



TUTOR MEETING 22 August 2022

# Agenda for this meeting

- Orientation week
- Instructions on processing personal data
- Credit and compensation
- Tokyo's information

# Orientation week

- New students complete digital Pre-Orientation in MyCourses.
- Orientation week 29<sup>th</sup> August – 2<sup>nd</sup> September 2022
- Aalto Day One is on September 6
- Prepare to be present on Orientation week!
- Visiting Learning Center (Anja Lehtokari)

# Orientation week: Joint orientation days: Monday 29 August

**Mon 29 August:**

**Klo 10-11: Welcome to Aalto-university and School of Arts, Design and Architecture!**  
(Otakaari 1, A Hall)

*Programme for all new students*

BREAK

**Klo 12.05-15 Exchange students' orientation** (Otakaari 1, D Hall)

*Programme for new exchange students*

**Klo 12.30-14 Studying at ARTS** (Otakaari 1, A Hall)

*Programme for new bachelor students (in Finnish)*

**Klo 14-15.30 Studying at ARTS** (Otakaari 1, A Hall)

*Programme for new master students and BA Design –students*

# Orientation week: Joint orientation days: Thursday 1 September

## ***Bachelor's programmes*** *(in Finnish):*

**Klo 10-16 Aalto Welcome Fair**  
*(Väre lobby/Korkeakouluaukio)*

**Klo 10-12 Better Student Life at Aalto -lectures**  
*(Hall A, Otakaari 1)*

**Klo 14-16 Klo 10-12: Pop up -study counselling clinics**  
*(R102 IT Class, Väre)*

## ***Master's programmes, BA Design and exchange students:***

**Klo 10-16 Aalto Welcome Fair**  
*(Väre lobby/Korkeakouluaukio)*

**Klo 10-12: Pop up -study counselling clinics**

*(R102 IT Class, Väre)*

- *BA Design students' clinic Tue 30.8. klo 13-15*

**Klo 13.30-15.30: Better Student Life at Aalto -lectures**

*(Hall A, Otakaari 1)*

# Orientation week

- Tuesday, Wednesday and Friday days will have programme/major specific content
- The best way to find out Orientation week's detailed schedule is Into -> select your own programme site -> select "Starting your studies"
- Select a time for campus tour by checking Orientation week schedule, which time could work for campus tour

# Instructions on processing personal data

- Read instructions carefully
- Destroy personal data that is outdated or no longer needed. Do not store it 'just in case' as a backup. When your tutoring of the students ends, delete their information from your phone.
- Do not provide personal data to others. Only tutors may process new students' personal data.

# Credits and compensation

- The deadline for completing the tutor training compensatory assignments in MC is Sun 28.8. at 23.59
- If there are anything unclear for finishing AYY's tutor training, take contact to AYY's new students sector.
- Note, that to get the payment and the credit you have to (in addition to tutoring) complete tutor training by deadline and submit tutor report by 30.11.



# Instructions for the report

- In the report you can tell about the activities of your group and about the feedback you have received. You should also evaluate yourself as a leader of a small group and describe what you have learned.
- International tutors: Reflect also the multicultural aspect of the group and yourself as a leader of a multicultural group.
- The report should be 1 - 2 pages.
- You can write the report either in Finnish, Swedish or English.



## TOKYO

**Tutors: pick up  
your T-shirt from  
the shop before  
Orientation  
Week!**

**Friday, August 19:**

Pre Start Picnic  
16-21, Kaivopuisto

**Monday, August 29:**

False Start

**Tuesday, 30 August:**

Association Party

**Wednesday, 31 August:**

OtaOrienteering  
Starts at Amphitheatre  
16.50 (EN); 17.10(FI)

**Thursday, 1 September**

Start ARTS:  
19-01:30, Kipsari Vare

**Friday, 2 September and  
Saturday, 3 September**

Aäniaalto Part 1  
Vuotalo

**Tuesday, 6 September:**

Aalto Afterparty  
20-02, Dipoli

**Friday, 30 September:**

Freshman party  
17-19, Väre Main Entrance  
& Otakaari 1)

