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# TIA Newsletter

Volume 5 Number 13, March 2022

# TANZANIA INSTITUTE OF ACCOUNTANCY





Dr. Leonada Mwagike TIA Newsl**Member**lewsletter



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**Editorial Board Message** 

Institutional Issues

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#### **MESSAGE FROM THE CEO**



TIA is among the highly reputable training institutions in the country. It is established to primarily develop and promote competency in the businessrelated disciplines through the use of Competency Based Education Training (CBET) curricula. Mainly focusing on the demanding global changes.

The Institute devoted its immense effort to produce competent and well skilled graduates that gain national and international recognition. Our success is the result of strong academic foundation based on new era technology. TIA being locally and internationally accredited, we are obliged to maintain good reputation of the Institute. The Institute's goal is to ensure skill development and impartation is done

successfully for more productive career and a better future. TIA achievement is the result of a number of well-planned activities that are in place to facilitate the growth of knowledge and skills.

Dear stakeholders let us continue to grow and shine. Let's move forward with the hope of better days to come. Let's also not lose sight of the many blessings we've been given, let's overcome all the challenges with courage. Keep the faith and hold tight to that bold and unshakeable resilience. That's how we'll create a better future.

Finally, I would like to extend my deepest appreciation on behalf of the Ministerial Advisory Board (MAB) and TIA community, I invite you to explore our Newsletter and learn more about all we have to offer. I am sure you will see why we love what we do.

Thank You!

# TIA Newslett MATRON etter

Dr. Momole Kasambala

#### TIA Newslett **EDITOR**sletter

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#### **Editorial**

Dear readers,

The TIA Editorial Board would like to take this opportunity to thank all stakeholders for your continued cooperation in sending your articles and inclusion in the Institute's newsletter. To a large extent your contribution has led to the survival of this newsletter since its commencement in 2015. Surely you all deserve sincere congratulations and God bless you.

The TIA Editorial Board also welcomes your comments at any time with the aim of improving our newsletter to the level it deserves.

Thank you.

Juma A. Haji

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#### **FOCUS ON INSTITUTIONAL ISSUES**

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# TIA NTANZANIA INSTITUTE OF ACCOUNTANCY (TIA) HOLDS FOURTH MASTER WORKERS:

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By Caroline Mulunguter

The Master and mini workers councils are very important in any public office that helps employees to discuss various issues related to the respective in-Tistitution.ten recognizing this, in the financial year 2021/2022 the Tanzania Institute of Accountancy began by organizing mini workers council in Sin-Tigida, Mbeya, AMwanza, Kigoma, Mtwara, and Dan es Salaam campuses. After the mini workers council completed, TIA convened the fourth master workers council held at TIA Singida campus from 21st to 22nd February, 2022 attended by 50 members. The chairperson of the Master workers council was Dr. Momole Kasambala and the official guests was the Deputy Ministers of Finances and Planning Mr. Hamad Hassan Chande.

growth of the country. On the other hand, Dr. Kasambala said that the training conducted by the Institute to some of the councils in the country has been a Tgreat contribution in revenue collection and identifying the best way to control revenue loss due to tax evasion. Also, Dr. Momole Kasambala congratulated TIA staff for their hard work and dedication which led to an increase in the number of enrolled students from 21,736 in 2020/2021 to 24,331 in 2021/2022. Finally, she said that TIA implements the slogan of "Kazi lendelee" through implementation of various projects at Mtwara campus by using force account method where the projects are funded by institute's internal sources of revenue, including the construction of library and computer laboratory, classrooms, male and female hostel, as well as semi detached house for staff, Newsletter

The secretary of the Master workers Council, Mr. Daudi Mashauri, introduced the 4<sup>th</sup> Master workers Council and Awelcomed the Chairperson and the Acting Chief Executive Officer Dr. Momole Kasambala, said that the Master workers Council is in compliance with the requirements of the law and has involved members from all TIA campuses. She added that the vision of TIA is to become the Institute of excellency in providing quality education, research and consultancy services Africa Further, she added that TIA has continued to fulfill its responsibilities in contributing to the development of The country not only through training, but also in conducting research and providing advisory services in the field of development led into contrib-Tuting to industrial development and economic vsletter

TAfterwithat, the Chairperson A of the Mastere workers council welcomed the Chairman of the Ministerial Advisory Board of the of the Institute, Advocate Said Chiguma Advocate Chiguma advised TIA management to continue developing its staff both academic staff and supporting staff to achieve its mission of providing quality education which will enhance employability of its graduates. TIA Newsletter TIA Newsletter

Furthermore, Advocate Said Chiguma welcomed the guest of honor to address members of the Master TIA Newsletter TIA Newsletter workers council.

The guest of honor, Deputy Minister of Finance and Planning, Hon. Hamad Hassan Chande, began by

providing training, consultancy, and research in the areas of Accounting, Procurement and Logistics and Tother Business areas: He also commended the Institute for continuing to provide quality education which is important for development of any country. He urged the Institute to increase efforts in research and consultancy services as part of enabling it to be financially self-sufficient and assist the Government in finding solutions for the various challenges that exist especially in the field of Accounting and Finance. In addition, the official guest of honor suggested that there is a need for TIA to establish a branch in Zanzibar so as to tape the available market which is currently monopolized by the Zanzibar Institute of Finance and Administration (ZIFA) which Tenrolls students from various African countries such as Malawi, Rwanda, Kenya, Ethiopia and Eritrea. In addition, the guest of honor advised the members of the Master workers council at the meeting also urged members of the Master workers council on return to work to educate their fellow staff on the importance Tof fulfilling their roles in the workplace to achieve the institute's goals. He also, urged managers, head of departments and sections to take seriously the issue of ethics in their workplaces. After that official guest concluded by saying that the Sixth Phase Government led by President Samia Suluhu Hassan is committed to eliminating any negligence and corruption practices in the workplace. So it is the responsibility of every TIA employee to avoid any form of negligence and combat corruption in order to provide Tifair-services IA Newsletter

Finally, the Deputy Rector, Finance, Administration and Planning Dr. Isaya Hassanal thanked the official newsletter has been a newsletter to have setter to

Isaying that TIA was established for the purpose of providing training, consultancy, and research in the large training, consultancy, and research in the large training training, consultancy, and research in the large training to ethical standards, newsletter TIA newsletter T



From right Ag. CEO Dr. Momole Kasambala, MAB Chairperson Adv. Said M. Chiguma, Guest Of Hon. Hamad H. Chande & the Singida District Commissioner.



Guest of Honour (centre) Hon. Hamad H. Chande in a group photo with other leaders during the Master Workers Council.



Ne Some members of the Master Workers Council follow up the discussion closely.

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# TANZANIA INSTITUTE OF ACCOUNTANCY ATTEND ONE DAY CAPACITY BUILDING WORKSHOP ON GENDER AND SOCIAL NORMS AT KAMPALA INTERNATIONAL

### TIA Newslett UNIVERSITY INATANZANIA Newsletter



By Saphia Hussein (Library Assistant), Department of Library

TA Newsletter Tanzania Institute of Accountancy, P.O. Box 9522 Dar es Salaam

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Author email: saphiaa@gmail.comsletter TIA Newsletter

Kampala International University in collaboration with Eastern Africa Social and Gender Norms
Learning Collaborative organized a one-day capacity building workshop on gender and social norms for staff of higher education institutions aimed at accelerating development by looking at the social relations between women and men that recognize the differences in society. Tanzania Institute of Acacountancy as a major stakeholder in education issues it continue to collaborate with other higher education institutions in implementing the policy of a new settle and society and community development.

