### ICT Driving Licence

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<th>Name of service</th>
<th>ICT Driving Licence</th>
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<td>Short description</td>
<td>A technical platform and studying materials for taking the ICT Driving Licence, a compulsory course for all degree students.</td>
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<td>Service provider</td>
<td>IT Center</td>
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**General description**

- **Contents, intended use, benefits**
  
  The ICT Driving Licence is a compulsory course (3 study credits) for all degree students at the University of Helsinki, providing the new students with adequate basic ICT skills for studying at the university. The ICT Driving Licence service contains the course materials for students and teachers. The materials are available in Finnish, Swedish and English.

  Materials for students include the actual study materials and exercises in the WordPress system as well as additional reading materials. The entry level tests and competence test are taken in the Moodle learning environment. The self-evaluation and feedback forms for the course can be found in the eLomake system.

  ICT Driving Licence materials may also be used by parties outside the university based on separate agreement with the University of Helsinki.

  More specific pedagogic information on the ICT Driving Licence course can be found at [http://www.helsinki.fi/tvt-ajokortti/english](http://www.helsinki.fi/tvt-ajokortti/english).

**Who is the service intended for?**

- University students and staff, university units, external organisations

**How do you get access to the service?**


  The course is organised by the faculties.

  Clients: please contact Ville Träff.

**Service level**

- **Service hours, quality, restrictions**
  
  The service is available at all times with the exception of maintenance breaks and unexpected disturbances. Planned maintenance breaks are notified in advance at [http://www.helsinki.fi/katko](http://www.helsinki.fi/katko).

**Pricing**

- A basic service that is offered free of charge for units of the University of Helsinki.

  To other universities based on separate agreement if necessary.

**User support**

- Faculty support is focused on the ICT Driving Licence e-mail list and meetings of the network of persons in charge a couple of times a year. In addition, a separate instruction site is available for ICT Driving Licence teachers and persons in charge at the faculties.

  Implementation support is available for other universities as agreed. If you need support, please e-mail tvt-ajokorttituki@helsinki.fi.

**Responsibilities**

- The IT Center is responsible for providing the materials and keeping them updated. Updates of contents for parties outside the University of Helsinki are agreed on separately.

  The client is responsible for arranging the teaching.

**Service options**

- **Versions, additional services, other services**