

METROPOLIA UNIVERSITY OF APPLIED SCIENCES

ENTRANCE EXAMS, PRE-ASSIGNMENTS (SEPTEMBER 2021)

BACHELOR'S DEGREE

BACHELOR'S IN INTERNATIONAL BUSINESS AND LOGISTICS and **BACHELOR'S IN EUROPEAN BUSINESS ADMINISTRATION**

The online exam will now contain two phases: 1) written exam and 2) interview. All applicants will be invited to the first phase of the examination and the best candidates who have passed both parts of the first phase will be invited to the second phase (interview):

- in European Business Administration the 15 best candidates and
- in International Business and Logistics the 30 best candidates.

The exam opens on Tuesday April 20th 2021 at 09.00 Finnish time and closes 2 hours later at 11.00 Finnish time
 Written exam (Logical thinking and mathematics, essay based on given material)
 Points awarded: max 70 p; minimum requirement 28 p

Interview held between 26-30 April 2021. Points awarded: max 30 points; minimum requirement 12 points. More detailed information will be given in the entrance examination invitation.

BACHELOR'S IN ELECTRONICS and **BACHELOR'S IN INFORMATION TECHNOLOGY**

- The online exam will now contain two phases: 1) written exam and 2) interview.
- The exam opens on Monday April 19th 2021 at 09.00 Finnish time and closes 3 hours later at 12.00 Finnish time
- Written exam (mathematics, physics + motivation)
- Points awarded: max 70 p; minimum requirement 20 p
- Best applicants will be invited to an online interview based on the points of the online exam.
- Interview held between 29-30 April 2021. Points awarded: max 30 points; minimum requirement 10 points.

TOP-UP DEGREE

BACHELOR'S IN NURSING, PHYSIOTHERAPY, BIOMEDICAL LABORATORY SCIENCES

- All eligible applicants will be interviewed. The invitations will be sent to the email address provided on the application form one week before the interviews at the latest.
- The interviews will be held online between 22 - 26 March 2021 and graded on a scale of 0-50 points and the minimum point score is 10 points. Student selections will be made on the basis of the points received from the interview.
- Further information will be share in the invitation to take the interview.

MASTER'S DEGREE

MASTER'S IN BUSINESS INFORMATICS (MBA, MENG)

The entrance examination consists of two phases. All applicants will be invited to the first phase of the examination and the 30 best candidates who have passed both parts of the first phase will be invited to the second phase (interview). Entrance examination invitations will be sent to the email address the applicant gave in the joint application form.

The first phase will take place on **19 April 2021. Please, book 1 week preparation time before** for the first phase because it contains pre-reading material and two assignments, which must be downloaded as an appendix to the online application at Studyinfo.fi by 9:00 am (local time in Finland) on the exam day. The second phase (interviews) will be held **between 27-29 April 2021.**

Description of the entrance examination (all parts of the entrance examination must be completed on an acceptable level):

- **Phase 1:**
 - **Phase 1, part 1:** professional background, motivation and personal study plan, evaluation 0-50 points, minimum 30 points
 - **Phase 1, part 2:** preliminary research and development plan: evaluation 0-50 points, minimum 30 points. Part 2 of the first phase includes 4 **PRE-READING articles:**

- ARTICLE 1: Barends, E., Ruosseau, D. M., Brinner, R.B. (2014). Evidence-Based Management: Basic principles. CEBMa Center for Evidence-Based Management. [Online publication]. Available from: <https://www.cebma.org/wp-content/uploads/Evidence-Based-Practice-The-Basic-Principles-vs-Dec-2015.pdf>
- ARTICLE 2: World Business Council for Sustainable Development (2020). Macrotrends and disruptions shaping 2020-2023. Available from: https://docs.wbcsd.org/2020/05/WBCSD_V2050IB_Macrotrends_Disruptions_20202030.pdf
- ARTICLE 3: EU Commission (2020). Integration of Digital Technology by Enterprises. Available from: <https://ec.europa.eu/digital-single-market/en/integration-digital-technology-enterprises> – Read 2 reports: “Integration of Digital Technology by Enterprises” & “Emerging Technologies”
- ARTICLE 4: Uncovering AI in Finland: 2018 Field Guide to AI. [Online publication]. Available from: <https://cdn2.hubspot.net/hubfs/2185773/Julkaisut/uncovering-ai-in-finland.pdf>

- **Phase 2:**

- Entrance examination part 3: online interview: evaluation 0-50 points, minimum 30 points.

Both Parts 1 and 2 of the first phase assess the applicant’s ability to read analytically and relate the reading to own work experience and current business issues. Both Parts 1 and 2 of the first phase also assess the ability to write clear, coherent English, necessary for assignments and thesis.

Previous years' entrance examinations are not available.

The description of the Entrance Examination assignments (Parts 1 and 2 of the first phase) will be announced in the entrance examination invitation.

MASTER’S IN HEALTH BUSINESS MANAGEMENT (MBA, MENG, MHC)

The online entrance examination will comprise a written examination. **The examination opens at 9.00 Finnish time on Tuesday, April 20 and closes 3 hours later, at 12.00 Finnish time.**

The examination will be based on materials that will be distributed to the applicants in the beginning of the examination.

Points awarded: maximum 100 points, minimum requirement 30 points. More detailed information will be given in the entrance examination invitation.

MASTER'S IN INDUSTRIAL MANAGEMENT

- Pre-assignment task, no entrance exam

The pre-assignment consists of two parts (1 = part A and 2 = part B) and will be rejected (0 points) if both parts are not delivered by the deadline. The pre-assignment will be evaluated on a scale of 0-100 points and the lowest accepted score is 20 points. The assignments must be written in English.