This workshop was held on 4th February 2022 at Kampala International University in Tanzania by involving teaching and non-teaching staff from various institutions of higher learning such as Tanzania Institute of Accountancy, Dar es Salaam Institute of Technology, Mwalimu Nyerere Memorial Academy, College of Business Education and Kampala International University. Ten staff from each institution were invited to attend the workshop but due to reasons behind the control of some staff, the Tanzania Institute of Accountancy was represented by seven staff. The facilitators of this workshop were Prof. Martin O'reilly and Mr. Goodluck Mwashilindi from Kampala International

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Various topics such as gender bias, culture, gender and communication as well as gender development were presented by the facilitators of this workshop and involved participants through actions to bring more understanding of the topics presented. Actually, the workshop was very participatory and the facilitators were friendly from the beginning to the end of the workshop. Once the workshop was completed the organizers distributed certificates of participation to all participants and concluded with a joint photo featuring the facilitators and all participants.

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Finally, I would like to extend my sincere thanks to the Management of the Institute for giving permission for staff members to attend this workshop as requested. Staff who were fortunate to attend had a great opportunity to learn a variety of things related to gender and social norms and it will lead to the participants of this training to be helpful to the TIA community by transmitting the knowledge they gained from this

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# TIA NEVTHE TIA REPRESENTATIVES WHO ATTENDED THE GENDER AND SOCIA TIA Newsletter TIA NewWORKSHOP/RECEIVING CERTIFICATES OF PARTICIPATION tter TIA Newsletter

BY THE GUEST OF HONOR



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Ms. Perus Bebwa



TIA Newsletter TIA New Ms. Sophia Venance TIA Newsletter



TIA Newsletter TIA NMs. Caroline Mulungu TIA Newsletter

# TIA News LIBRARIANS OF (TIA) HEADQUARTER ATTEND FOUR DAYS IN-HOUSE TRAINING

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A Newsletter TIA Newsletter TIA Newsletter The Library Department in ensuring that it builds the capacity of the library staff at TIA headquarter in carrying out their day-to-day responsibilities, prepared a four-day in-house training program from 1st March 2022 to 4th March 2022. The aim of the training was to provide better services especially after the Institute established postgraduate programmes in the fields of Master of Science in Human Resource Management with Information Technology (Msc HRM-IT), Master of Science in Marketing and Public Relations (Msc MPR), Master of Science in Procurement and Logistic Management (Msc PLM), Master of Science in Accounting and Finance (Msc ACC & FIN) and Master of Business Administration in Project Management (MBA-PM).

This training was opened by the guest of honor Dr. Mugisha Kamala who is the Acting Deputy Rector TIAcademic, Research, and Consultancy. AOnce the official guest was welcomed by the Acting Head of the Library Department Mr. Juma Haji, he began by expressing his gratitude to the training facilitators for volunteering to run this training which has significantly saved costs. The official guest also added that the library is like a heart in any higher education institution such as TIA. So, when the request for this training was asked, he did not hesitate to support by giving permission to conduct it. ws letter

He advised that, the next training should involve librarians from all campuses so as to improve the overall efficiency in library service delivery. The guest of honor suggested that in the future this training should be conducted in rotation so that the librarians of all campuses can be empowered as librarians of the Dar es Salaam campus.

As mentioned earlier, the training was conducted by local facilitators who were Joseph Mwalubanda from Singida campus and Ramadhani Zuberi from Mbeya campus. The total number of participants in this training was 15 of which 4 were volunteers and 14 were permanent employees. Through this training various matters were presented such as introduction to institutional/repository, introduction to POP Application for institutional repository, introduction to open access journals and predatory publishers, introduction to Sherpa and Romeo and DOAR, as well as plagiarism matters Newsletter TIA News- letter TIA Newsletter TIA News-

Finally, sincere thanks should go to the management of the Institute for sponsoring this training. The training was gainful in enabling acquisition of knowledge and skills concerning library activities. We request that this kind of training should be repetitive to ensure continuous efficiency.

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Ag. DR-ARC Dr. Mugisha Kamala (centre) in a group photo with Librarians during in-house training



TIA Newsletter TIA NewSome participants during in-house training closely follow the facilitator/sletter TIA Newsletter

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### **FOCUS ON SCHOLARLY ARTICLES**



TIA Newsletter TIA Newsletter **Abstract** TIA Newsletter TIA Newsletter

# **ECONOMIC DIPLOMANCY ACTORS**

By Christina Ernest Mneney Assistant Lecturer Tanzania Institute of Accountancy BA-Economics (UDSM), Masters of International Trade (UDSM), PGD in the Newsletter of Angus Institute of Accountance of Barbara (UDSM), PGD in the Newsletter of Angus Institute of Accountance of Barbara (UDSM), PGD in the Newsletter of Angus Institute of Accountance of Barbara (UDSM), PGD in the Newsletter of Angus Institute of Accountance of Barbara (UDSM), PGD in the Newsletter of Accountance o

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the management of interna-

Economic diplomacy is the management of international relations in such a way that a nation's economic activities are given top priority through the use of economic measures or mechanisms in negotiating and "bargaining" with other states to govern, disseminate, or reallocate scarce resources. Economic diplomacy operates on three different levels: bilateral, regional, and multilateral. The main actors of economic diplomacy are diplomatic missions, branch offices of national agencies purposely for promoting trade and/or investment, consular offices, members of government, heads of state, or diplomatic staff in special missions. Economic diplomacy actors are classified according to the length of their service abroad i.e. permanent actors and non-permanent actors who carry out economic diplomacy activities abroad on a permanent and temporary basis respectively. Also, Economic diplomacy actors can be classified based on economic diplomacy with diplomatic status and actors of economic diplomacy without diplomatic status.

### TIAIntroduction Newsletter

Economic diplomacy is the management of international relations in such a way that a nation's economic activities are given top priority through the use of economic measures or mechanisms in negotiating and "bargaining" with other states to govern, disseminate, A Newsletter TIA Newsletter T

or reallocate scarce resources. (Asobie 2002; Ogwu 2002, Eke 2009) Economic diplomacy necessitates the application of technical knowledge to the effects of a country's economic position on its political environment and economic interests. (Arystankulova, 2018) Economic diplomacy is the art of serving a country's economic security and core interests by using an economic instrument in jurisdiction relations. (Islam, 2020).

Economic diplomacy has a broad agenda that includes, among other things, foreign trade and import export relations, promoting national economic interests in other countries, informing and updating potential foreign investors on investment opportunities, negotiating economic and trade agreements on economic and trade cooperation, and cooperating to avoid controversial divergences and harmonize standards in various sectors (economic, social, environmental, educational, etc.). (Yueh, L 2020).

Economic diplomacy operates on three different levels: bilateral, regional, and multilateral. (Peter & Melissen, 2011). Bilateral economic diplomacy is quite important in economic relations. It includes bilateral agreements between two countries on trade, investment, employment, taxation, and a variety of other formal and informal economic issues (Fedoseyeva, 2002). Bilateral Free Trade Agreements have been the structure of the day, and many countries around the world are incorporating them.

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portant in economic diplomacy. National interests and economic liberalization are well utilized, especially within the performance of a particular region. The performance of a particular region. Within a regional framework, removing barriers and opening markets becomes easier. Multilateral economic diplomacy occurs within the framework of the World Trade Organization (WTO), as well as numerous international economic and financial organizations such as the World Bank (WB), the International Monetary Fund (IMF), and various UN agencies, among others. With the establishment of the WTO, the global trading system experienced a policy shift toward the promotion of economic activities. Maintaining competitiveness, on the other hand, remains a significant challenge for the instruments and mechanisms established by bilateral and multilateral trade agreements (Bayne & Woolcock, 2011).

