

Using Duunikoutsi in general upper secondary education



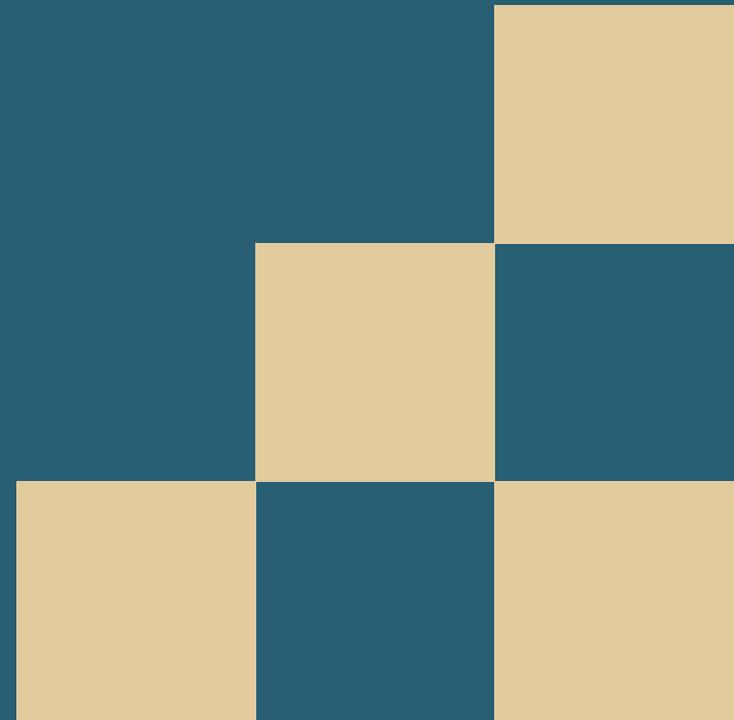
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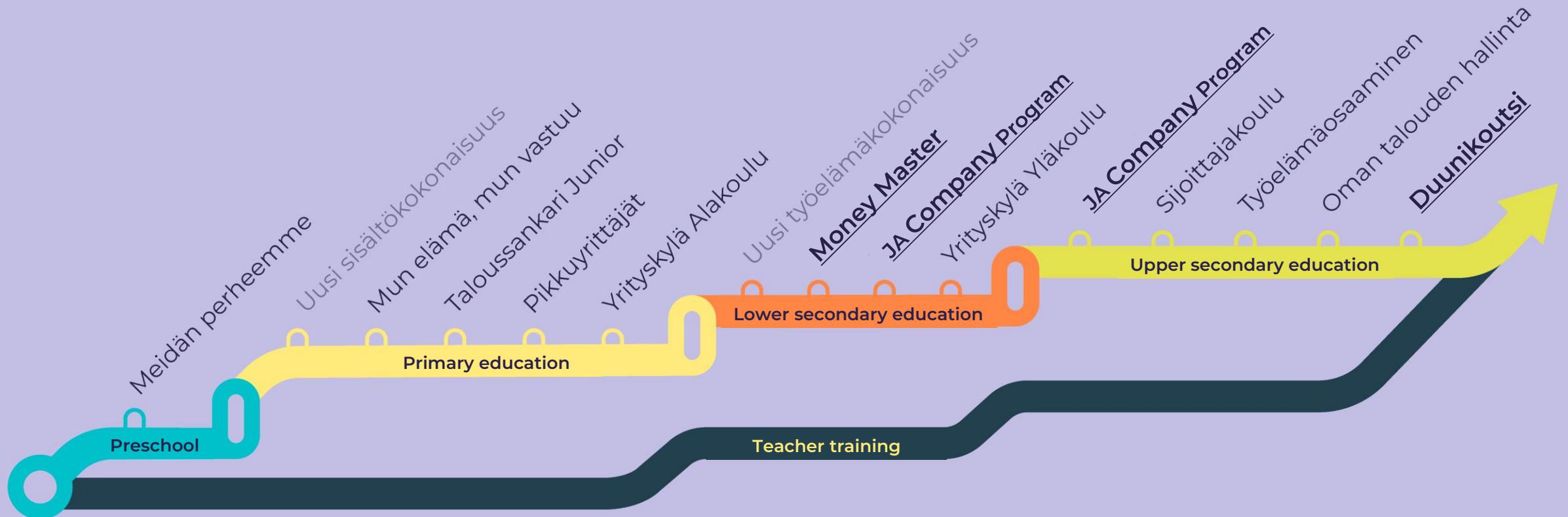
Junior Achievement (JA) Finland



“

Our goal is to build bridges
between children and young
people and working life.

JA Finland Path of Education



Course descriptions and material are available mostly in Finnish and Swedish.
The underlined courses and materials are available also in English

JA Company Program is also available for Higher Education

JA Finland in numbers 2022–2023

251

251 municipalities work with us

85 %

Approximately 85 % of the 6th and 9th grade students participate in Yrityskylä

200

Almost 200 companies and foundations as partners

1 500

Over 1,500 practice companies set up by young people

7 000

Almost 7,000 upper secondary level students attend the Sijoittajakoulu and Businesskurssit



14 900

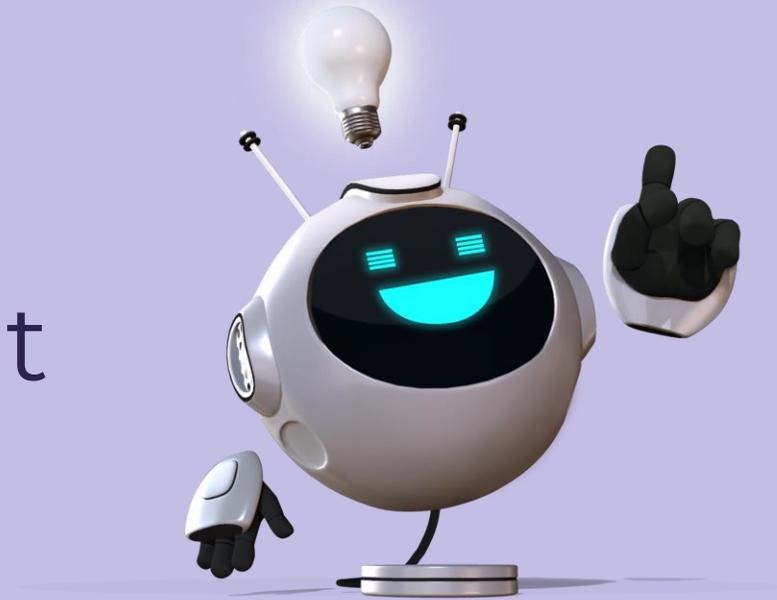
Over 14,900 Duunikoutsi users

16 000

16,000 pikkuyrittäjä tiny entrepreneurs, who have completed the JA Company Program aimed at 4th to 6th graders.

