



Overview

- Introduction
- Training with Sunette and Hettie
- Click up pages
- Conclusion (observations)



Introduction: new environment



- General orientation
- Different sections of the library
- Meeting colleagues and their responsibilities
- Sello Baloyi & Patson Nyalungu showed me the arrangement of level 5 collection.



Training with Sunette Steynberg



- Elna Randall (FLM) allocated a mentor
- Comprehensive
 - * administrative work, procedures, database searches and interlending
- Access to general information
- Social skills



Training with Hettie Groenewald



- Introduced me to the staff of the departments I will be serving
- IT related training
 - * introduction to dreamweaver, UP Space, Clickup pages
 - * (updating & uploading modules)

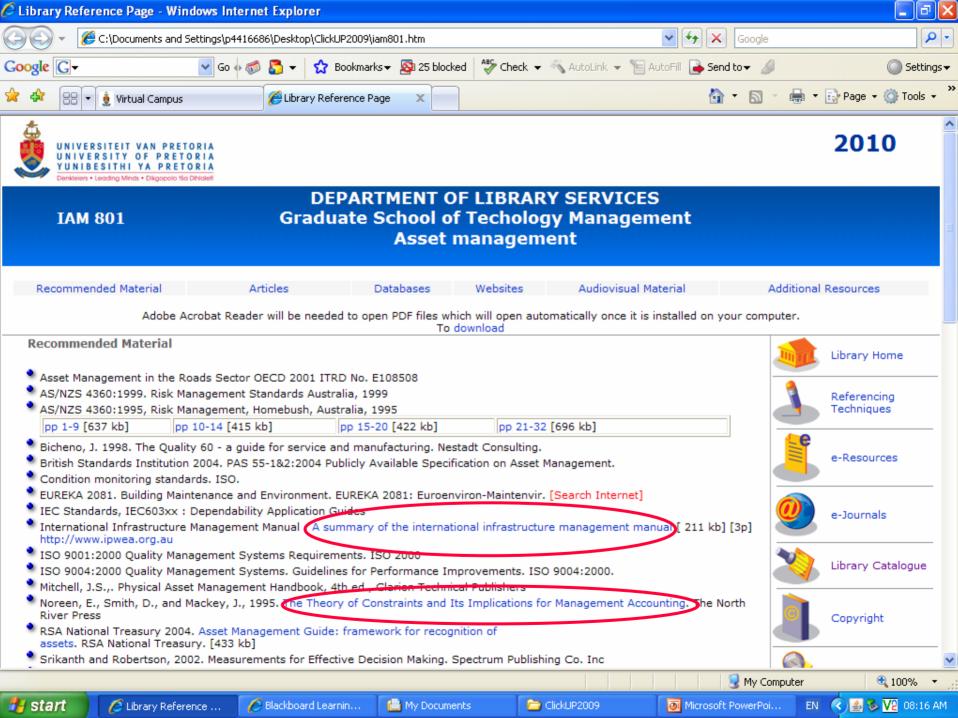


Clickup Pages

- Clickup pages used to be called Webct
- Study guide and references uploaded
- The library is responsible for updating and uploading the reference pages
- Copyright clearance first before uploading (scanned articles)
- To facilitate easy access to information







My Observations:

- Everything is advanced
 - * Technology, the collection, service delivery and staff dedication
- The staff do their best to assist the clients
- Professionalism
 - * by first giving me training
- Team spirit
 - * helping one another



(Contd.)

- Good working environment
 * atmosphere,
- Facilities for students,
- Exposure many professional developments opportunities for staff
- I want to be indispensable to this library
- I am happy to be part of this team!





THANK YOU!