# Actors of Economic Diplomacy sletter TIA

Economic diplomacy actors, or entities that actively participate or may participate in the performance of economic diplomacy, include diplomatic missions, a plethora of other bodies and institutions, Branch of fices of national agencies purposely for promoting trade and/or investment, as well as consular offices. The composition and significance of which vary by state and the manner in which their economic diplomacy activities are organized.

Members of government, heads of state, or diplomatic staff in special missions can play the role of economic diplomacy actors if they engage in diplomatic activities aimed at affirming their home country's foreign economic interests (e.g. if these persons lead negotiations with foreign partners, which include issues Tof economic cooperation between states). A Newsletter

Regional cooperation is becoming increasingly im- TEconomic diplomacy actors can be classified based on a variety of criteria and perspectives. In terms of formal legal status, one can distinguish; actors of economic diplomacy with diplomatic status, which includes diplomatic missions, but also special missions, members of governments, and heads of state; and actors of economic diplomacy without diplomatic status, which includes branch offices of agencies for the promotion of trade and/or investment If and only if they are not part of diplomatic missions, as well as consular of state.

> Other economic diplomacy actors are classified according to the length of their service abroad, which includes; permanent actors who carry out economic diplomacy activities abroad on a permanent basis (e.g. diplomatic missions, consular offices, and branch offices of agencies for the promotion of trade and/or investment; and non-permanent actors who carry out economic diplomacy activities abroad on a temporary basis (e.g. special missions, heads of states or members of government).

> Štou-račová (2012) distinguished actors of economic diplomacy who work overseas, citing diplomatic missions and foreign branch offices of trade and investment promotion agencies, and actors of economic diplomacy who work in their home countries, citing central governmental bodies (ministries), particularly the ministries of foreign affairs and economy.

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# TIA DIGITAL LEARNING PLATFORMS IN BUILDING STUDENT-CENTRIC SERVICES AT THE TIA Newsletter TIA Ne





By Enid Ernest, Assistant Lecturer, TIA-Mwanza, Department of Procurement Nevand Logistics Management, P.O Box 5247; Mob: +255 (0) 755535585; ter TIA Newsletter TIA Newsle

Anthony Magoma, Assistant Lecturer, TIA-Mwanza, Department of Account-TIA Newsletter ing and Finance, P.O Box 5247; Mob: +255 (0) 719334077; ewsletter TIA Newsletter TIA Newslett E-mail:anthonyrmagoma@gmail.com\_vsletter TIA Newsletter

# TI**Abstract** er TIA Newsletter

The aim of the article is to give an insight on the importance of using digital learning platforms in building student-centric services at the Tanzania Institute of Accountancy (TIA). The article aired out the importance of creating digital learning platforms for students as this will lead to deeper learning and consequently create an environment for students to showcase their creative minds in a manner not witnessed before. To academic staff digital learning platforms helps to develop their computer skills, efficient delivery in lectures and in turn brings out the best from students in terms of how they are prepared to face an ever changing and highly competitive technologically driven world

Keywords: Digital learning platforms, Digital era,
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Tanzania Institute of Accountancy. Tanzania

### Introduction

The current global technological shift in the academic industry has totally transformed how services are delivered by many Higher Learning Institutions (HLIs) across the globe. It is for a fact that the world is changing in a manner not witnessed that the world is changing in a manner not witnessed that information is the commodity, internet is the supply chain and the Cloud is the warehouse (Ding, 2013): etter TA Newsletter TA Newsletter

HLIs need to note that digitalization of their services will bring in an era of highly evolved methods to innovate, engage and provide extra value to students. Technological-based transformation in the education sector will lead to deeper-learning and the rise of new technologies will create an environment for students to showcase their creative minds in a manner never witnessed before (Dede, 2014).

With the global pandemic of novel corona virus still amongst us embracing digital learning platforms is a do or die issue. Higher learning institutions (HLIs) ought to change in a fast pace to meet the current trends of transformation in the technological setting. E- Learning (online) courses will serve the purpose of the coming student's generation as the latter will enable students to have access to unlimited source of information, promotes critical thinking, creativity and enhance learning as students can easily be able to establish connections between modules if the platforms are well designed.

To the academic staff digital learning platforms helps
to further develop their computer skills, efficient delivery in lectures and in turn this brings out the best
from the students in terms of how they are being prepared to face the technologically-driven world. In order for institutions in the education sector to keep
their students rather than technology at the centre of
this digital transformation era then the institutions

should fully commit to digital learning as a strategic priority, build the infrastructure that support the needs of all students whilst having a lasting impact for quality in the digital realm (Kanuka & Kelland, 2008; Tunmibi et.al, 2015; Bailey et.al, 2018).

Tanzania Institute of Accountancy (TIA) management under a visionary-oriented leadership of Dr. Momole Kasambala is at the forefront as initiatives have been put in place to fully embrace the digital learning platforms to students. Recently, TIA has opted to incorporate an online platform that will be interactive to both the secturers and the students. The Learning Management System (LMS) and ZOOM technologies are currently in use. These platforms together with other platforms that are internally designed by talented developers will enhance the teaching-learning environment on a digital scale. To begin with, TIA facilitated various online training to it employees so as to equip them with the technical aspects of facilitating online sessions and lectures to its students who are in most cases used to conventional means of learning. The trainings are still taking place across all campuses as it is important for sustainability of this avenue.

The Higher Education Science and Technology Exhibitions that took place at Mnazi Mmoja, Dar es Salaam from 26<sup>th</sup> July to 31<sup>st</sup> July 2021 witnessed TIA collaborating with eight universities from abroad which are Mount Kenya University (Kenya), Sumy State University (Ukraine), Pandit Deendayal Energy (India), Lovely Professional University (India), Sharda University (India), V.N Karazin Kharkiv National University (India), Maharishi Markaneshwar University (India) and Chandigarh University (India). These collaborations are crucial in increasing the visibility of Tanzania Institute of Accountancy and with the

pandemic still at the picture digital learning platforms to enhance these collaborations are inevitable lewsletter

# Conclusioner TIA Newsletter

It's for a fact that the world is currently facing a pandemic disease COVID-19 and this disease has transformed the learning environment and TIA is not an exception. We envisage that there will be some challenges when it comes to the usage of the online platforms and thus we recommend that TIA ought to continue strengthening the online platforms so as to provide support that students need to succeed in fully online learning. Additionally TIA should also focus on building the infrastructure necessary to ensure lasting impact of the online platforms and last but not least capacity building and expertise is highly needed to design for quality digital realm and engage all stakeholders as true partners in digital learning.

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# IMPORTANCE OF STIS AWARENESS IN ACADEMIC ENVIRONMENT



By Mbonea W. Mkamba, Library Officer I (Library Services Department), Tanzania Institute of Accountancy (TIA), (MA Information Science – ECNU, China, TA Newsletter TIA Newsletter TIA Newsletter TIA Newsletter TIA Newsletter

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#### TIA Newsletter TIA Newsletter A**bstract**

major health problem in the world whereby globally, one-third of new Sexually Transmitted Infection (STI) cases occur in people under 25 years of age every year. Some of the most common STIs in adolescents includes, Chlamydia, and Gonorrhoea, Syphilis and Human Immunodeficiency Virus (HIV) which do not show symptoms usually and if undetected can be spread inadvertently by the infected victim. STI prevention and control should be based on health education, early diagnosis and thorough treatment.