2

Basic information about Duunikoutsi





Young people will get all the necessary information about working life and job search from Duunikoutsi.

Duunikoutsi is:



1

Working life coach
for young people



2

Tool for guidance
counsellors



3

Tool for professionals
working with young
people



4

Additional help for
organisations

Target group

Duunikoutsi is a free of charge working life app for young people aged 13 to 25. The content of the app is aimed specifically at young people searching for a:

- **TET placement**
- **Summer job, internship or part-time job**
- **long-term work**

The app is available in Finnish, English, Swedish, Easy Finnish, Arabic, Russian and Somali



Duunikoutsi coaches young people in:

- Developing self-esteem and identifying skills
- Job search
- Writing a CV and a job application
- Preparing for job interviews
- Learning the rules of working life

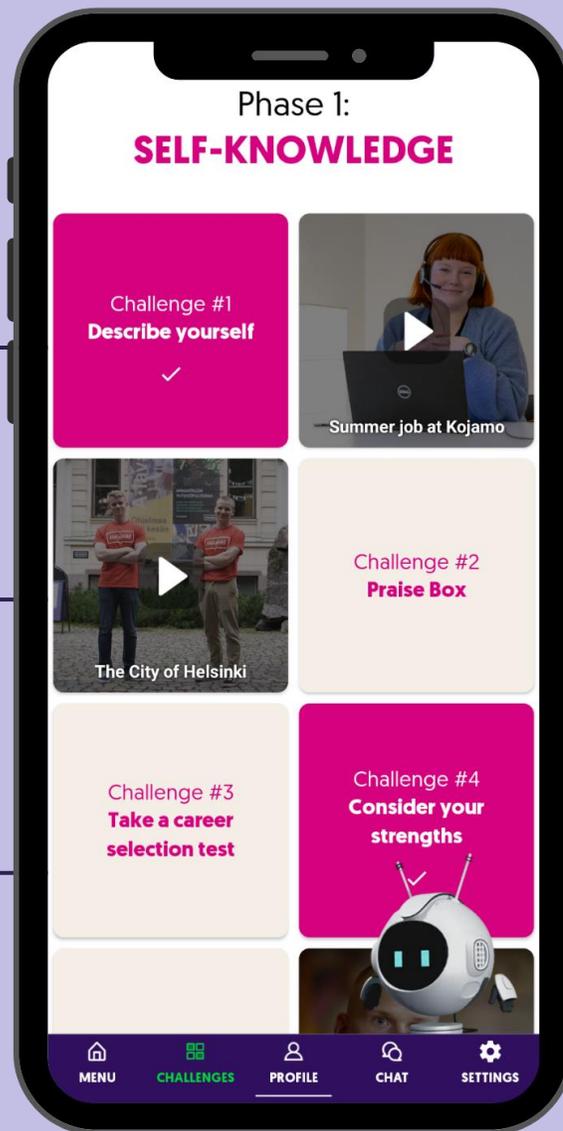


Duunikoutsi contains:

Challenges and useful tips for job search

Encouraging tips and videos

CV-machine that creates a pre-filled skills-based CV



Skill Profile, that gathers all of the skills the young person has in one place

Robocoach chatbot makes recommendations and provides useful information

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Accessing and launching Duunikoutsi



You can find Duunikoutsi in:
www.duunikoutsi.fi

Alternatively, you can download the Duunikoutsi mobile app free of charge from your app shop or with the QR-code.



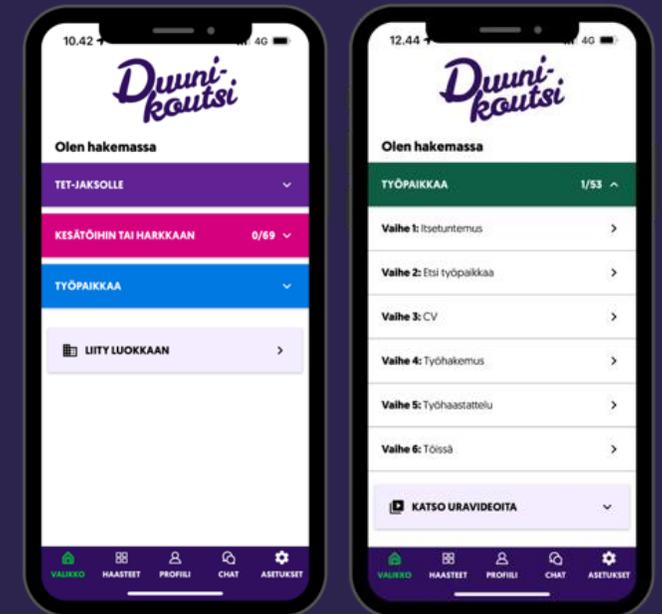
Duunikoutsi platforms

- Duunikoutsi is available as browser based and mobile app based.
- Both platform versions have the same content
- If you are testing the browser-based version of Duunikoutsi, please use the address testaa.duunikoutsi.fi
- This is so that we would receive realistic user data about young people using Duunikoutsi
- Students won't use the test version, but the regular version in www.duunikoutsi.fi



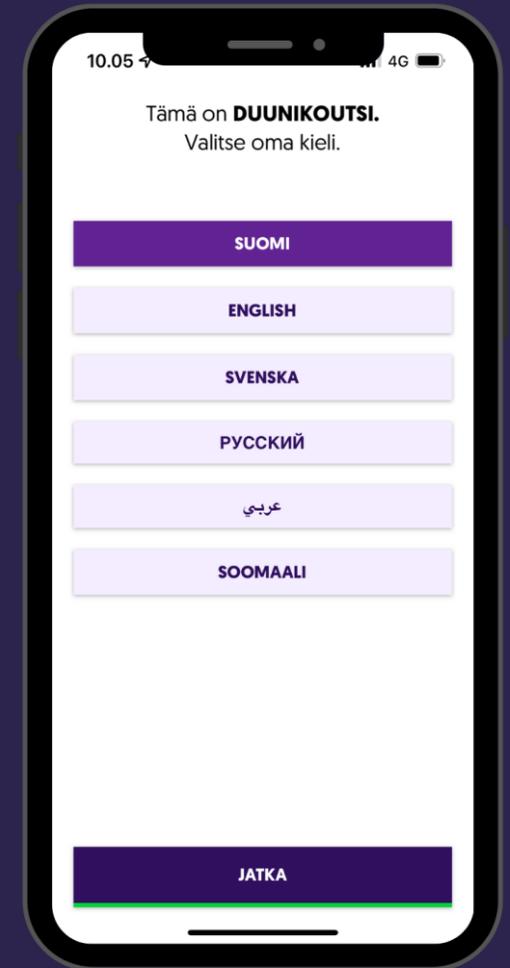
Full and simplified version

- Full version:
 - Contains three coaching programmes: I am searching for a TET placement, I am searching for a summer job or internship, and I am searching for a job.
- Simplified version:
 - Contains one coaching programme aimed at job search (for example a summer job, internship or a more permanent job)
 - Content is lighter: it contains less challenges and the language is Easy Finnish.
 - Version is aimed at young people who might struggle with learning or have difficulties with the Finnish language.
 - The simplified version can be activated when you launch the app and choose Finnish as your language.
 - You can also switch from the Full Finnish version to the Simplified one later from the settings.



