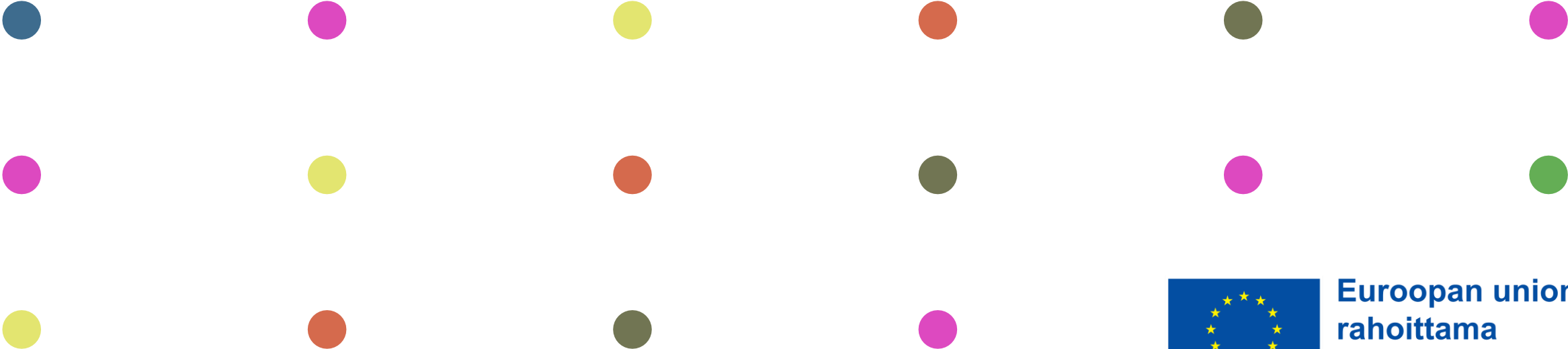


# Opin.fi: General rules 1.0

Approved by the General Assembly

27 September 2023



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# CONTENTS

About the rules	3
General rules	5
Values	10
General rules in black and white	16
Roadmap and background documents	25



# About the rules

# About the Opin.fi set of rules

The rules describe how higher education institutions use the Opin.fi service independently and together, forming a learning ecosystem. The set of rules consists of the General rules and the Practical rules that provide more details. These include e.g. the e-learning quality criteria.

- The higher education institutions committed to complying with the operating methods and objectives specified in the rules by approving the General rules 0.1 at the Digivisio project's General Assembly on 22 November 2022.
- The General rules 1.0 were approved by the General Assembly on 27 September 2023.
- The rules will be updated along with new versions of the Opin.fi service.
- Practical rules will be developed in the Opin.fi rollout phase based on experiences and lessons learned.



# General rules

# Themes of the general rules

1. Values and ethical principles
2. Data administration and sharing
3. Learning offering descriptions and the quality criteria for e-learning pedagogy
4. Principles for presenting the learning offering in Opin.fi
5. Principles for modular learning offering in Opin.fi
6. HEIs' responsibility for the learning offering
7. Supporting learners speaking different languages
8. Combining contents into entities
9. Communication between Opin.fi and the learner

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# General rules for using the Opini.fi service 1/3

