



# AFIMSC Knowledge Management 101

Capturing and Sharing Information for an Informed Workforce

## What is Knowledge Management (KM)?

Getting the right information, to the right people, at the right time, in order to make informed decisions that affect change and improve the organization's knowledge collection and sharing efforts.

## How Does KM Enable Us to Work Better Together?

KM can give us **more time back** in our day, more **resources** to do our jobs, and more **flexibility** to meet mission needs as one team:

- **Saves Time** – Opens access to previously limited resources (e.g., SharePoint, data and meeting information) that is needed to help get the job done quickly.
- **Expands Knowledge Sharing** – When information is shared, the more the workforce can effectively respond to mission needs. It eliminates the dependency of having that one person to provide the 'answer'.
- **Fosters Flexibility** – By having access to more information, we are exposed to new ideas and processes that can be applied to different problem sets in innovative ways.

## How Can You Help?

Your contributions can vastly help in the success of creating a KM culture mind set by **advocating**, **supporting**, and **building** an environment of openness and knowledge information sharing. To keep up to date with the latest KM information, please visit the KM SharePoint site [Knowledge Management Program \(dps.mil\)](#) and use the LAUNCH Update and Feedback Form on the homepage to request updates. For further information or questions about KM, email [AFIMSC/DS](#), contact your local KM representative (KMR) or visit the KM SharePoint site.