

# From survivors to an amazing race team



Information Specialist :  
in a new environment

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South African Online User Group (SAOUG)

Training Tips Talk

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100  
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UNIVERSITEIT VAN PRETORIA  
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# 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

# ClickUP pages

Build

Student View

iam801 - iam801\_s01\_2010

## Course Tools

Course Content

Announcements

Assignments

Discussions

Web Links

## My Tools

My Grades

Your location: **Home Page**

## IAM 801 Asset Management

Welcome to this course in Asset Management. This module comprises a broad range of topics applicable to the management of physical assets that make up our built environment – plant and equipment, infrastructure and people. Topics related to physical asset management are covered extensively in depth within the modules comprising the MEM and MPM programmes offered by the Department of Engineering and Technology Management. However, the intention of this module is to integrate and emphasise the practical application of the concepts to physical asset management situations.

Please refer to the **study guide** for further information.

[Study Guide](#)[References](#)

[Prof JE Amadi-Echendu](#) (tel +27 12 4205793) is the lecturer for this module.  
Good luck with your studies.

| [Install Java](#) | [Copyright](#) | [Plagiarism](#) | [Ethics](#) | [Technical support](#) |



## IAM 801

## DEPARTMENT OF LIBRARY SERVICES

### Graduate School of Technology Management



### Asset management

[Recommended Material](#)[Articles](#)[Databases](#)[Websites](#)[Audiovisual Material](#)[Additional Resources](#)

Adobe Acrobat Reader will be needed to open PDF files which will open automatically once it is installed on your computer.  
[To download](#)

#### Recommended Material

- Asset Management in the Roads Sector OECD 2001 ITRD No. E108508
- AS/NZS 4360:1999. Risk Management Standards Australia, 1999
- AS/NZS 4360:1995, Risk Management, Homebush, Australia, 1995
- [pp 1-9 \[637 kb\]](#) [pp 10-14 \[415 kb\]](#) [pp 15-20 \[422 kb\]](#) [pp 21-32 \[696 kb\]](#)
- Bicheno, J. 1998. The Quality 60 - a guide for service and manufacturing. Nestadt Consulting.
- British Standards Institution 2004. PAS 55-1&2:2004 Publicly Available Specification on Asset Management.
- Condition monitoring standards. ISO.
- EUREKA 2081. Building Maintenance and Environment. EUREKA 2081: Euroenviron-Maintenvir. [\[Search Internet\]](#)
- IEC Standards, IEC603xx : Dependability Application Guides
- International Infrastructure Management Manual [A summary of the international infrastructure management manual](#) [ 211 kb] [3p]  
<http://www.ipwea.org.au>
- ISO 9001:2000 Quality Management Systems Requirements. ISO 2000
- ISO 9004:2000 Quality Management Systems. Guidelines for Performance Improvements. ISO 9004:2000.
- Mitchell, J.S.,. Physical Asset Management Handbook, 4th ed., Clarion Technical Publishers
- Noreen, E., Smith, D., and Mackey, J., 1995. [The Theory of Constraints and Its Implications for Management Accounting](#). The North River Press
- RSA National Treasury 2004. [Asset Management Guide: framework for recognition of assets](#). RSA National Treasury. [433 kb]
- Srikanth and Robertson, 2002. Measurements for Effective Decision Making. Spectrum Publishing Co. Inc

 [Library Home](#) [Referencing Techniques](#) [e-Resources](#) [e-Journals](#) [Library Catalogue](#) [Copyright](#)



# 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!

