



AiM

New Employee Overview

Date | The first Tuesday of each pay period
12:30-1:00pm

Location | Skipwith Hall – RM 010

Coordinator | Occupational Training in collaboration with
FM Informatics

Target Audience | All individuals new to
UVA Facilities Management

Overview

What is AiM?

AiM Overview is an opportunity for new employees to complete a quick review of related modules including work management, time and attendance. Participants will also examine work orders and phases used in FM.

Program Content

- General AiM Overview
- Related Modules
 - Work Management
 - Time & Attendance
- Work Orders
- Phases

*Based on an individual's position, an individualized AiM Hands-on Introduction may be scheduled with FM Informatics once the AiM Overview Session has been completed. *To schedule, please contact Ken Moyers at kbm6f@virginia.edu*

Enroll Now

Email: Fm-Training@virginia.edu

Please include your name
and computing ID