Keywords: Sexually Transmitted Disease, Chla-TIA Newsletter TIA Newsletter TIA Newsletter Tmydia, Gonorrhoea, Syphilis, Human Immunodefi-Tciency Virus A Newsletter TIA Newsletter TIA Newsletter

### TiIntroduction Newsletter

Sexually Transmitted Infections (STIs) also referred to as Sexually Transmitted Diseases (STDs) and Venereal Disease (VD) are those diseases that are contracted mainly through sexual intercourse. STIs which are curable include; gonorrhoea, syphilis, and Chlamydia infection but modifiable like Human Immunodeficiency Virus (HIV), Herpes simplex, Human Papilloma Virus (HPV), and Hepatitis B infections are incurable ones. Most of STIs are easily preventable and treatable. STIs have a significant probability of being transmitted by means of human sexual behaviour including

vaginal intercourse, oral and anal sex. These are major health problems affecting human being mostly young people, not only in developing, but also in developed countries.

#### What is the Importance of STIs Awareness? sletter

It's important to learn about STIs so you can protect yourself. Most STIs can be prevented by using a condom the right way every time someone has sex. STIs awareness in academic environment provides an opportunity to its community members on the way it impact their lives and reduce STIs related stigma, fear, discrimination and ensure its members to have the specific tools and enough knowledge to prevent, test for, and treat STIs. To know your STI status is among the critical step to stopping STIs transmission.

In case you're infected then you can start taking steps to protect yourself and your partners.

# How can STIs be Prevented?

There are several ways to avoid or reduce your risk of STIs which includes; abstaining, stay with one uninfected partner, use condoms and dental dams consistently and correctly, communicating, considering male circumcision, avoid sharing towels or underclothing, wash before and after intercourse, get a vaccination for Hepatitis B, get tested for HIV, and if you have a problem with drug or alcohol abuse, get help.

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#### TIWhyvis STIS a Problem? TIA Newsletter TIA Newsletter

Apart from affecting academic performance, cost of treating the disease among others, STIs can cause long-term health problems if not treated early and it can particularly cause damage especially in female counterpart. It can lead to health complications which include pelvic inflammatory disease, infertility, tubal or ectopic pregnancy, cervical cancer and perinatal or congenital infections in infants born caused by infected mothers.

#### Why is it Important to talk about STIs Preven-TIA Newsletter TIA Newsletter tion with your Partner?

By taking initiative measures to discuss this with your fellows its important step and sign that you're taking responsibility of your reproductive health. STIs are regarded mostly contagious and may cause other health problems if not treated properly or early as required. If you had previous sex partaness and currently with new partner, you are advised to get tested before you have sex with him/her which is very important for your safety and others.

The reluctance of adult members to use condoms is another possible explanation for the increase in STIs hence the need to talk about it especially in academic environment where most of its community members are staff and students from different culture and discipline. It has been reported that condoms are used primarily as a protection against pregnancy, not STIs whereby their use become more irregular when other contraceptives are used.

Apart from that most adult members do not perceive themselves to be at risk of contracting an STI hence it is important to talk about prevention measures with their partners before it's too late.

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# TWhat happen if someone has a Sexually Transmitted Disease? IA Newsletter TIA Newsletter

Untreated STIs can cause a range of mild to severe health complications which in the process create other health conditions. For example, some STIs can lead to damage of men and women's reproductive systems. Men could lead to get painful swollen testes (testicles) and women could cause them to get pelvic inflammatory disease. All these can cause damage in ones academic achievements such as poor performance, psychological torture, weakening your health lanewsletter than expected among others.

Untreated or poorly treated STIs can lead to a lot of complications whereby in males, gonorrhea as well as chlamydia trachomatis infection can cause epididymitis which may result in infertility in the future hence lead to inflammatory urethral stricture due to poorly treated gonococcal urethritis. Urinary retention may occur and possibly chronic renal failure if not properly managed. For the case of females, pelvic inflammatory disease, dyspareunia, infertility, chronic pelvic pain, increased risk of ectopic pregnancies, abortions, stillbirths, perinatal and neonatal morbidities can occur which as a result may cause future reproductive competences to be jeopardized.

Providing knowledge of STIs and its complications is the Newsletter TIA Newslette

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problem that affects mostly young people in developing as well as developed countries due to sexual experimentation occurring at this age. In academic environment, members especially students are most vulnerable to infection because they engage in risky practices due to a lack of adequate knowledge of STIs. STIs knowledge is very significant for preventing adverse outcomes of student's reproductive health.

Lack of enough STIs knowledge is the major barrier to successfully prevention of infection among academic community members as it may lead to a delay in treatment hence the health seeking behaviour of STIs may largely depend on enough provision of knowledge about STIs.

Most STIs problem is that they can be symptom free hence pass on unaware during unprotected sexual intercourse. Some of complications on an individual level can cause pelvic inflammatory diseases and possibly lead to ectopic pregnancies and infertility. For example, female students are likely to have a higher risk of contracting an STI than their male counterparts as their partners are generally older and hence more likely to be infected.

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In order to protect members in our academic environment from acquiring STIs, there is need to conduct education and promotion activities which will encourage them to abstain and be faithful. Regarding STIs awareness, social media plays major effective means of educating the society, including students who most of their time spends in academic

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In Tanzania is believed the situation to be even worse as about 2.2 million adults and youth are estimated that have been infected with STIs including HIV/AIDS. For the young adults the crisis is noted to be more severe as approximately about 50% of the STIs la Newsletter TIA Newsletter occur before the age of 29 years.

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# USAGE OF INSTITUTIONAL REPOSITORY IN ACADEMIC INSTITUTIONS



By Ramadhani-Sadiki-Zuberi IA Newsletter TIA Newsletter TIA Newsletter TIA N $Librarian\ Officer\ I\ (Library\ Services\ Department)$ r TIA Newsletter TIA Newslet Email ramadhaniz37@gmail.com, ramadhani.zuberi3@tia.ac.tz wsletter

TI*Abstract*ter TIA Newsletter

In the age of electronic publishing and digital content, academic institutions are increasingly realizing the importance of IRs as vital infrastructure for scholarly communication. In higher learning institutional, libraries emphasize a fully mediated service for their academic members, where library staffs manage the whole submission process from metadata entry, file conversion to uploading. To develop and manage IR there is a need to involve stakeholders such as lecturers and librarians to encourage self-archiving of local researches published by particular learning institutions.

### TIWhat is Institutional Repository? etter TIA Newsletter

Is a set of services offered by a university or group of universities to members of its community for the management and dissemination of scholarly materi-Tals in the digital format created by the institution and its community members Such materials include e-print, technical reports, theses and dissertations, Ticonference Tiproceedings and teaching A materials (Halder & Chandra, 2012). The IR is one of the new scholarly communication platforms in the twenty-first century which was recommended by the Budapest Open Access (OA) Initiative as one of the two routes to OA; the other one is OA journals. In developing countries including Tanzania, IRs and other OA platforms were launched among other reasons to overcome the problem of accessing scholarly output often hindered by high subscription costs to scientific journals (Bamigbola, 2014).

Examples of such institutional repositories include the MIT Institutional Repository. A disciplinary repository is subjected specific. It holds and provides access to scholarly research in a particular discipline. While there can be disciplinary repositories for one institution, disciplinary repositories are frequently not tied to a specific institution. Content included in an institutional repository can be both digitized and born-digital (Yang & Li, 2015).

Functions of Institution Repository in an Academic **Institution** er TIA Newsletter TIA Newsletter TIA Newsletter

In higher academic organizations Institutional repositories, it can be classified as a type of digital library. Institutional repositories perform the main functions of digital libraries by collecting, classifying, cataloguing, curating, preserving, and providing access to digital content (Priyadarshani, 2019).