## 1. VALUES AND ETHICAL PRINCIPLES

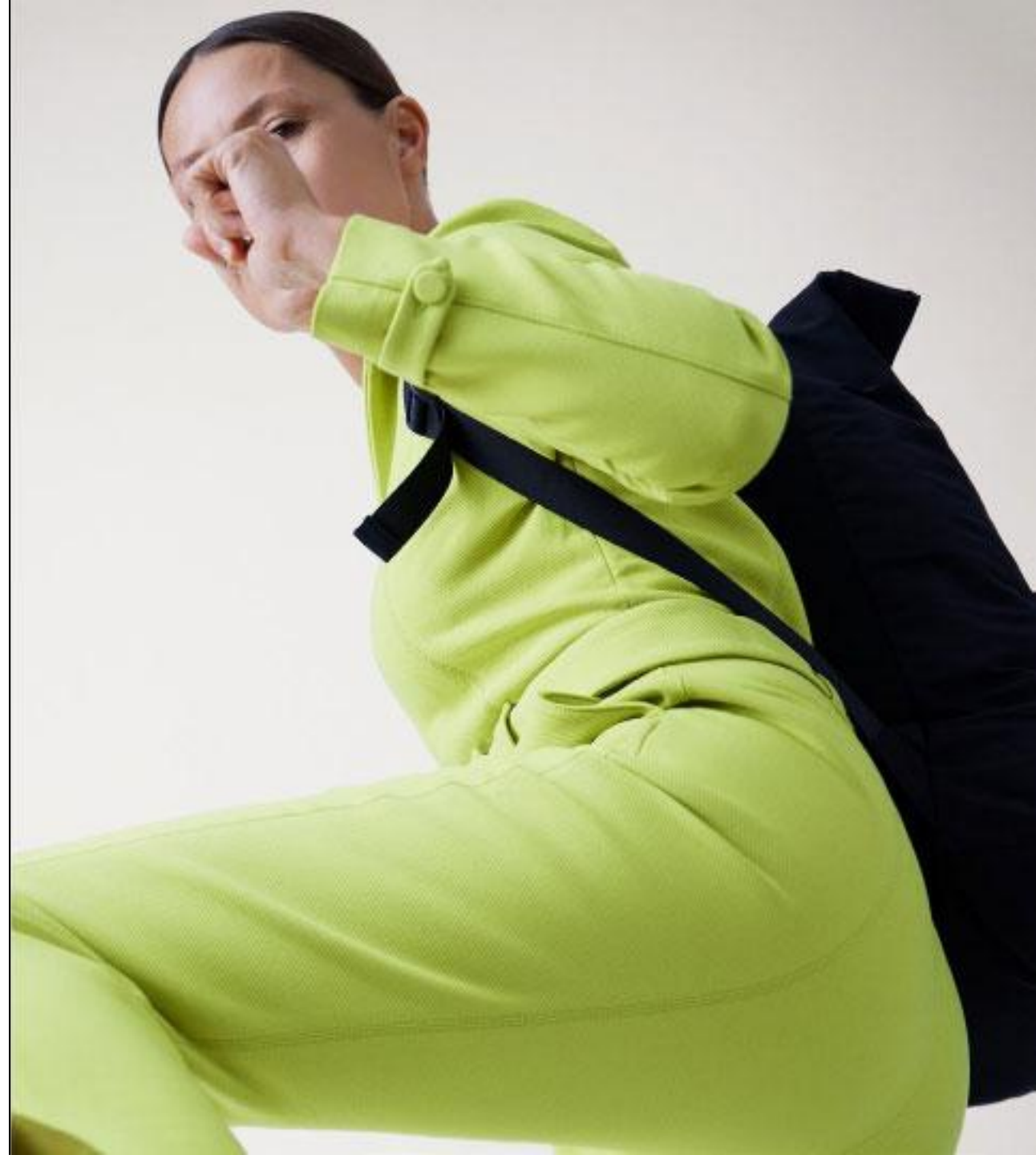
The values and ethical principles jointly defined by HEIs guide their cooperation in the development of the Opini.fi service and the operation of the service. The values of the service are Learner orientation, Cooperation, Openness and Leading the way.

## 2. DATA ADMINISTRATION AND SHARING

Each higher education institution owns and manages the data concerning it that accumulate in the service and on the Data platform. Higher education institutions can see and share jointly agreed data with other higher education institutions.

## 3. DESCRIBING THE LEARNING OFFERING AND QUALITY CRITERIA FOR DIGITAL PEDAGOGY

Higher education institutions bring descriptions of their learning offering to the service. These descriptions meet jointly agreed requirements. Learner centered quality criteria for e-learning support higher education institutions in producing high-quality and accessible learning opportunities for the service.



