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management of all records and the information or data that they contain. Traditionally these were held on paper, or more recently on microfilm or fiche, but are now held increasingly within electronic systems.

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Electronic records (including e-mail) that are considered official

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records must be saved within a DoD 5015.2-STD compliant Electronic Records Management (ERM) application or _____ Printed, To include any attachments and e-mail transmissions and receipt data, and filled out corresponding folder within your commands or activitys records ...

Records Management (Department of the Navy): Advanced ...

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Records Management 10th Edition Test Bank Read Ginn Cengage Learning Testing, Powered by Cognero Page 2 a. True b. False ANSWER: True 9. Indexing is the mental process of determining the filing segment by which a record is to be stored and the placing or

Test Bank for Records Management 10th Edition by Judith

...

Records management is the efficient and systematic control of the creation, receipt, maintenance, use and disposition of records. Records management is the process of identifying and protecting evidence, which comes in the form of records. In this section, you can learn about how to define a record, and what

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the records lifecycle looks like.

Understanding Records Management | Archives and Records ...

Note: In SharePoint Online, we've introduced using retention labels to declare content as records, which effectively replaces the need to use the Records Center. If you're using the Records Center, you can continue to use it alongside retention labels. But moving forward, for the purpose of records management, we recommend using retention labels instead of the Records Center.

Implement Records Management - SharePoint

Records management in SharePoint Server. 3/1/2018; 5 minutes to read; In this article. APPLIES TO: 2013 2016 2019 SharePoint in Microsoft 365 A record is a document or other electronic or physical entity in an organization that serves as evidence of an activity or transaction performed by the organization and that

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requires retention for some time period.

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