PART A: The students selected to the degree program need to have both academic knowledge and work experience in the field of engineering. Moreover, studies in the Master's program require that the student is capable of participating in the contact classes, working independently and also as a member in a group. In the autumn there will be two contact sessions per week: on Fridays (starting 9.00) and Saturdays (in autumn 2020 seven Saturdays). Therefore, high motivation and support from the employer are essential for the applicant.

Write, then about yourself including:

- both your educational and professional background
- why you want to study on the Industrial Management program
- your motivation and capability to take part in the program

The length of part A should be roughly one A4. Please remember to add your name and a headline "Preliminary Assignment A" at the beginning of the text.

PART B: The Master's thesis is an important part of the study program. The topic should be relevant to your organization (or target group). Write an essay on a problem you consider a good potential preliminary topic for your Master's thesis.

In the essay you should:

- identify the problem (and its relevance to the case organization)
- describe the consequences of the identified problem to the case organization

- tell what steps (in your opinion) have to be taken in order to solve the problem

The length of part B should be roughly two A4s. Please remember to add your name and a headline "Preliminary Assignment B" at the beginning of the essay.

Be aware of ethics in preparing your pre-assignment. Do not use others' ideas in your work as submitted pre-assignments may be subject to plagiarism control.

MASTER'S IN INFORMATION TECHNOLOGY

- Pre-assignment task, no entrance exam

The pre-assignment consists of two parts and each part is worth 50 points max. The assignments must be written in English.

Part A: The students selected to the degree program need to have both academic knowledge and work experience in the field of ICT, automation, electronics or electrical engineering. Please add your CV to the assignment, including both your educational and professional background. The information given to the electrical online application is used only to verify that the applicant meets the general eligibility requirements.

Studying in the Master's program requires that the student is capable of participating in the classes and doing independent homework. It is not mandatory to participate in all classes, but high participation is expected. Therefore, high motivation and support from the employer are essential for the applicant.

Write an essay on yourself including:

- why you want to study in the Master's degree program
- your motivation and capability to take part in the program

The length of the essay should be roughly one A4. Please place it at the beginning of your CV with a headline "Preliminary Assignment A".

Part B: The Master's thesis is an important part of the study program. The topic should be relevant to your employer (or other similar target group). Write an essay on a problem you consider a good potential topic for your Master's thesis.

In the essay you should:

- identify the problem
- put the problem into the general framework of understanding
- formulate your research question, i.e. what is the question(s) you aim to answer

- explain how you would study the subject

The length of the essay should be roughly two A4s. Please remember to add your name and a headline "Preliminary Assignment B" at the beginning of the essay.

MASTER'S IN PROCUREMENT

This pre-assignment consists of two parts (PART 1 and PART 2) worth a maximum of 100 points in total. The maximum points per part are shown below.

In order to be accepted to the program a minimum of 40 points is required. You must answer all the questions.

PART 1: cv and personal study plan (40 points)

You need to have both academic knowledge and work experience in the field of supply chain management and/or specifically procurement in order to be selected to the program.

The Master's Degree Program in Procurement consists of 90 ECTS which equals 2430 hours of student's study time. The studies are organized in a way that enables the student to complete the degree in 2 years while studying part time.

This program relies on collaborative online learning. This mode of studying requires the ability to effectively manage schedules, take responsibility of one's own learning and high level of motivation.

1.1. Please add a copy of your identification document (e.g. passport) and your CV to the assignment. The CV should include both your educational and professional background. (The information given on the online application is for the purposes of verifying that the applicant meets the general eligibility requirements.)

1.2. Why are you interested in receiving a Master of Business Administration Degree in Procurement? What kind of competencies do you want to develop and how are you going to utilize this education in your career?

1.3. Create your personal study plan based on the curriculum. Create a timeline and assess the realism of your study plan especially if you aim to advance your studies faster than recommended. Briefly explain what motivates you in your selection of business studies and elective studies. (This selection is not binding as you may change your selection later).

1.4. Think about your priorities in life (work, family, hobbies, rest time, other factors). What do you need to compromise to find time for completing the demanding degree program? What kind of support do you have available to enable these studies?

PART 2: preliminary research and development plan (60 points)

In the Master's Degree Program in Procurement the student writes the Master's thesis on a development project. The project utilizes action research methodology. The Master's thesis equals 30 ECTS (800 hours of student's work). In the thesis process, the student plans and implements a development project, which aims to improve an aspect of a partner organization's procurement function. The Master's student is a change agent, an active champion for change in the organization. The partner organization, most often student's own employer organization, acts as the development platform and learning environment throughout the studies, where the student applies the gained academic knowledge in a practical setting.

2.1. Description of the development project (max 30 points)

Describe your partner organization for the development project.

Describe the procurement related problem, which would suit as a thesis topic based on the suitability from a) organization's perspective, b) your own perspective c) action research perspective.

- What kind of professional literature (journal articles, academic books) would best support the implementation of the development project? Mention 5-10 sources and shortly describe the reasons for choosing each of them.
- Who in the partner organization would decide of the implementation of such a project? Would they be interested in supporting your thesis plan?
- What is your plan B in case there are circumstances that prevent you from going forward with this organization/case? How would you obtain a new partner and a case?

2.2. Research and development plan (max 30 points)

Create a research and development plan in which you describe how you would implement your development project in practice as an action researcher. Use literature on action research methodology as a source. Your answers should show that you have become familiar with the action research methodology.

- What kind of background information do you need in order to understand the current state of procurement function in the organization and pinpoint the development need? What kind of research methods would you use in finding that out?

- What type of project management and organizational development methods are you already familiar with that you could use in the project? What new methods would you need for the project?
- What kind of concrete methods would you use to create change in the organization/supply base?
- What kind of financial, human and temporal resources would be needed in your project?
- How would you measure the success of your project and the success of your thesis process?

