EAD5614 Self-study Homework

19.05.2021

NO.15 LuoXiaohu

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The Knowledge Management Model of My Organization

ONE

Our college uses the model of knowledge management integrating context(KMIC)

Organization

People

Information technology

The Knowledge Management Model of My Organization

The main feature of this model is that knowledge is the information in context, just because of the existence of context, knowledge has kinds of relationships and meanings. The key point of knowledge management is that to make the management system have the characteristics of context sensitivity and user sensitivity, whether it can provide the context of understanding information and the contacts between information for users or not. Some researchers have suggested that knowledge management is consisted by three elements which are organization, person and information, and the development of knowledge management is always around them.

The Knowledge Management Model of My Organization

In practice, people always pay attention to the impetus of information technology and the development of human potential, while understanding the importance of organizational knowledge management remains improved.

People acquire knowledge through "Learning by Doing" in the organization, then they deal with the knowledge by numeralization, domination, knowledge retrieving and so on.

The Knowledge Management Model of My Organization

To make knowledge management of the organization come true, it uses information technology, serves the creation of people. Information technology constructs the basic information structure of knowledge transfer, to form the knowledge structure system of following the organization's unified entry, entity type, knowledge processes.

The Knowledge Management Model of My Organization

Knowledge subject

Knowledge (item)

Knowledge process

Knowledge context

KMIC, this model integrated with the subject of knowledge, knowledge, knowledge processes and knowledge context, and explored the modeling method of these four elements. The main character of KMIC differing from other knowledge management models is that context is regarded as an indispensable element of knowledge management, and has the tight integration with other knowledge management elements. This model established a powerful theoretical framework for the systematization and structuralization of knowledge management.

TWO

history

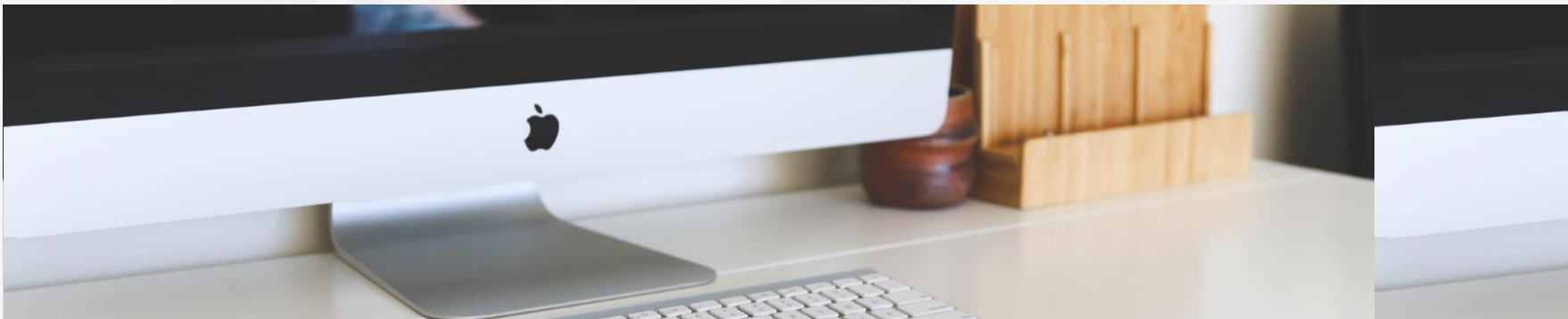The history of knowledge management

status quo

The current state of knowledge management

The History of Knowledge Management

From 2000 to 2006, our college begins to implement office automation, which refers to using computers as a tool to handle internal office business, mainly contains the production, storage and transmission of documents.

From 2007 to 2014, in the basic of information retrieval system, OA and management information system, DSS and ES with different functions have been approached. In order to satisfy the needs of administrative decision-making and government management, informatization during this period has mainly used these information systems to process and deal with information.
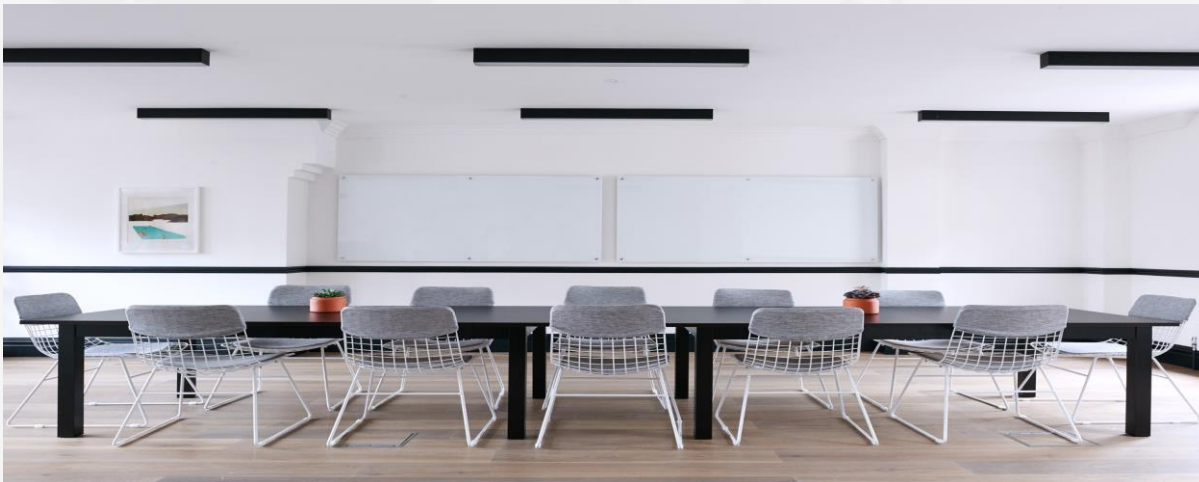
The History of Knowledge Management

