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Sommario/riassunto	This comprehensive textbook discusses the legal, organizational and ethical aspects of information governance, assurance and security and their relevance to all aspects of information work. Information governance describes the activities and practices which have developed to control the use of information, including, but not limited to, practices mandated by law. In a world in which information is increasingly seen as a top-level asset, the safeguarding and management of information is of concern to everyone. From the researcher who is responsible for ethical practices in the gathering, analysis, and storage of data, to the reference librarian who must deliver unbiased information; from the records manager who must respond to information requests, to the administrator handling personnel files, this book with equip practitioners and students alike to implement good information governance practice in real-world situations.