

50, 25, 10 Years Looking Back...



April 1967

Magnetic tapes, circa 1967.

Records Management Quarterly

Association News

- American Records Management Association's (ARMA National) headquarters is located at 738 Builders Exchange, Minneapolis, MN.
- The president of ARMA National is Eunice Thompson.
- ARMA's 12th annual conference is scheduled for Oct. 24-27, 1967, at Hotel Roosevelt in New York City.
- The Business Forms Management Association considers affiliation with ARMA National.

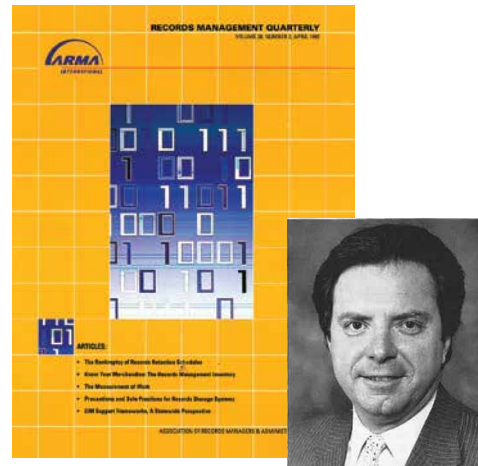
Articles

- "Counseling the Computer User" by Robert P. Bigelow
- "The Effects of EDP [electronic data processing] on Records Management" by John W. Porter
- "Documenting Computer Operations" by Everett O. Alldredge
- "Impede or Succeed" by Hope V. Trombley
- "Forms Design and Procurement" by R.E. Carpenter
- "Investigative Techniques – Surveys and Audits" by Terry Beach
- "Systems Analysis and Work Simplification for Information Management" by Dr. Roger H. Nelson
- "Admissibility of Videotape Copies of Documents in Evidence" (no author named)

- *Automated Data Processing*, by Frederick P. Brooks, Jr. and Kenneth E. Iverson, was reviewed by Charles Macbeth.

Advertising

This second issue of *Records Management Quarterly* contained no advertising.



April 1992

Fred Diers (1992) also wrote an article for this issue of *RM*.

Records Management Quarterly

Association News

- ARMA headquarters is located at 4200 Somerset Dr., Ste. 215, in Prairie Village, KS.
- The president of ARMA International is Manker R. Harris, CRM.
- ARMA's new home study course, *An Introduction to Records and Information Management*, is \$200 for members.
- Congratulations to our Chapters of the Year: Atlanta, Puget Sound, Greater Topeka.
- Don't miss the 37th Annual Conference, "Shaping the Information Age," which is to be held October 19-22, 1992, in Detroit.

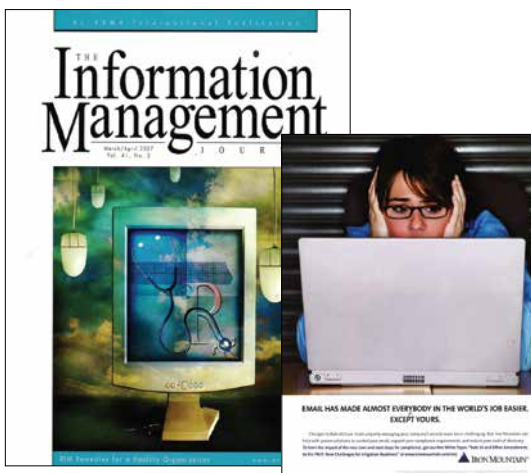
Articles

- "The Bankruptcy of Records Retention Schedules" by Fred V. Diers, CRM
- "Know Your Merchandise: The Records Management Inventory" by Alice Gannon, CRM
- "The Measurement of Work" by Fraser Boyd
- "Precautions and Safe Practices for Records Storage Systems" by Don Lemley

- “EIM [electronic image management] Support Frameworks, A Statewide Perspective” by James J. Fruscione, CRM
- *Keeping Data: Papers From a Workshop on Appraising Computer-Based Records*, by Barbara Reed and David Roberts, was reviewed by Kenneth V. Hayes.

Advertising

- Canon – ALLBASE+ software connects to the CANONFILE 250 optical disk filing system
- Information Requirements Clearinghouse – “The Law Library for Records Managers”
- Iron Mountain – “For All Your Records Storage and Management Needs”
- O’Neil Software – “Over 300 companies, with over 100 million files, trust their records to O’Neil. *Shouldn’t you?”*
- REB Steel Equipment Corp – “REB Steel...a Reputation for Quality”
- Redweld – “Filing System Specialists” featuring recycled products
- Underground Vaults & Storage, Inc. – “Where do you think you’ll find your vital records? ...at our fingertips, safe and sound, 54 stories underground.”



Iron Mountain has been a long-time supporter.

April 2007 The Information Management Journal

Association News

- ARMA headquarters is located at 13725 W. 109th St., Ste. 101, Lenexa, KS

- The president of ARMA International is Susan McKinney, CRM.
- Kick off your RIM Month promotion with these marketing tools from ARMA International: *Records@Work* pamphlets, posters, training materials, web seminars. Visit www.arma.org/promoteRIM for these and other materials now available.
- Hot off the Press! *Records Management Responsibility in Litigation Support*” by ARMA International Standards Development Program workgroup and *Records Management: Making the Transition from Paper to Electronic* by David O. Stephens, CRM

Articles

- “RIM Health Check: Auditing an Organization’s RIM Program” by Janice Anderson
- “The RIM Manager’s Role in Supporting Major Business Changes” by John T. Phillips, CRM, FAI
- “Strategies for Merging Recordkeeping Systems” by Jason Pearce and Bernadette Resnik
- “DIRKS: Putting ISO 15489 to Work” by Stephen Macintosh and Lynne Real
- “Digital Conversion Projects: A Decision-Making Checklist” by Bud Porter-Roth
- *Understanding Archives & Manuscripts*, edited by James M. O’Toole & Richard J. Cox, was reviewed by Gary Cox, C.A.

Advertising

- Access Sciences – “Access Sciences...Connecting the Dots”
- DHS Worldwide Software – “Experience the most flexible and comprehensive records management software in the world.”
- Fujitsu – “Fujitsu scanners. You’ll see productivity everywhere you look.”
- Institute of Certified Records Managers – “Today’s records manager...needs more!”
- NAID – “Choosing a secure shredding service? Heads or tails may not be the best criteria...”
- The Paige Company – “Ordinary boxes hold stuff. Ours are built to hold your future.”
- Zasio – “When it comes to managing your electronic records, you’d be happy if *Point-Click-Save* were all it took. With Zasio, it is!” **END**