Furthermore, institutional repositories enable researchers and lacademics to self-archive their research works and can improve the visibility, usage and impact of research conducted at an institution or particular university locally and internationally. Other functions of an institutional repository include knowledge management, research assessment, and open access to scholarly research (Okumu, 2015) wsletter TIA Newsletter

Generally, the functions and content of an institutional repository depend on the focus of the university or institution that establishes it usually, higher education institutions conduct research across multiple disciplines according to their vision and mission, this research from a variety of academic subjects (Betz & Hall, 2015).

### TiBenefits of Institution Repository in Academic ter Tinstitutions IA Newsletter TIA Newsletter TIA Newsletter

Some notable benefits of establishing institutional repositories are; extending the range of knowledge sharing, existing investment in information and content management systems can be leveraged; and more flexible ways of scholarly communication are the Newsletter TIA Newsletter available (Yeates, 2003).

Institutional repositories have several benefits include as follows: a showcase for the scholarly output of the institution; a relatively inexpensive means for disseminating institution research results; a possible tool to leverage journal prices downward that allows subsidy; and promotion of a philosophy of wider communication (Ratanya, 2017). Institutional repositories have also helped to unlock the grey literature, such as unpublished research reports, theses and dissertations, seminar and conference papers (Kakai, Musoke, & Okello-Obura, 2018).

Other benefits of institutional repositories are essentially being used for the acquisition, preservation and dissemination of locally-generated scholarly information. Access to scholarly information from installed institutional repositories can increase the usage of scientific information and author citations and rise the rank of an institution locally and globally (Nunda & Elia, 2019).

# Challenges of the Institutional Repository in an Academic Institutions

Despite the numerous benefits of IRs in academic TIA Newsletter TI

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The need for top-down and bottom-up support. Far too often this support is difficult to attain. In most cases, libraries lack managerial support in the establishment of IRs. There is more concern, particularly in institutions in developing countries where minimal or no budget is set aside for establishing IRs (Laakso & Polonioli, 2018). Academic institution management should think deeply about planning for library services like other big projects of the institution. IRs may easily disintegrate if not properly managed (Mnzava & Chirwa, 2018).

In developing countries, most academic institutions have little or no access to the internet and networks, and bandwidth is very limited. Expanding local networking would encourage institutions and local journal publishers to build websites and provide content online and in so doing enable users to access research materials especially if they were made available free of charge (Nwakaego, 2017).

Another challenge of IR to an academic institution is the lack of publishing incentives. Contributors to the IR feel reluctant in providing the bibliographic details of their scholarly output in the absence of incentives more so if they realize they can get incentives from other platforms or publishing houses (Electronic Information for Libraries, 2017).

Poor level of awareness and attitude towards IR is another challenge. This challenge is considered as the major barrier to the use of IR by scholars in various academic institutions which causes poor usage of IR for publication (Bamigbola, 2014).

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#### TConclusionTIA Newsletter

Overall, many academic institutions in Tanzania are increasingly establishing IRs for collecting, preserving and promoting the scholarly output of their institution thus increasing the research impact through wider dissemination and visibility of institution. To reach the research objective institution through librarians and IR managers are required to conduct frequent training, seminars and workshops that aimed to promote the use in addition to equipping researchers with adequate knowledge and skills on IRs. This will help to raise users' awareness and influence positive attitudes and consequently lead to the good usage of the IR innovation.

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#### DIGITAL ERA: A WAKE-UP CALL TO HIGHER LEARNING INSTITUTIONS IN TANZANIA



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Abstract

The world is rapidly shifting from traditional ways of doing things. The rise and use of sophisticated technologies and innovations has spread across industries and the academic industry has not been left aside. Higher learning Institutions (HLIs) in Tanzania are required to move at a fast pace to catch up with the speed of technological changes that are currently witnessed across the globe. The message of the day is HLIs need to change or fail to be competitive at a global stage in the years to come. Thus, this article tries to air out the jobs that will be in high demand in the years to come that requires HLIs to be ready and prepared to equip students with the necessary skills needed to be competitive and survive in an ever changing Tidigital work environment. TIA Newsletter TIA Newsletter

Keywords: HLIs, Digital era, Digital work environment, Tanzania letter TIA Newsletter TIA Newsletter

# TIntroduction Newsletter

It is envisioned that by 2025, the capabilities of machines and algorithms will be more broadly employed than in previous years, and the work hours performed by machines will match the time spent working by human beings. The argumentation of work will disrupt the employment prospects of workers across a broad range of industries and geographies. New data from the Future of Jobs Survey suggests that on average 15% of company workforce is at risk of disruption in the horizon up to 2025 and on average 6% of workers

are expected to be fully displaced (WEF, 2020). The World Economic Forum Future of Jobs report suggested that by 2025, complex-problem solving, critical thinking, creativity, people management and emotional intelligence would be among the most important skills required at the workplace (Barnard, 2019)

Needless to say that the current trend in the world reveals that there is a greater use of the digital technologies and this call for new skills. It is also important to note that the educators and higher learning institutions should equip students from the grassroots level up to the college and university levels with critical soft skills, inner strength, holistic thinking and a collaborative spirit to survive the fast-paced digital environment. (Stange, 2020). The big question remain are we prepared as a country to face the upcoming new digital era that keeps on knocking at our doorsteps. Are the students well prepared to rise up to the occasion when all hell break loose? Or is it business as usual? By 2025 it is envisaged that the following jobs will be in high demand while others will be in a de-

#### clining state. See table 1

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Table 1: Top	15 Jobs in	Increasing	and Deer	easing Dema	and Across	Industries
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# Source: Future of Jobs Survey 2020, World Economic Forum.

The world is changing at a pace not witnessed before. Technologies are changing, innovations on the rise and Higher learning Institutions (HLIs) in Tanzania are called to re-strategize and change their course of direction to remain relevant in the years to come. HLIs should revisit the courses and modules currently offered and align these courses to what the future dictates. Technology waits for no one and ignoring the changes in technology currently witnessed will never be a solution. It is wise to be prepared before the letter alarm ticks. Once these skills are inculcated into our curriculums then our students will be equipped with confidence and muscles stronger enough to face the ever-changing digital work environment that is currently witnessed across the globe. If the latter task is not fully done then there is a great possibility that the there will be a mismatch between what the current digital work environment wants and what students are

TIA Newsletter TIA Newsletter taught in HLIs in Tanzania. The time is now to act for TIA Newsletter TIA Newsletter the Newsletter than now to act for there is never a better time than now the TIA Newsletter.

#### Conclusion TIA Newsletter

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# EVOLVING ISSUES THAT THREATEN TO IMPAIR THE FUTURE OF PROFESSIONAL

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#### TIA Newsletter TIA Ne**ACCOUNTANTS**tter TIA Newsletter

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Abstract

This article tries to give insights on some Evolving issues that threaten to impair the future of professional Accountants Practices. In order to evaluate those issues, the author used systematic literature review method, where by various articles discussing about the future of accounting profession and professional Accountants practices were reviewed in order to come up with finding and conclusion.

#### Tintroduction Newsletter

The Role of Professional Accountants is very enormous in many economies of the world. According to AAA (1986), Accountants provide qualitative financial information about economic entities that are intended to be useful in the economic decisions. This includes Involvement in the preparation of accounting information that is required in different sectors like Government Planning, Budgeting and taxation.

The History of Accountants particularly the accounting profession started long time ago with distinguishable unique features which have changed overtime. According to Alexander J. R, (2002), The History of Accounting and Accounting profession started from 3500 B.C during the, Chaldaean-babylonian and Sumerian Civilizations that flour-ished in Mesopotamia Valley when accountants were not using double entry.