# General rules for using the Opini.fi service 2/3

## 4. PRINCIPLES FOR PRESENTING THE LEARNING OFFERING IN THE SERVICE

Visibility on the hit list of Opini.fi is not for sale. The offering is presented in a learner-oriented manner. The principles for listing the offering are developed together with HEIs, and all HEIs can openly access their documentation.

## 5. PRINCIPLE OF MODULARITY IN THE SERVICE'S LEARNING OFFERING

As part of their curriculum cooperation, higher education institutions develop educational content for the service. Learners can use these to build themselves study units across the boundaries of higher education institutions.

## 6. HEIS' RESPONSIBILITY FOR THE LEARNING OFFERING

The higher education institutions are responsible for the practical implementation, functioning, quality, support, copyrights, etc. related to the education and teaching they offer on their individual learning platforms/environments. Opini.fi is not a learning platform (LMS).





# General rules for using the Opini.fi service 3/3

## 7. SUPPORTING LEARNERS SPEAKING DIFFERENT LANGUAGES

Finnish and international learners speaking different languages will be taken into consideration in the contents and user interface of the service at a level that will be agreed together.

## 8. COMBINING CONTENTS INTO ENTITIES

Higher education institutions and their networks can combine their learning offerings to build modules visible in the service. For example, these modules can be thematic or specific to a field.

## 9. COMMUNICATION BY THE SERVICE TARGETED AT THE LEARNER

The service has functionalities that make it possible to inform learners about interesting contents within the service or through notifications sent from the service. The principles of displaying them and the operational model for content management will be developed in cooperation with higher education institutions.

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# Values

# 1. Values and ethical principles

## OPIN.FI VALUES

The values and ethical principles jointly defined by HEIs guide their cooperation in the development of the Opin.fi service and the operation of the service.

### LEARNER ORIENTATION



HIGH QUALITY LEARNING  
OFFERING, E-LEARNING  
PEDAGOGY, DIGITAL  
SERVICES

### LEADING THE WAY

CONTINUOUS LEARNING TO A  
NATURAL PART OF DAILY LIFE

### OPENNESS

INTERNATIONALLY  
RENOWNED LEARNING  
ECOSYSTEM

### COOPERATION

COMMON OPERATING  
MODELS FOR THE  
BENEFIT OF THE  
LEARNER

# LEARNER ORIENTATION



We HEIs ensure that everyone has the opportunity to learn in our constantly changing world in a way that suits them. The learner's interest is our starting point when developing the service. The learner benefits from our high-quality educational content, pedagogy and service.

## THE LEARNER

- builds their own future by making choices based on the opportunities available to them. They want to find reliable and useful information and learn easily and flexibly, without borders.
- can trust the quality and value of the research-based teaching we provide.

## WE HEIS

- Our, high-quality pedagogy keeps up to date with current changes, and removes obstacles from the learning path.
- In everyday life: Content designed, described and offered in a learner-oriented manner helps the learner make the right choices
- The implementation of our service is based on up to date principles and technical solutions in terms of accessibility, data protection, security and other preconditions.

# LEADING THE WAY



We must have the courage to build the future ourselves. Our goal is that continuous learning and the supplementing of competence will be a natural part of our society in 2030.

## THE LEARNER

- In addition to high-quality education, the learner seeks inspiration, enthusiasm and courage for change from us.
- we provide learners with the latest researched information and its applications in different areas of human knowledge.
- Higher education and competence are an important part of the values of our progressive society.

## WE HEIS

- In everyday life: We maintain a desirable vision of the future and, together, we carefully plan the steps our service needs to take to achieve it.
- We continuously offer the learner the best and most reliable service for self-development.
- Even internationally, we continue to present ourselves as a model and partner of continuous learning and the development of higher education.