Languages of Duunikoutsi

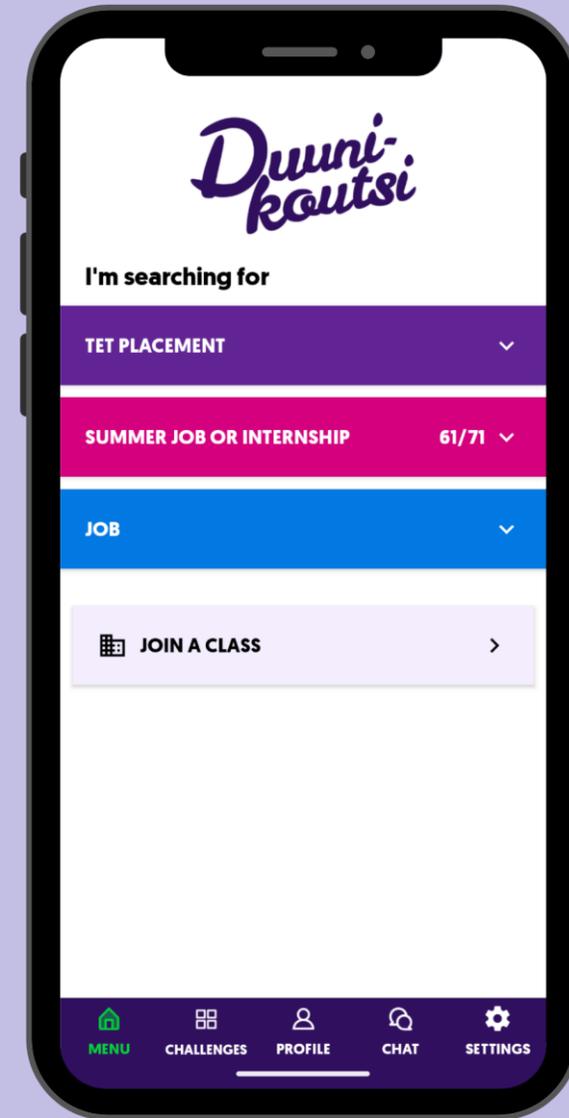
- Duunikoutsi is available in the following languages:
 - Finnish
 - Swedish
 - English
 - Easy Finnish
 - Somali + Easy Finnish*
 - Arabic + Easy Finnish*
 - Russian + Easy Finnish*
- The language is chosen when the app is launched. Additionally, you can change your language from the settings
- Language versions (SO, AR, RU*) have been developed in a new innovative way combining Easy Finnish with the young person's native language. The purpose of this is to help the young person understand the meaning of work as well as teach working life related vocabulary in Finnish.



Goals of Duunikoutsi

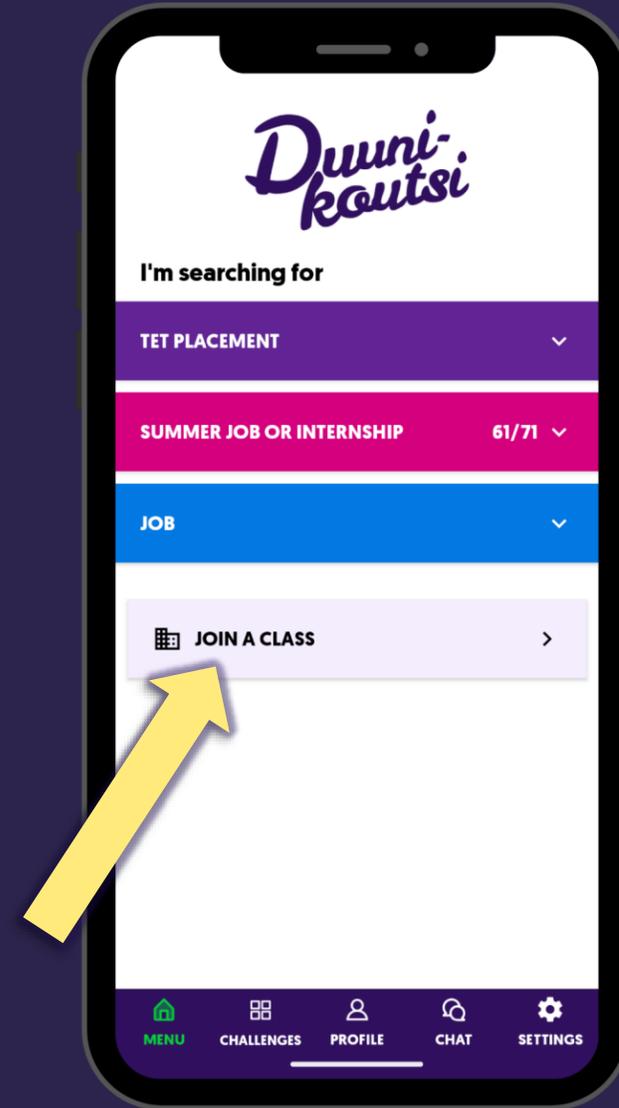
Duunikoutsi has three different coaching programmes. The young person chooses the one relevant to them depending on whether they are searching for a:

