

Administration Fundamentals

This course includes the following sessions, all of which are 3-6 minutes in duration:

- [Creating and Updating User Records \(5 min.\)](#)
- [Normalization Rules \(6 min.\)](#)
- [Fulfillment Organizational Structure \(6 min.\)](#)
- [Circulation Desks \(5 min.\)](#)
- [Printing \(3 min.\)](#)
- [Fulfillment Units \(5 min.\)](#)