



**AiM**

## New Employee Overview

### 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](mailto:kbm6f@virginia.edu)*

#### Coordinator

Occupational Training in collaboration with FM Informatics

#### Target Audience

All individuals new to UVA Facilities Management

## Enroll Now

Email: [Fm-Training@virginia.edu](mailto:Fm-Training@virginia.edu)

Please include your name  
and computing ID