- **TET period placement**
- **Summer job or an internship**
- **Job**



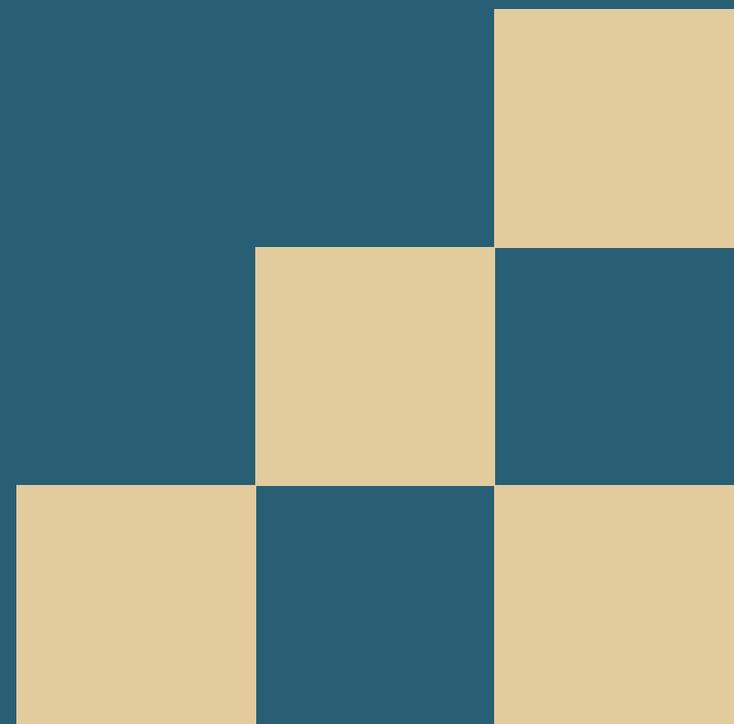
"Join a class" button

- On the front page of Duunikoutsi, you can see a "Join a class" button. This is not related to the coaching programmes.
- "Join a class" contains the entrepreneurship material by JA Finland aimed at 7th graders and you will require a specific code to use the materials.



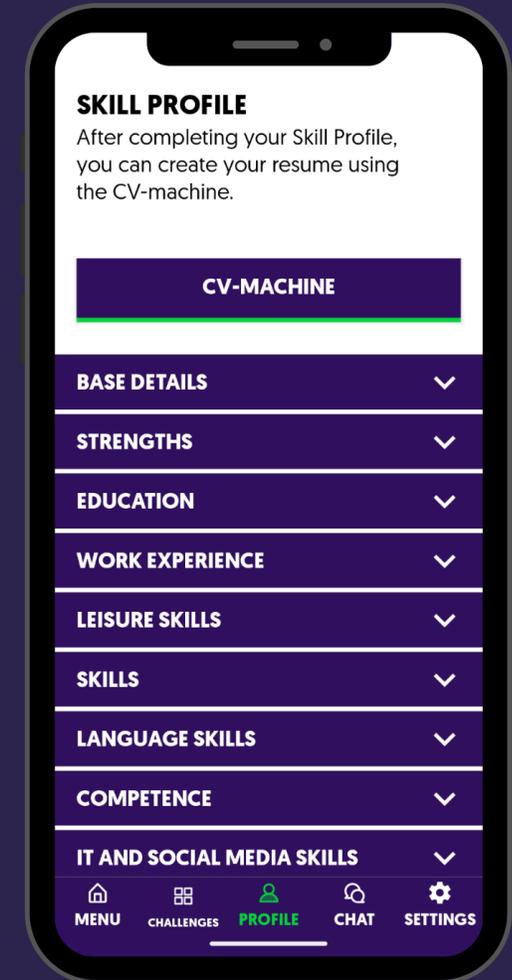
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Using Duunikoutsi as a coaching tool



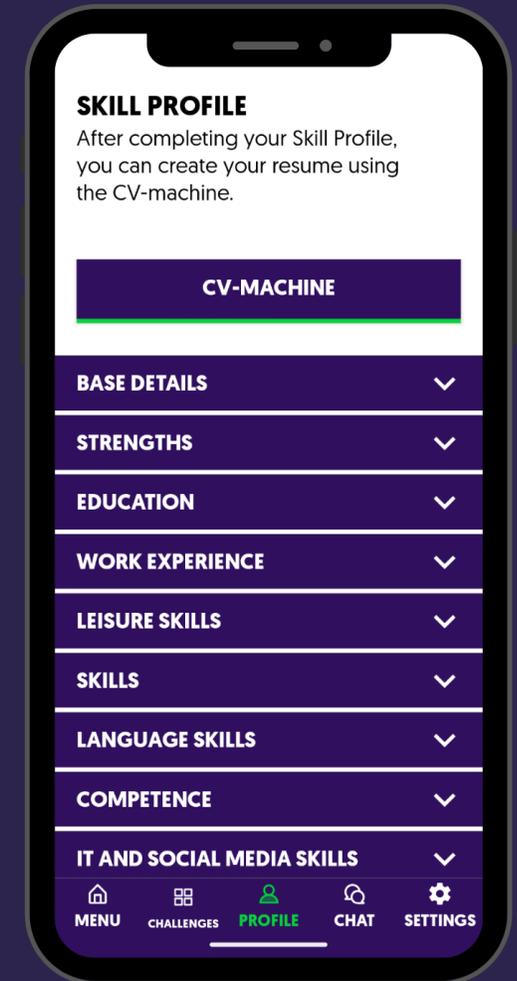
Skill profile combines skills and know-how

- The Skill Profile of Duunikoutsi gathers information about the young person's skills, know-how and education from life's different areas (school, work, leisure time, voluntary work)
- Part of the information is gathered from completed challenges and some information needs to be manually filled in
- Skill Profile can be accessed via the "profile" tab. In order to use the Skill Profile, an account needs to be created, so that the information in the profile, as well as the CV it creates for the young person, is saved
- The information in the Skill Profile is the basis of the CV that the CV machine creates for the young person. It is worth updating the Skill Profile every time the young person applies for a job in order to keep it up to date



Challenges related to the Skill Profile

- Part of the information in the Skill Profile and the pre-filled CV comes from answers given in the following challenges*:
 - Challenge 1: Describe yourself
 - Challenge 2: Praise Box
 - Challenge 7: Leisure skills
 - Challenge 13: My skills
 - Challenge 14: IT and social media skills
 - Challenge 15: Language skills
 - Challenge 40: CV image quiz
 - Challenge 43: CV checklist
- Part of the information in the Skill Profile needs to be manually added, such as base details, education, work experience and links
- * You will find the challenges with these numbers from the "Summer job or internship" coaching. Other coaching programmes might have different challenge numbers (the challenge names remain the same)



CV-machine creates a CV

- After the Skill Profile has been completed, the CV-machine creates a skills-based CV that is pre-filled with the young persons details.
- The CV can be customized by changing the colours and layout.
- CV can be saved as a pdf file, or a CV link can be used to send the CV directly to an employer.
- Depending on which language version is being used, the CV will be in Finnish, English or Swedish.



