AIM: Academic Information Management

Content: Computer Concepts, Internet, Windows 10, MS Office 2016

The AIM module is a compulsory subject for all first year students

To register for the AIM program, first year students have to write a proficiency assessment.

STEP 1:
Write the compulsory proficiency assessment

How?

Look at your timetable and the available schedule. Find a slot that you can attend on your allocated day (see SCHEDULE).

Mamelodi Campus: no proficiency assessment required.

Where do I write the proficiency test?

IT (AIM) Labs Technical Services Building – Hatfield Students

Aldoel Building IT Labs – Groenkloof Students

When?

6th Feb – 10th Feb 2017 (Mon – Fri) (Hatfield)

7th Feb – 10th Feb 2017 (Tue – Fri) (Groenkloof)

What do I need when I come for the proficiency assessment?

Proof of Registration, Student Number, Student card

STEP 2:
Amend Registration

How?

This will be demonstrated during the session you are in.

Where do I amend my registration?

IT Labs

When?

Immediately after the Proficiency Assessment

What do I need when I amend my Registration?

Proof of Registration, Student Number, Student card

STEP 3:
Book a class session depending on your proficiency assessment results

How?

Book a seat to attend your AIM module in a time slot that fits into your timetable. (2 hour slot)

Where do I book?

IT (AIMs) Labs Technical Services Building Hatfield

Aldoel Building IT Labs – Groenkloof

When?

Immediately after the Proficiency Assessment

What do I need when I book?

Student number, your time table & pen

STEP 4:
Attend Lectures

When do lectures commence for AIM?

13 Feb 2017. On day & time booked by yourself

Venue:

IT (AIMs) Labs Technical Services building / IT Labs Groenkloof / IT Labs Mamelodi

NB: THE IT LABS IS NOT IN THE IT BUILDING ON HATFIELD CAMPUS, BUT IN THE TECHNICAL SERVICES BUILDING ON HATFIELD CAMPUS

Text Book:

Included in course fee and available via an e-book

SCHEDULE FOR HATFIELD CAMPUS

6-10 Feb 2017

Date	Programme
6th Feb Monday	BSc; Vet Science; BConsumer Science
7th Feb Tuesday	Health Sciences, BSc Sport Science, BCom Marketing, BCom Tourism, BCom Human Resource Management, BAdmin, BCom Entrepreneurship, Business Management, BCom Communication Management
8th Feb Wednesday	BA, BCom Law
9th Feb Thursday	Architecture, Town Planning, Construction Management, BIT, BIS, BSc (Comp Science), BSc(IT), BCom(Informatics), LLB
10th Feb Friday	BCom Accounting Sciences, Physical & Math Sciences, BA Law, BCom Financial Sciences, all other degrees

SCHEDULE FOR GROENKLOOF CAMPUS

7-10 Feb 2017

Date	Time	Groups
7th Feb	14h00- 15h30	Foundation Phase GROUP A
8th Feb	14h15-15h45	Group 3
9th Feb	12h00 -14h00 14h00 -16h00	Group 1 Group 2
10th Feb	12h00-13h30	Intermediate Phase GROUP B

UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA
Faculty of Engineering, Built Environment and Information Technology

Session Times at HATFIELD Monday 6th February to Thursday 9th February

7h30 – 8h30; 8h30 – 9h30; 9h30 - 10h30; 10h30 – 11h30; 11h30 – 12h30, 12h30 – 13h30, 13h30 – 14h30; 14h30 – 15h30; 15h30- 16h30

Friday 10th February

7h30-8h30; 8h30-9h30;10h30-11h30;11h30-12h30;12h30-13h30;13h30-14h30

Mamelodi Campus 4 year Programs AIM classes will commence on the Monday 13th of February (NO Proficiency Assessments required)