# OPENNESS



We are building an internationally renowned open learning ecosystem in Finland.

## THE LEARNER

- has the opportunity to craft their own future through our open, easily accessible and equal educational offering. The learner's journey does not stop at the boundaries of organisations or country borders.

## WE HEIS

- Openness is a prerequisite for researched information and high-quality teaching based on it, as well as for cooperation between HEIs and international cooperation.
- Up-to-date and high-quality open data is the foundation for digitalisation. It allows us to build an ecosystem of learning based on new services.
- In everyday life: We guide the development of our service in a participatory and open manner through joint decision-making.
- Our open data content supports innovation in new services. Our data models and operations comply with international standards. Openness facilitates recognition of studies completed elsewhere.

# COOPERATION



We build a future for learning together. On this journey, we commit to long-term cooperation, which will help us overcome challenges and build a common way of acting for the benefit of the learner.

## THE LEARNER

- Smooth cooperation between HEIs in the areas of content, teaching and information systems is in the learner's interest.


## WE HEIS

- Through cooperation, we can build our service with the help of the vision, expertise and resources of the entire field of higher education. Together, we develop future higher education pedagogy and the competence of our personnel.
- Cooperation enables HEIs to profile themselves through their special expertise and to network with other social actors, even across land borders.
- Good pedagogical quality benefits the learner and gives our service a competitive advantage on the learning market, where networking and cooperation are also the key.
- In everyday life: Our jointly agreed upon operating methods, data models and terminologies form the basis for quality management in our educational offering and service development.

# General rules in black and white




## 2. Data administration and sharing



Each higher education institution owns and manages the data concerning it that accumulate in the Opin.fi service and on the Data platform. Higher education institutions can see and share jointly agreed data with other higher education institutions.

1. Digivisio uses the data to produce services offered to Learners and to the benefit of HEIs and our society.
2. Data is collected through Opin.fi: 1. in Opin.fi analytics, 2. on the Data platform, 3. in higher education institutions' systems, and 4. in national data warehouses.
3. The broad and rich foundation of data collected from different sources for the HEI's local and shared use will make it possible to develop the activities and offer of Opin.fi and higher education institutions, analyse the current situation and draw up plans for the future. Skills related to data utilisation will be developed as part of the Opin.fi service.
4. The parties participating in the Digivisio project strive to consistently use agreed on data models and terminology in describing the data to be processed in accordance with national and EU standards.
5. Learners manage their data. As a rule, learners' data is processed in a pseudonymised format, in statistical use (in analytics) in an anonymised format. The learner has the right and possibility to consent to the use of their data in association with their personal data.
6. The value, usability and the possibility of guiding learners in the Opin.fi service are low at the beginning. They will improve as the service is used and big data accumulates, especially after the launch of the service.


### 3. Describing the educational offering and quality criteria for digital pedagogy



Higher education institutions produce descriptions of the education they bring to the Opin.fi service, the information content of which meets jointly agreed requirements. Learner-centric quality criteria for digital pedagogy will support higher education institutions in producing high-quality and accessible content for the service.

1. A common data model and requirements for the content of educational offering data and its introduction to the service will be developed with system suppliers and other parties.
2. The education and training and their descriptions displayed in the Opin.fi service must comply with the jointly agreed on requirements/instructions that enable the implementation of a learner-oriented service. Educational contents described in a uniform way are a prerequisite for the guidance and recommendation functionalities to work as intended.
3. In Opin.fi, it is possible to supplement the descriptions of educational offering with information that cannot be obtained from the source systems.
4. The online learning quality criteria support higher education institutions in producing high-quality educational content for the service. The quality criteria consist of five parts: research-based approach, modularity, diversity, accessibility and usability. The quality criteria have two levels: prerequisites and recommendations.
5. The steering group will determine the consequences of deficiencies in the quality of education and training and cases where jointly approved data models and description methods are not followed.