Elli
Esimerkki
0407651426
talousjanuoret@tat.fi

PROFIILI
"Energinen ja asiakaspalveluhenkinen, idearikas työkaveri. Auttaa muita mielellään eikä säikähdä uusiakaan työtehtäviä."

KOULUTUS
PERUSKOULU, 8/2013 - 6/2022
Lovisan peruskoulu

TYÖKOKEMUS
LOVIISAN PAAHTIMO, 7/2021 - 7/2021
Kahviliityöntekijä, asiakaspalvelija

SUORITETUT KURSSIT JA PÄTEVYYDET
ISOSKOULUTUS, 4/2021 - 5/2021
HYGIENIAPASSI, 6/2021 - 6/2021

VAHVUUDET
HUUMORINTAJUINEN AVULIAS OPPIMISHALUINEN
KÄYTÄNNÖLLINEN MÄÄRÄTIETAINEN LUOVA

KIELITAITO
SUOMI, ÄIDINKIELI ENGLANTI, ERINOMAINEN RUOTSI, HYVÄ

IT- JA SOME-TAIDOT
KUVANKÄSITTELYOHJELMAT TIEDONHAKU HAKUKONEILLA
VIDEOIDEN EDITOINTI EXCEL CANVA FACEBOOK
INSTAGRAM TIKTOK YOUTUBE

TAIDOT
ASIAKASPALVELU KASSA- JA RAHANKÄSITTELY SIIVOUS
VALOKUVAAMINEN SOSIAALISEN MEDIAN HALLINTA

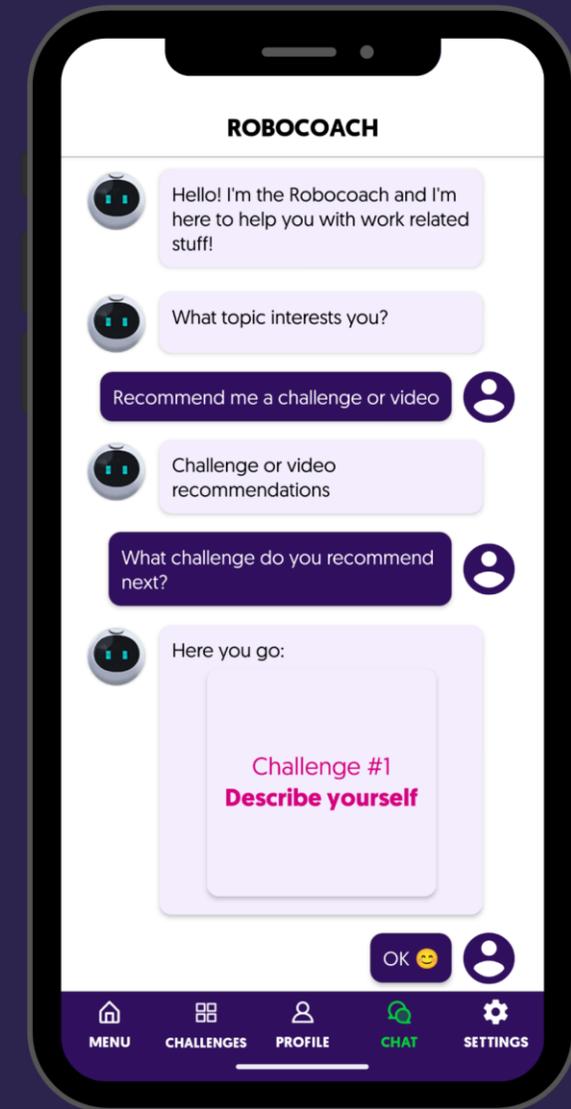
VAPAA-AJAN TAIDOT
VALOKUVAUS RYHMÄNOHJAUS ESIINTYMINEN (MM. KUORO)

LINKIT
elliphotography.fi

[Download an example of a CV created by Duunikoutsi here](#)

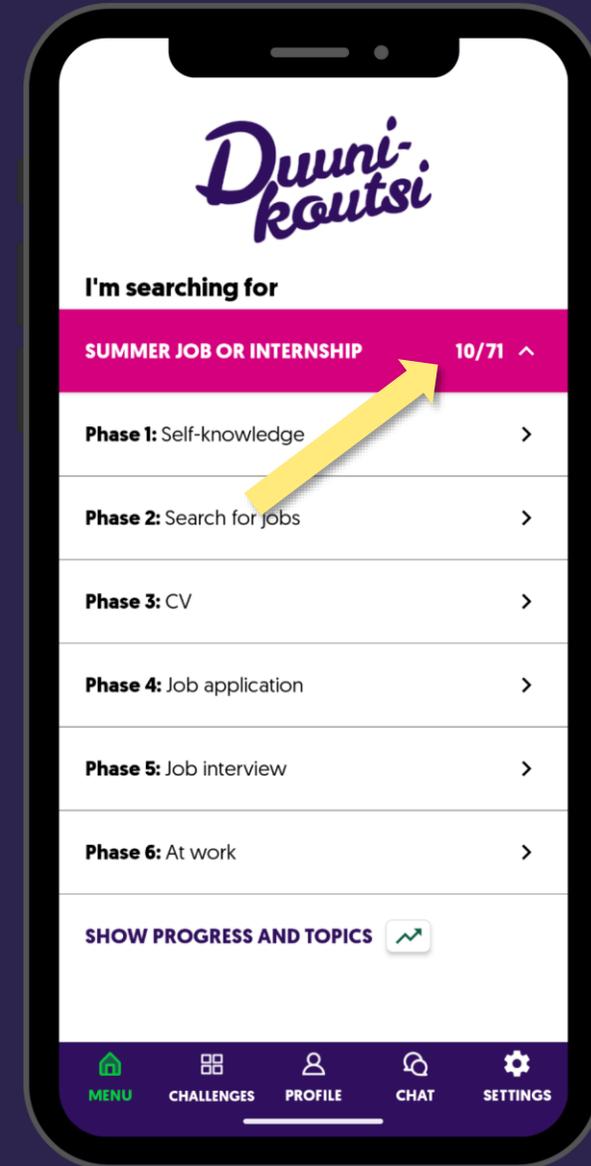
Robocoach supports the coaching

- Duunikoutsi has a chatbot called Robocoach. Robocoach helps the young person navigate the coaching programme. You can find Robocoach under the "chat" button.
- Robocoach recommends challenges, videos and tips.
- Robocoach also answers common working life questions related to themes such as finding a job, selecting an industry, network, CV, employment contract, vacation, illness, etc.