The profession went through phases such as accounting practices in Mesopotamia era, circa 3500-3600 B.C, the accounting in Ancient Egypt, China, Greece and Rome whose Practice was not far away from that of Mesopotamia. In the early days of development, history revealed that, accountants were using some of the accounts' records which were kept in a clay tablet indicating the payments of wages in Babylon around 3600BC, similar records keeping was found in ancient Egypt and Greek States, (Salmanulfarisi, 2012). Medieval accounting period thousands of years before the fall of Roman Empire laid down the foundations for doctrine of stewardship and conservatism and created the conditions for rapid advancement in accounting technology. The innovative Italians of the Renaissance (14th-16th Century) were the period for birth of double Entry. It is the period when accountants started to practice double entry. The Engineer of double entry was Luca Pacioli who emphasized that business manager should be cognizant of the "dual aspect" as accounts had both likes and opposite such as Payables and Receivables (Littleton, 1933). The modern accounting profession period started in Scotland especially during the 19<sup>th</sup> to 20<sup>th</sup> Centuries when industrial revolutions started to Impact Accountants. It is in this period that accounting profession began to take a new look mostly towards the end of the 20<sup>th</sup> Century Computer and Accounting Software had big influence on the industry (Agnes Ann Pepe, 2011).

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This was evidenced by the introductions of various programs like, Microsoft Excel and Electronic spreadsheets, which minimized the need for things like Calculators and Machines as a result accounting jobs became less tedious. Changes of the Accountants practices continued to happen over time. In the recent Decade, especially in the 21<sup>st</sup> Century there have been enormous changes and Evolving issues that are likely to impair the future of Professional Accountants. Newsletter TIA Newsletter TA Newslette

# **World Globalization Trends**

Some studies such as Nebert Avutswa (2017) and ACCA, (2016) established that Globalization is one of the issues that have been impacting the accounting profession particularly the Practice of accountants, as it has created more opportunities and challenges to the profession. The created opportunities and challenges are a result of increased flow of capital from one country to another, speed up of transfer of technology, and professional skills which influences the way professional accountants conduct themselves IFAC, (2017).

The direct impact of Globalization of economies to the professional accountants is also evidenced by Mohhamad (2017), in his study 'Future of Accounting Profession: Changes and Implications for Teaching and Research' which found out that' Globalization creates opportunities and challenges to the members of the accounting profession due to the free flow of money from one capital market to another thus enhances transfer of technical and professional skills. We setted the Newsletter another thus enhances transfer of technical and professional skills.

Study conducted by UAB (2020), showed that, Globalization can open up new opportunities for international business relationships and trade that TIA Newsletter TIA Newsletter will help boost

modernization and access to jobs, products, and ser-er vices in less developed nations. Therefore, accountants TIA Newsletter TIA Newsletter TIA Newsletter must be flexible and responsive to new trending technology to enhance their efficiency and productivity.ter

Another study by Hopper et al (2016), found out that, in some Countries like Syria Globalization was perceived as threat to the professional accountants as Syrian accountants perceived globalization as a threat to the Syrian accounting profession and local jobs due to introduction of new accounting standards like IASs which were new to them.

# Technological Advancement

In recent years huge Technological changes has been witnessed. The changes require Practitioners like accountants to change as well. This is addressed in the study by Oltesh, T. (2017), who observed that, when a new technology is introduced, it requires technical personnel to maintain or support it. Oltesh gives an example of dealers who serviced and maintained typewriter machines in 1980s, whose expertise ceased after introduction of computers as they could no longer able to service them due to lack of new expertise.

Recently, the accounting profession has witnessed increasingly use of sophisticated and Smart technologies to enhance the works of Accountants which are mainly traditional (IFAC,2017), among such technologies are, artificial intelligence, Smartphone applications, cloud computing, Bit coin and block chain, all these are having a profound impact on business processes and Professional Accountants practices. The above findings are consistent with those of UAB (2020) which found that, the future of accounting is heavily impacted by an array of different factors, including technological advancements like machine learning, artificial intelligence, and automation.

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Therefore, Accountants need to be flexible and agile, and be able to leverage new, trending technolola Newsletter TA Newsletter gy to enhance their efficiency and productivity.

An example of the impact of technological advancement is sited by (CPA and AICPA, 2017), Twhich established that, if Bit coin or Block chain technology will be adopted in fully, the role of auditor will move further up, a lot of transactions be-Tinge done by Atheraccountants such as Transaction processing, reconciliation, and control could change significantly as will be done in Block chain technology. Therefore, CPA auditors need to update their knowledge and develop procedures to obtain audit evidence directly from block chains (CPA and AICPA, 2017). Despite coming of smart technologies, Braine, (2016), said that ''many accountants still use traditional systems developed 20 -30 years ago that are costly and inefficient. Continuous use of the old practices put them at risk of losing clients to competitors that have adopted recent technological developments.

Agnes Ann Pepe, (2011), assessed 'The Evolution of Technology for the Accounting Profession and came out with the recommendation that, not only does accountants need to have broad range of accounting knowledge and a strong ability to apply accounting principles, government regulations and interpret tax laws, but also must have strong skills in information technology, to be able to merge accounting with information systems. The need for new skills was also suggested in the paper by Roger (10<sup>th</sup> March, 2020) in the theme ''5 ways technology is transforming accounting.

On the other hand, the growing demand for the use of ITs by Accountant was revealed by Pan and Seow (2016), Newsletter TIA Newsletter TIA Newsletter

who found out that increasing technological advancement among accounting functions create a growing TIA Newsletter TIA Newsletter demand for accountants TIA Newsletter TIA Newsletter knowledge and skills.tter

Constant Changes in different Global Rules Economic and Financial Regulations A Newsletter TIA Newsletter

There has been Constant Changes in various Global Economic and Financial Regulations. These changes will have the greatest impact on the accounting profession Mohhamad Azizi. (2017). Local and International Tax laws have been changing time after times thus creating a need for Accountants to take action. Different accounting regulations are introduced and some are changing thus a need for practitioners and professionals to take corrective measures. For instance, the decision to adopt International Accounting standards such as IFRSs and IPSASs respectively, has created an increasingly significance for accountants to be awake all the time on Evolving issues related to these standards.

# **Conclusions and Recommendations**

The author concludes that in this vastly changing World of competitive digital business environment, it is very important for Accountants to stay relevant, competitive, and marketable. Accountants will need to ensure that they are continuously improving and evaluating themselves regularly. Some of the remedial measures suggested are explained below.

# Continues Professional Development, TIA Newsletter

Continues Professional Development (CPD), is one among the best tool for retaining the relevancy of Accountants and their professional competence, as it exposes them to new knowledge which is important to their practice. Newsletter TIA Newsletter TIA Newsletter

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The also, reduces knowledge and Practice Gap. Furthermore, continuous professional development the Newsletter TIA Newsletter (CPD) prepares the professionals for the raising needs of the business environment as explained by the words of Schostak (2009: Pg67-68), that undertaken CPD is keeping up-to-date with knowledge skills and attitudes, clinically, managerially and professionally. The Newsletter TIA Newsl

# TiAwareness Ton Current Issues Happening in the TiProfession TIA Newsletter TIA Newsletter

Processional Accountants need to stay up-to-date on the latest accounting trends, Evolving technologies and industry news. They need to have visible and professional active presence on different Medias and Websites so as to keep up with the Latest profession News. Accountants have to be actively using different social sites for important professional updates and take time to share other professionals' posts, and comments on different professional news. Accountants ought to develop the habit of reading current issues happening in the profession through various Medias such as visiting the NBAA Website frequently, visiting professional bodies' websites regularly, such as the websites of IFAC, IASB, IPSASB, and other professional bodies around the World, such as ACCA and CIMA so as to update their Tiknowledge.TIA Newsletter

#### **Education Authorities in Tanzania**

Through author experience and interviews made it have been found that, Accountancy Curriculums of many higher learning Institutions in Tanzania does not adequately meet international standards as they don't focus on teaching standards like IFRSs, ISA, and IPSASs thoroughly. Therefore, there is a need for Regulators to review the Teaching Curriculums to align them.

with the international standards rather than remaining with traditional ways of teaching and training pro-TIA Newsletter TIA Newsletter TIA Newsletter grams which might be outdated.