## 4. Principles for presenting the learning offering in the service



Visibility on the hit list of the Opin.fi service is not for sale. The offering is presented in a learner-oriented manner. The principles for recommending the offering are developed together with HEIs, and all HEIs can openly access their documentation.

1. The basic principle of displaying the offer is that the learner gets the maximum benefit from the service both before and especially after identifying themselves.
2. The recommendation principles of the service will be described openly, and they will be administrated together with higher education institutions.
3. Uniform and comprehensive descriptions of education and training enable high-quality recommendation functionalities that benefit the learner.
4. When searching the offer, the hit list order varies depending on such factors as whether or not the learner has identified themselves in the service, what kind of background information has been stored concerning an identified learner, and what kind of environmental information can be obtained on the learner (device, location, language, etc.).


## 5. Principles for modular learning offering in Opin.fi



Higher education institutions produce educational content for the Opin.fi service. Learners can use these to build themselves learning packages across the boundaries of higher education institutions.

1. The offering brought to the service by HEIs consist of diverse parts that can be combined in a stacking manner into different packages or learning paths, also with the help of artificial intelligence.
2. The preliminary information on, further possibilities for and the potential assessment of modular educational contents must be planned and described in a manner that guides learning.
3. Modular content planning offers new opportunities for HEIs to implement educational content based on the results of research and development projects, for example.
4. For the learner, micro learning and micro credentials worth 1–59 credits enable learning for different needs, from acute information needs to more goal-oriented studies.
5. The online learning quality criteria will support higher education institutions in the planning and implementation of modular content.

## 6. HEIs' responsibility for the learning offering




The higher education institutions are responsible for the practical implementation, functioning, quality, support, copyrights, etc. related to the education and teaching they offer on their individual learning platforms/environments. Opin.fi is not a learning platform (LMS\*).

\*LMS = Learning Management System

1. The HEIs entire educational offering will be imported in the Opin.fi service, but only selected parts of it will be displayed to the learner.
2. The HEIs will themselves decide what educational content they wish to show the learner.
3. The service allows HEIs to supplement the descriptions of education with information that cannot be obtained from the source systems.
4. As a basic premise, all educational content in the service will be visible to all learners, but the higher education institutions will determine who and under what terms can apply/register/participate.
5. The higher education institutions are responsible for the practical implementation, functioning, quality, support, copyrights, etc. related to the education and teaching they offer.
6. The service provides the learners with the support needed for its use.


## 7. Supporting learners speaking different languages



Learners speaking different languages are taken into consideration in the contents and user interface of the service at an adequate level.

1. The higher education institutions will choose what content and in which languages they will bring to the service, taking into account the diversity of learners.
2. The descriptions of education content will, at minimum, be produced in the language in which the education programme itself will be delivered.
3. The higher education institutions will be responsible for the language versions of their education programmes and support related to them in the languages they offer.
4. The learner can select the language of the service's user interface (Finnish/Swedish/English) and the language of education they wish to view.


## 8. Combining contents into entities



Higher education institutions and their networks can combine their contents to build learning modules visible in the service. For example, these modules can be thematic or specific to a field.

1. HEIs can select (independently or together) sets from the service's educational offering that are made visible to the learner as logical entities.
2. All education descriptions in the service will be visible to all learners, but the higher education institutions will determine under what terms can apply, register or participate in the education programmes/entities.

## 9. Communication between Opin.fi and the learner



The service has functionalities that make it possible to inform learners about interesting contents within the service or through notifications sent from the service. The principles of displaying them and the operational model for content management will be developed in cooperation with higher education institutions.

1. In addition to search and other functions, the service provides the learner with useful content based on the learner's own information.
2. The learner can choose which types of announcements (e.g. new offerings according to a certain classification) they receive from the service.
3. Higher education institutions' brands will be visible in the service and in its communications as agreed.
4. Communications and marketing measures related to the service will be planned and implemented as agreed with higher education institutions.