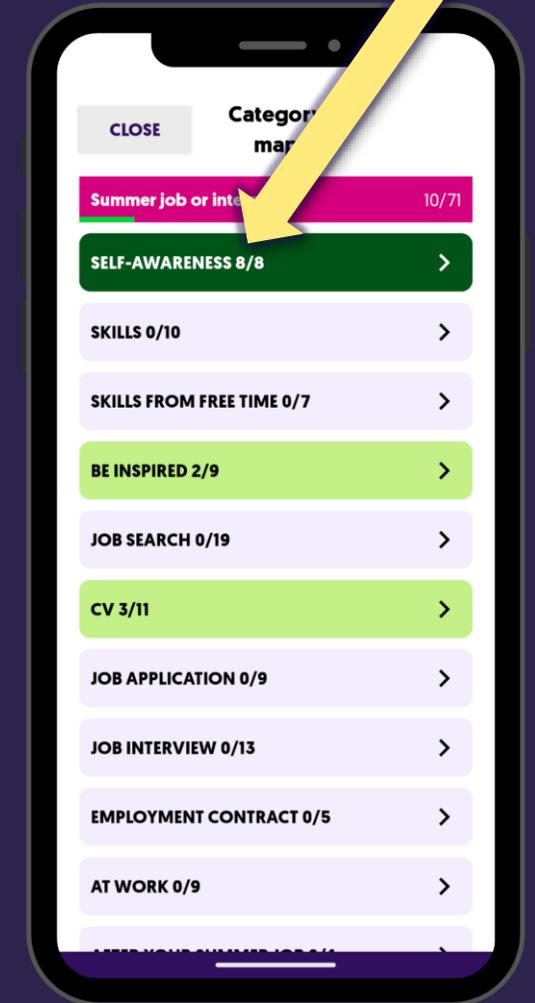
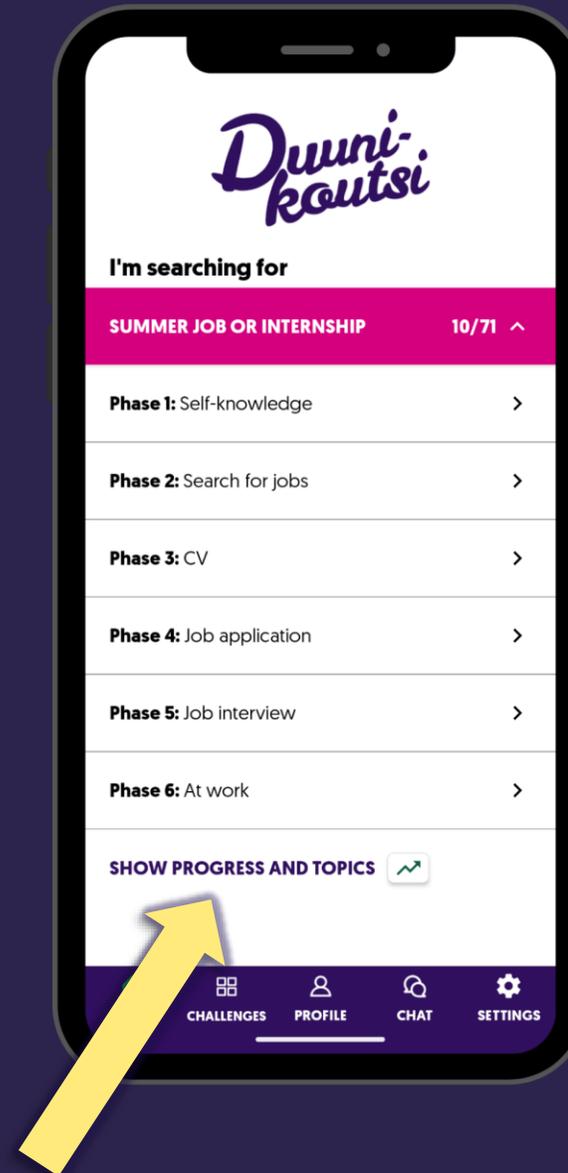
How to follow progression?

You can follow the progression the young person is making with the coaching programme by asking them to send you a screen capture of the front page at the end of the class. This way you will see how many challenges they have completed (for example 10/71).



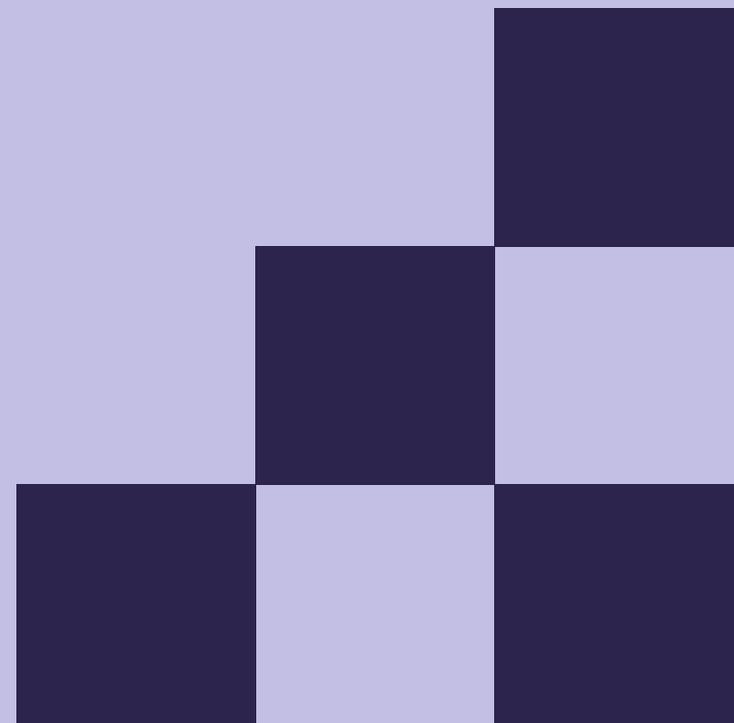
Progress and topics

- Next to the name of the active coaching programme, you can see how many challenges have been completed from that programme
- By clicking "Show progress and topics" located at the end of each coaching programme, you can access Duunikoutsi's category map.
- The category map lists different work life related topics. By clicking a topic, you can find the related content (challenges, tips, videos) in order of importance.
- The category map can also be used to see how many challenges the young person has completed from each topic.



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Exercises to support coaching



Themes of the exercises: Parts 1 and 2

These exercises are specifically aimed at young people applying for a summer job or an internship. Exercises can also be modified for other purposes.

