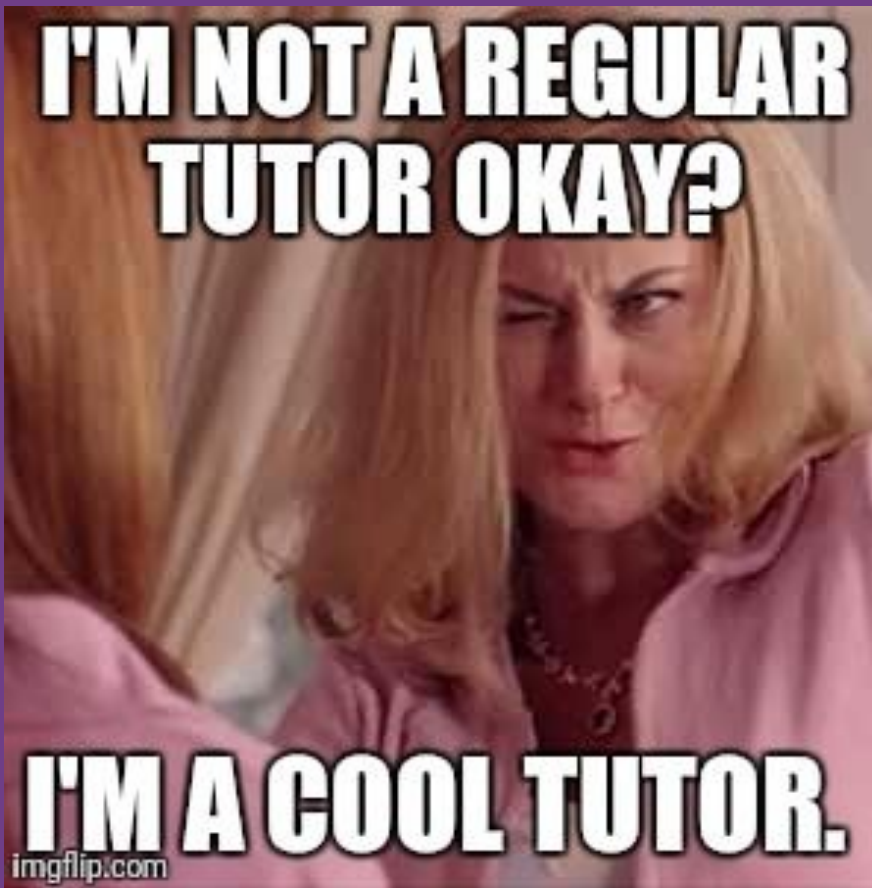
TUTORNET

(WEBSITE: <https://helga.fi/en/services/tutornet/>
SALASANA: tutornet23)

HELGA PRESENTATION FOR FRESHERS

(HELGAS VIDEO CAN BE FOUND ON:

<https://www.youtube.com/watch?v=FDTyq02glts>)



FREE WORD ~

**If you have any questions about tutoring
please contact:**

tutorointi@helga.fi

julia.tuuri@helga.fi

Telegram group

Slack

**Thank you and have a wonderful orientation
week! :)**

#helgatutor