# Roadmap and supporting documents

# Roadmap

- This page can be updated to illustrate the current status of the rules.

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## Supporting documents related to the rules (9/2023)

Rule	Dokumentit
(The umbrella concept, Opin.fi, affecting all rules 5/2023)	<ol style="list-style-type: none"> <li>1. Opin.fi-palvelu: Tuotevisio, versiokohtaiset ominaisuudet ja kokonaisaikataulu</li> <li>2. Arkkitehtuuriperiaatteet</li> </ol>
1. Values and ethical principles	<ol style="list-style-type: none"> <li>1. Hankesopimus</li> <li>2. Digivision tavoiteskenaario (2021)</li> <li>3. Esitys arvoista Yleiskokoukselle (9/2023)</li> <li>4. Hankkeen luonnostellut tavoitteet 2025-2028 (2023)</li> </ol>
2. Data administration and sharing	<ol style="list-style-type: none"> <li>1. Tiedolla toimimisen konsepti</li> <li>2. Yleinen tietojen siirtoon liittyvä periaate</li> <li>3. Tarkennettu tiedolla toimimisen konsepti</li> <li>4. Lisensointi- ja julkaisuperiaatteet</li> <li>5. Tietoturvapoliittikka ja Lokipoliittikka</li> <li>6. Osaamisen kuvaustiedot palvelussa (tulossa)</li> <li>7. Kumppanuussuunnitelma</li> </ol>
Learning offering descriptions and the quality criteria for e-learning pedagogy	<ol style="list-style-type: none"> <li>1. Koulutustarjonnan konsepti</li> <li>2. Digipedagogiikan laatukriteerit 1.0</li> <li>3. Osaamisen kuvaustiedot palvelussa (tulossa)</li> </ol>
4. Principles for presenting the offer of education in the service	<ol style="list-style-type: none"> <li>1. Koulutustarjonnan konsepti</li> <li>2. Koulutustarjonta osajulkaisussa 2.0 –konsepti (luokittelutiedot ja rikastamisen paikat)</li> <li>3. Ohjauksen, suosittelun ja oman oppimisen konsepti</li> <li>4. Osaamisen kuvaustiedot palvelussa (tulossa)</li> </ol>
5. Principle of modularity in the service's contents	<ol style="list-style-type: none"> <li>1. Ohjauksen, suosittelun ja oman oppimisen konsepti</li> <li>2. Digipedagogiikan laatukriteerit 1.0</li> <li>3. Pinoutuvuus ja pienet osaamiskokonaisuudet palvelussa (tulossa)</li> <li>4. Osaamisen kuvaustiedot palvelussa (tulossa)</li> </ol>
6. HEIs' responsibility for the education offered	<ol style="list-style-type: none"> <li>1. Koulutustarjonnan konsepti</li> <li>2. Yhteisesti tuotettua tarjontaa tukevat kyvykkyydet palvelussa (tulossa)</li> <li>3. Informaaliin tarjontaan ilmoittautumisen konsepti (tulossa)</li> <li>4. Formaaliin ja non-formaaliin tarjontaan ilmoittautumisen konsepti (tulossa)</li> </ol>
7. The service and learners speaking different languages	<ol style="list-style-type: none"> <li>1. Sisällönhallinta ja monikielisyys Opin.fi-palvelussa (tulossa)</li> </ol>
8. Combining contents into entities	<ol style="list-style-type: none"> <li>1. Ohjauksen, suosittelun ja oman oppimisen konsepti</li> <li>2. Pinoutuvuus ja pienet osaamiskokonaisuudet palvelussa (tulossa)</li> <li>3. Osaamisen kuvaustiedot palvelussa (tulossa)</li> </ol>
9. Communication between Opin.fi and the learner	<ol style="list-style-type: none"> <li>1. Opin.fi-konsepti/brändi</li> <li>2. Ohjauksen, suosittelun ja oman oppimisen konsepti</li> </ol>