

University of Pretoria Yearbook 2022

Information science 130 (INL 130)

Qualification	Undergraduate
Faculty	Faculty of Engineering, Built Environment and Information Technology
Module credits	12.00
NQF Level	05
Programmes	BIS (Information Science) BPolSci (Political Studies)
Service modules	Faculty of Humanities
Prerequisites	No prerequisites.
Contact time	1 practical per week, 3 lectures per week
Language of tuition	Module is presented in English
Department	Information Science
Period of presentation	Semester 1

Module content

Personal information management. This module deals with the management of personal information and knowledge on a personal level which enables an individual to perform their job within an organisational context. Key themes that will be discussed include: creating an environment which is conducive to personal information and knowledge; the skills required to manage personal information and knowledge; the causes and effects of information overload, and the management of this type of phenomenon. The actions, strategies and technologies available for personal information management, as well as the manner in which individuals can switch from personal information management to personal knowledge management; the various career options in information and knowledge management.

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