- **Part 1 – Self-knowledge as the working life skill of the future**
 - Exercise 1: Think about your strengths
 - Exercise 2: My skills
 - Exercise 3: Identify your values
- **Exercises Part 2 – Towards working life**
 - Exercise 1: Search for jobs
 - Exercise 2: Job application and CV
 - Exercise 3: Job interview
 - Exercise 4: At work



How to start using the teaching material?

- When you start using Duunikoutsi with the young people, start with the "Introduction" section of the Teaching materials for upper secondary education. After that you can select the most relevant topic and exercises.
- The exercises from each theme include shorter tasks where the young people will be guided to complete exercises from Duunikoutsi.
- Exercises are a combination of individual tasks, pair and group work.
- Each exercise takes from 10 to 20 minutes to complete.
- You may use the exercises to build a whole lesson or use them as standalone tasks.



Self-study material

- In addition to these teaching materials, we offer a self-study material for young people to help them use Duunikoutsi
- They guide the young people towards the most important exercises
- Can be used to as homework
- Available in Finnish, English, Swedish, Arabic, Russian, and Somali
- Materials can be found here:
 - nuortennyt.fi/aineistopankki/duunikoutsin-itseopiskelumateriaali/
 - nuortennyt.fi/en/service/duunikoutsi/



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Duunikoutsi and upper
secondary education
curriculum links



What skills and knowledge is learned?



Skills

- Self-knowledge
- Self-leadership
- Learning-to-learn
- Initiative
- Resilience
- Problem solving



Knowledge

Work life:

- Meaning of work: society and individual
- Own strengths and interests
- Work life expectations and valuation
- Job search
- Well-being at work
- Work life scenarios for your own future

Transformation of work

- Skills
- Sectors and professions
- Working cultures and environments
- Networks

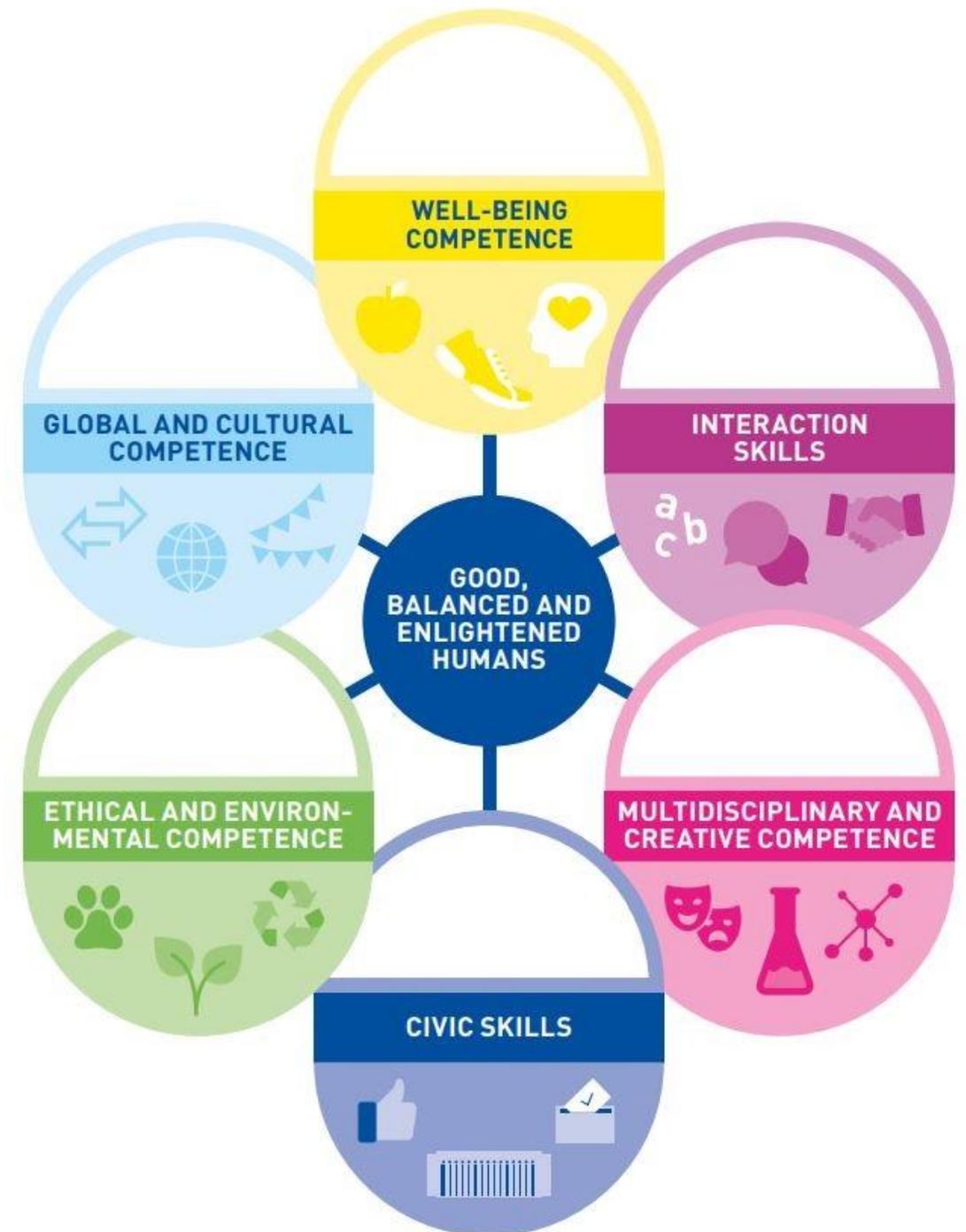
Sustainable development:

- Equality

Duunikoutsi and upper secondary education curriculum

Duunikoutsi links to the transversal competence areas of the upper secondary education curriculum:

- **Well-being competence** (for example, recognition and utilisation of own strengths, and identity construction)
- **Interaction skills** (for example, social and cooperative skills, and collaborative learning skills)
- **Civic skills** (for example, Using competences for one's own and the benefit of society, ability to transform as regards life in general and the world of work, and an entrepreneurial disposition).