# What should the National Board of Accountants and Auditors (NBAA) do?

The task of maintaining professional values currently belong to the National Boards of Accountants and Auditors (NBAA). In this perspective NBAA should strengthen the quality of the accountants and accounting profession by ensuring that the profession conducts itself alongside the Evolving issues happening in the profession. This includes providing continuous and Newsletter to Accountants at the standard which meets the market needs: wsletter TIA Newsletter TIA Newsletter

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#### ELECTRONIC RECORDS MANAGEMENT AS HUB IN ORGANIZATION PERFORMANCE



TIA Ne By Bibie A. Ghasia Senior Library Officer (Library Services Department) of Tanzania Institute of Accountancy (TIA), P.O. Box 169 Mtwara - Tanzania TIA Newsletter TI

Abstract

The purpose of this article is to give some high-lights on e-records management as hub in organization performance and to identify some importance of e-records and its challenges. Finally, the article concludes by insisting on any organization including TIA that use e-records management system to ensure that policies and procedure developed defined how to manage electronic records in order to protect those records so as to achieve organizational goals.

Keywords: e-records management, organization performance, TIA and organization goals. Newsletter

#### TiIntroduction Newsletter

Records management is very crucial tool in an organization since it acts as a hub in an organization performance. Organization like Tanzania Institute of Accountancy (TIA), create its own records management system as its organizational memory. Records document in an organization; preserve the evidence of an organization's activities, enable timely access to current administrative information, and ensure records of archival value are marked for preservation at the time of creation to its disposition. These records are kept as evidence that transaction has been carried out. Therefore organizations ensure reliability of records has constant no matter records where created, and maintained to support organizational goal.

### **Benefits of Electronic Records**

The following are the benefits of using electronic terms of using elec

be accessed and used by several people at the same time, even if they are in different places. In an environment where resources are scarce or distances are great, the ability to provide access to information without the boundaries of time or space can dramatically improve service, increase information sharing and enhance operations rather than the paper records that are limits access to a specific time and space (Johnston and Bowen, 2005). Newsletter TA Newsletter (Johnston and Bowen, 2005).

Electronic records are very flexibility in the creation, storage, use, and management of information can be stored remotely or on compact disks (CDs) or tapes, allowing people to share records and use their information resources more dynamically Because information is available in an organization people can access stored records electronically at the same time, they can carry out their obligations without being delayed by a lack of information. They also have improved access to more up-to-date information, since they can access information technologies such as electronic records storage facilities or databases directly and not have to wait for materials to be filed in a central registry and then located and retrieved when needed. Electronic records improve efficiency and effectiveness in service delivery due to information handling and allows for the speedy retrieval of records and information through electronic search facilities. As a result, policy makers can make informed decisions quickly and efficiently, contributing to the reffectiveness of the organization wsletter TIA Newsletter

Further, when the retrieval of records and information happens speedily and decisions are made on the newsletter than the language of the organization improves as it is seen to be reliable, capable and responsive to the needs of its clients or the public.

Electronic records are cheap in terms of storage space, as computer systems can store large volumes of data and records in a small physical space. Database management systems, electronic mail systems, web and multimedia software programs are all good examples of storage facilities that can store far more information than traditional paper records storage systems. In a well-managed organization, it is also possible to manage staff resources more effectively. Much of the day-to-day work of filing and retrieval will be done by officers throughout the organization as part of their daily routine, leaving time for other staff to participate more actively in activities such as appraisal and retention.

Electronic records increase image, information flow, and allow an organization to perform complex work due to its efficient and cost-effective.

Computers can improve communications, reduce the loss of essential information, speed up the completion of plans and increase public awareness of the organization. The use of technologies also exposes organizations to communities outside of their normal client base, locally, regionally, nationally and internationally. For example, the creation of an institutional website can raise awareness and increase interest from clients or members of the public far from the physical location of the organization's head office.

According to IRMT (2009), a well-designed electronic records management system simplifies auditing capabilities, allow an organization to regulate

regulate and oversee actions and decisions. Many electronic records management software programs include The Newsletter The Newsletter mechanisms to maintain audit trails, encouraging more accountable record keeping and promote compliance across the organization. The development of electronic The Newsletter The Newsletter records involves the development of records management legislation and regulations, which are designed to control the process of creating, maintaining and using The Newsletter T

#### Challenges of Electronic Records Management etter

Though electronic records have carried several benefits
TIA Newsletter TIA Newsletter to an organization, they have also introduced a number
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of challenges as follows:-

Reliability and authenticity of electronic records suffer due to the change of new technologies that lead to affect the authenticity and reliability of information, as the process itself can change the content or structure of the records. Unlike paper records, which can be moved, filed, refilled, copied and otherwise used and reused without change, electronic records need to be managed and preserved in such a way as to secure their authenticity as evidence. Also electronic records system does not always capture accurate information about author of original email massage. Further, as email messages are forwarded, copied, replied to, they may be edited or altered, and the integrity of the original message may be lost as the email communication movements. To establish the uniqueness and integrity of a record in such a system, one has to know which system was used, who sent the message, who received it, and when it was sent, received, replied to, forwarded or otherwise acted upon. The email software may not have the ability to capture all this information, which is essential to understand the structure, content and context of record (IRMT, 2009). TIA Newsletter Page 32

On other hand, electronic records loss security and privacy which affect the way government and private organizations preserve and make them available in their custody. For example, due to the introduction of electronic records allow organizations to create large and complex databases and make huge amounts of data available electronically. Databases containing personal, financial, and medical records which are may be very useful to the individuals themselves. But without proper security protections, that information may also be accessed by others, threatening the privacy of the owners of that an an electronic environment.

Technological Obsolescence rapid changes of software and hardware led changes in formats and information held in records lost or become unreadable, as new innovations in computer technology appear; old systems become out of date and are no Tlonger supported by the computer industry which led organization cost. Overcoming technological obsolescence often requires frequent and perhaps considerable investment in financial, human and technological resources. Conversely, lack of committed resources will render any electronic records management strategy ineffective and unsustainable. If an organization is going to commit to use electronic records, it needs to guarantee that it will provide the resources needed to maintain and upgrade Tithose technologies indefinitely ewsletter TIA Newsletter

Electronic records depend on technology that involves computer hardware and software. Similarly, to access electronic records an organization like TIA need to have full power supports, enough bundle width and others related facilities to facilitate.

easy access of information which are very expensive to manage.sletter TIA Newsletter TIA Newsletter

TIA Newsletter TIA Newsletter Decentralization of Information and records management has shifted the responsibility for managing records from records professionals to the people who create and use records on a daily basis. Unfortunately, users are not trained to know what documentation to keep for evidential purposes or how to describe, file or maintain records. Without centralized oversight of the records management process, it can be more and more difficult to ensure that essential evidence has been protected adequately. Thus, even though the computer systems allow for widespread access to information, there is no guarantee that the information needed will be available or that it will be easily retrieved by anyone other than the individual who created and used it. Careful monitoring of the way in which electronic records are created and used is an essential to develop an effective work envi-TIA Newsletter TIA Newsletter ronment.

