

University of Pretoria Yearbook 2025

Information science 130 (INL 130)

Qualification	Undergraduate
Faculty	Faculty of Engineering, Built Environment and Information Technology
Module credits	12.00
NQF Level	05
Programmes	Bachelor of Information Science [BIS] BPolSci specialising in 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 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; and the various career options in information and knowledge management.

General Academic Regulations and Student Rules

The [General Academic Regulations \(G Regulations\)](#) and [General Student Rules](#) apply to all faculties and registered students of the University, as well as all prospective students who have accepted an offer of a place at the University of Pretoria. On registering for a programme, the student bears the responsibility of ensuring that they familiarise themselves with the General Academic Regulations applicable to their registration, as well as the relevant faculty-specific and programme-specific regulations and information as stipulated in the relevant yearbook. Ignorance concerning these regulations will not be accepted as an excuse for any transgression, or basis for an exception to any of the aforementioned regulations. The G Regulations are updated annually and may be amended after the publication of this information.

Regulations, degree requirements and information

The faculty regulations, information on and requirements for the degrees published here are subject to change and may be amended after the publication of this information.

University of Pretoria Programme Qualification Mix (PQM) verification project

The higher education sector has undergone an extensive alignment to the Higher Education Qualification Sub-Framework (HEQSF) across all institutions in South Africa. In order to comply with the HEQSF, all institutions are legally required to participate in a national initiative led by regulatory bodies such as the Department of Higher Education and Training (DHET), the Council on Higher Education (CHE), and the South African Qualifications Authority (SAQA). The University of Pretoria is presently engaged in an ongoing effort to align its qualifications and programmes with the HEQSF criteria. Current and prospective students should take note that changes to UP qualification and programme names, may occur as a result of the HEQSF initiative. Students are advised to contact their faculties if they have any questions.