



## Customer instructions for the Liisi – learning environment

Liisi – learning environment brings Luotsi's services closer to you in digital form. Its goal is to provide help and support to improve your employment. Liisi offers courses related to job searching, education and studying, as well as entrepreneurship. These are voluntary, self-paced studies that do not provide study credits or other qualifications related to formal degrees. Also, the participation does not entitle one to discretionary expense allowance. However, Liisi's courses can be freely completed while unemployed, and it does not affect eligibility for unemployment benefits. The courses do not include any online or in-person meetings with an instructor unless specifically agreed otherwise.

### Examples of courses:

- How to find open job positions?
- How to make a CV?
- How to make a job application?
- How to articulate skills?
- How to get ready for a job interview?
- Education
- Studying
- Get excited about entrepreneurship

### Registering to Liisi

Using Liisi – learning environment requires registration. You will receive a link to register. Carefully fill out the registration form. The email address you provide on the form will serve as your username in Liisi.

After registering, you will receive an email to the address you provided. Also, check your email trash file if necessary. The email will contain your temporary password, which is recommended to be changed after your first login in the user menu of Liisi. You can log in to Liisi at:

<https://cloud.priimalms.com/ns/804320> . We recommend saving the login link as a bookmark in your browser, for example. Please note that when logging into Liisi, you must accept the terms of use for the environment. Otherwise, using Liisi will not be possible.

### Questions or problems?

If you have any questions regarding Liisi, you can contact a Luotsi employee or the Luotsi service desk. You can find the contact information for Luotsi service desks on the Luotsi website:

<https://luotsipohjoiskarjala.fi/palvelupisteet>