# Conclusion TIA Newsletter

Records management system will remain vital means for facilitating the day to day organizational activities. Therefore, any organization including TIA that use electronic record management system must ensure that policies and procedure developed defined how to manage electronic records as well as the system is well maintained, staff well trained in order to protect those records so as to achieve organizational goals.

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TIA Nevsystems: a general review of published and some TIA Nevunpublished cases", Records Management Jour-TIA Neval, Vol. 15 No. 3, pp. 131-40 etter

# THE IMPORTANCE OF USER EDUCATION AND INFORMATION LITERACY IN ACADEMIC INSTITUTIONS



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#### Abstract

This paper is intended to explain why it is necessary for academic institutions to conduct information literacy programme to new enrolled stuland Newsletter TIA Newsletter TIA Newsletter dents and other library users in order to be familtiar with various services provided by the respective library.

#### Introduction

There are movements that extremely important for scholarly communication in the early twenty-first century. One is user education in which institutions plan for orientation programme that includes educating or instructing users like introduction to the library (library timing, library rules and procedures), layout of library building, library collection and its sections, information sources, types of services, library rules and regulations (Kumar, 2009). Mainly aim in bringing the awareness about or to guide the users about library facilities, collection and services for new users. It is a long-life process, there is no end. As far as library activities are con-Ticerns, ther users vare tilliterates. They need some sought of user education on how to use library resources and services. To know how to use and what the services available, they must need assistance and guidance (Instructions, Initiation and education).

The changing nature of higher education world-wide, along with ever increasing growth of library collections, technological developments in handling and retrieving techniques and information

and fundamental changes in the nature of reference services, has justified the need of change in user education services, in order that new models of education can be effective and improve the academic performance of students (Bhatti, 2010). The need for new, more effective methods of education, which will involve new ideas and new technology in libraries, can no longer be escaped, howsletter that is the application of information literacy.

Traditionally, Literacy means the ability to read and write. But there seems to be various types of literacy. Such as audiovisual literacy, print literacy, computer literacy, media literacy, web literacy, technical literacy, functional literacy, library literacy and information literacy (Prasanna Ranaweera) \* Nominal and active literacy too focuses on making people aware to read and write in their day-to-day activities. Information literacy is quite different to the above. It is a combination of all these concepts but goes beyond them. According to the American Library Association, information literacy is the ability to "recognize when information is needed and have the ability to locate, evaluate, and use effectively the needed information" (ACRL, 2000).

Information Literacy is the set of skills needed to find, retrieve, analyze, and use information. The twenty-first century has been named the information era, owing to the explosion of information and the information sources. One cannot achieve the study target without practicing special information literacy skills. In other words, information literacy skills empower the people with the critical skills which will help them to become

ble people to apply their knowledge from the familla Newsletter TIA Newsletter than the unfamiliar.

Ranaweera (2008) explains that, information literately concept evolved from several basic library concepts such as library instructions, bibliographic education, user education, and information literacy programmes. A Newsletter TIA Newsletter TIA Newsletter TIA Newsletter TIA Newsletter TIA Newsletter TIA Newsletter

According to Californian University Information literacy fact sheet, (2000); TIA Newsletter TIA Newsletter

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Information explosion has become increasingly clear that students cannot learn everything they need to know in their field of study, within a few years, at school or the Institution/university. Information literacy equips them with the critical skills necessary to become independent lifelong learners.

# Why is Information Literacy so Important?

Information Literacy is a road map in scholarly communication. It is important to scholars from all disciplines who have to know how to search for information, how to evaluate it how to produce and

They have to know how to make their information more visible and accessible, how to improve its quality and impact. In other words, IL enables scholars to publish scholarly information in reliable journals. Hall (2015) writes about information literacy gap in scholarly communication—the gap is based on scholars' conservative attitudes towards scholarly. Some information skills are important in a way that would advance dissemination of research results.

Due to the information explosion and data smog all students and other institution community face many difficulties to locate, evaluate, use, and communicate TIA Newsletter TIA Newsletter information. Therefore, the application of information literacy, to the institution community will eliminate these difficulties. ewsletter TIA Newsletter TIA Newsletter TIA Newsletter

Data Smog refers to the idea that too much information can create a barrier in our lives. Especially students and the society require a special skill to handle this fast-increasing information, in order to use their educational and economical purposes more effectively. Information literacy is considered as the solution for the Newsletter Than Newsletter the data smog (ACRL, 2006). A Newsletter Than Newsletter

Information literacy allows us to cope with the data TIA Newsletter TIA Newsletter TIA Newsletter Smog, by equipping us with the necessary skills to recognize when we need information, where to locate it, and how to use it effectively and efficiently. Consetial Newsletter TIA Newsletter TIA

# Who needs Information Literacy? letter TIA Newsletter

Information literacy skills are helpful to everybody, especially students and lecturers in order to succeed academically and in their future opportunities. Lecturers and students particularly undergraduate students are greatly in need of information literacy skillspage 35

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# Information A Literacy in NEducational wPro-Tigrammes TIA Newsletter TIA Newsletter TIA Newsletter

It is time now to come up with a new way of imparting students with a new knowledge on how to use information resources. This is in line with Batti (2010) who observed that most students only seek for guidance and assistance when they have problems in connection with their work. Many respondents suggested that user education programmes should be integrated with the curriculum and students' assignments. Furthermore, Bhatti (2010) noted that if students were to be informed that information Literacy programmes are compulsory and essential for their studies and are being integrated with their syllabus, then they would be motivated into accepting it relevant for their subject.

Therefore, the institute management has to find out the possibility of integrating IL programme in the curriculum so that all students who enroll at the institute should undergo this programme. At the end of the program, their performances in product as well as process should be assessed by means of a practical and written assignment.

In addition, information literacy programmes should be taught as a separate subject for Undergraduate. Masters and Post-graduate diploma courses. It is important to note that most of the students

will acquire the information literacy skills on completion of the relevant programmes by expecting that after completing the information literacy programmes the students will be better equipped to be deep learners and lifelong learners, while being critical thinkers. Information literacy will enable them to write a good research papers/theses as they will be knowledgeable on how to search, evaluate and use relevant information.

# Conclusion TIA Newsletter

Academic libraries were the first places to notice access crisis, and they are the right places to advocate the right way on the use of evaluated and reliable information. Reliability and quality can only be assured by implementing Information literacy skills. Without developing those skills among students, lectures and other scientists, future of scientific communication through journals would be seriously endangered.

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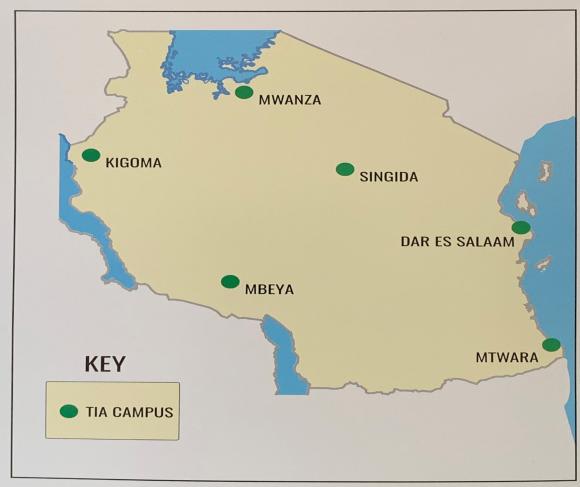
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