Since 2014, our college begins to make full use of information technology such as computers, mobile terminal, internet, communication, digitization and so on, building an efficient, responsible and responsive OA system to provide seasonable information and service for departments, leaders, staffs, teachers and students by different information service facilities.

It is worth mentioning that office automation is not just about making traditional management and operations simple and electronic, instead of reorganizing and re-engineering traditional organization structure, operation mode and business process to meet the new development and management needs of the college.

The Current State of Knowledge Management

The Knowledge management tool in our college is Office Automation (short for OA). It is a kind of distributed information processing system which depends on computer networks, so it also calls office information system. The main function of it contains some basic links such as information collection, information processing, information transmission, information storage and retrieval. It refers to all aspects of College Management Platform, and can be adjusted according to the actual situation.

The Current State of Knowledge Management

OA system has functions such as office management, archives processing, email management, meeting management, teaching affair administration, student management, integrated service, personal schedule, Personal network disk management and so on.

The Current State of Knowledge Management

Office management among them integrates 191 items of business matters from 23 functional departments, such as scientific effort, student work, financial work, library and so on.

OA Service Statistics

办理模式统计

类别	线上办理	线上线下皆可办理	线上线下结合办理	线下办理	其它	小计
党院办	18	3				21
组织部、统战部	5					5
宣传部（融媒体中心）	3					3
教师工作部、人事处	16			1		17
教务处、校企合作处	24		3	2		29
督导处	1					1
科研处	4	2	2	1		9
学工部（学生处）、人武部	23		1	1		25
团委			1			1
招生就业处（招生办公室）	3					3
创业管理处	7		1			8
国际处（港澳台办）	16					16
网信中心	10				1	11
后勤资产管理处	5	1				6
计财处	6	1		1		8
采购中心	4					4
纪委办	1					1
校安处	7	4				11
图书馆	3	1	1			5
工会	1					1
公寓管理中心						0
继教学院（社会服务）	1					1
体育教学部	5					5
本页合计：	163	12	9	6	1	191

教学单位公务接待用餐审批

(共办理 9 次)

我要申请　　办理进度查询　　在线咨询

事项类型	审批件	办理部门	党院办
办理模式	线上线下皆可办理	办理对象	各教学单位
办理地点		办理时间	8:00-17:00
承诺期限(工作日)	4小时内		
联系人	骆小虎	联系电话	661222

办理步骤

申请 ▶ 办公室（综合办公室）主任意见 ▶ 业务分管领导 ▶ 行政主要负责人意见 ▶ 抄送党院办综合科

办理说明

1. 先审批后执行，因接待用餐准备周期较长，事项审批请预留备餐时间尽早申请。

2. 公务接待用餐，原则上均安排在校内教工食堂，审批流程完成之后，由教学单位办公室联系教工食堂进行安排。

3. 如确需安排至校外公务接待用餐由我校进行报销的，请提前与院办联系确认。

常见问题

公务接待用餐教工食堂联系人朱守青。联系电话：15805896556，630018。

材料清单

相关附件

办事目录　待我办理　我已办理　我申请的事项　办理转移　工作组　流程管理　流程配置　统计分析　**跑一次没办成专窗**

来访具体事项: 校企合作及其就业招聘
用餐餐次: 中餐
申请用餐类型: 桌餐
申请用餐地点: 校内
有无来访公函: 无
对方总人数: 4
我方用餐联系人、联系电话: 何淑贞699088
有无其他用餐需求: 无

-招生就业处 李倩 (2021-05-18 10:49)

部门/二级学院负责人意见

办理意见: 情况属实,同意

- 何淑贞 (2021-05-18 10:50)

分管校领导意见

办理意见: 同意

- 徐美燕 (2021-05-18 10:52)

党院办综合科意见

用餐地点: 绿竹园教工食堂望道厅
用餐标准（元/人）: 100
用餐总人数: 7
办理意见: 情况属实,拟同意

- 骆小虎 (2021-05-18 14:21)

党院办副主任意见

办理意见: 同意

- 龚航宇 (2021-05-18 14:26)

19.5.2021

Thanks for listening

NO.15 Luo Xiaohu