Duunikoutsi and links to different subjects (examples)

- Guidance Counselling: OP1 and OP2
- Finnish language and literature: ÄI13 and ÄI14
- Swedish (A): RUA6
- Swedish (B): RUB15
- English (A): ENA6

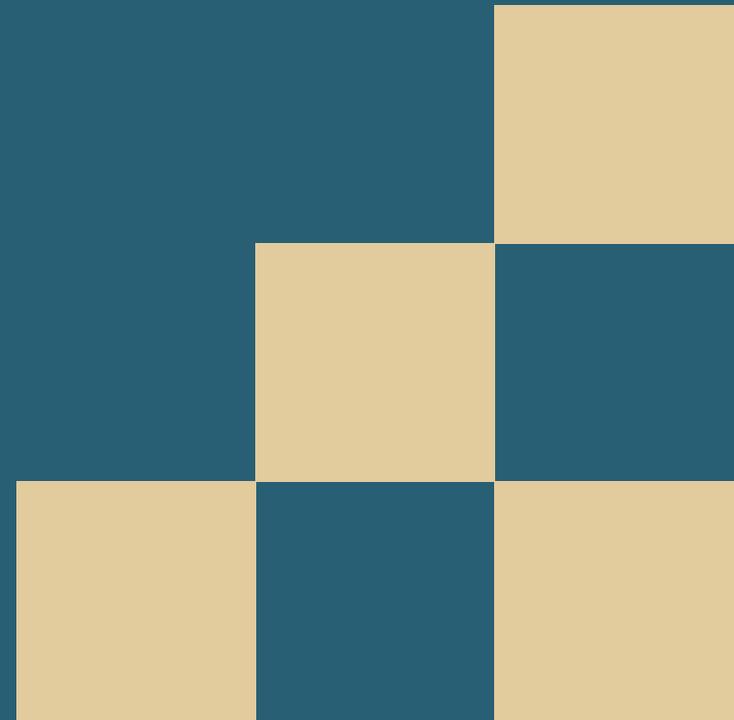


Vocational training and curriculum

Communication and interaction competence	Citizenship and working life competence
Finnish language: For example, practicing interaction situations, such as a phone call, correct manners, job interview, interpreting texts (CV and job application)	Operating in the world of work (YTTT): For example, employment contract and work life networks
English (elective): For example, job interview	Study and career planning capabilities (YTOU): For example, own interests and opportunities, career decisions, job search, presenting own skills
Communications in working life (elective): For example. texts needed in working life.	Entrepreneurship and entrepreneurial activities (YTY): For example, setting up a company (support, information, and how to access them), readiness to act as an entrepreneur.

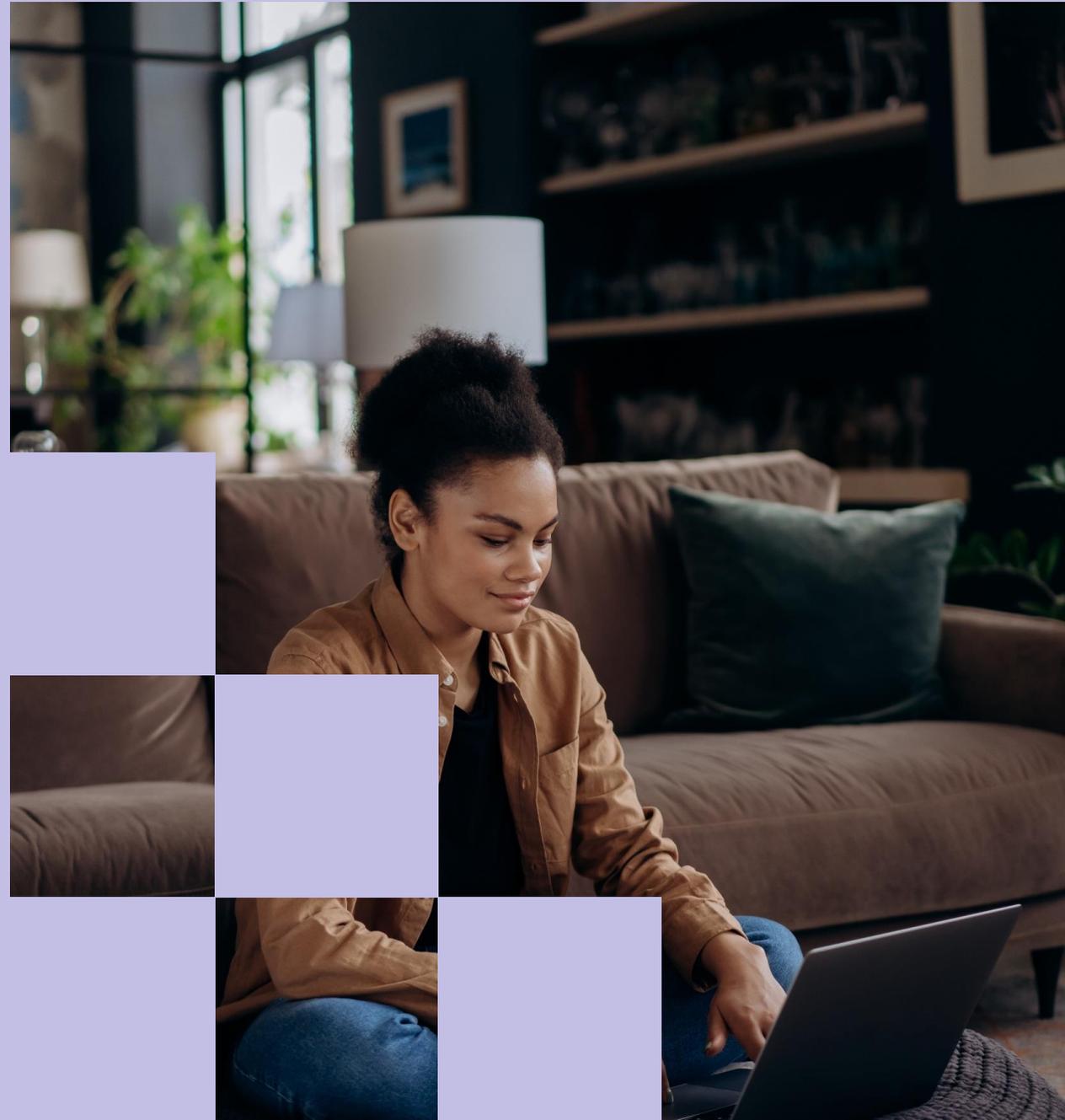
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More information



Read more about Duunikoutsi

- Read more about Duunikoutsi and familiarize yourself with Duunikoutsi teaching materials and the self-study materials
 - nuortenny.fi/en/service/duunikoutsi/
- You can leave feedback about the content, usability and accessibility of the Duunikoutsi app from the "Settings"
- You can leave a star review in the App Store or Google Play Store



In collaboration with

Opetus- ja
kulttuuriministeriö

OSAAMISKESKUS
KENTAURI

 Elinkeinoelämän
keskusliitto

SAK

 **TURKU**

Vipuvoimaa
EU:lta
2014–2020 
Euroopan unioni
Euroopan sosiaalirahasto

Technical implementation:

SARKAIN







Thank you for
working towards
better employability
skills for young
people

