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| Edizione                | [First edition]   |
| Descrizione fisica      | 1 online resource (466 pages) : illustrations   |
| Collana                 | Wiley CIO series  |
| Disciplina              | 025.04  |
| Soggetti                | Electronic records - Management<br>Records - Management   |
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| Livello bibliografico   | Monografia  |
| Note generali           | Description based upon print version of record.   |
| Nota di bibliografia    | Includes bibliographical references and index.  |
| Nota di contenuto       | pt. 1. E-records concepts -- pt. 2. E-records fundamentals -- pt. 3. Information delivery -- pt. 4. Technical issues -- pt. 5. Project and program management issues.   |
| Sommario/riassunto      | The ultimate guide to electronic records management, featuring a collaboration of expert practitioners including over 400 cited references documenting today's global trends, standards, and best practices Nearly all business records created today are electronic, and are increasing in number at breathtaking rates, yet most organizations do not have the policies and technologies in place to effectively organize, search, protect, preserve, and produce these records. Authored by an internationally recognized expert on e-records in collaboration with leading subject matter experts worldwide |