

Agenda and Session Summaries

Monday, March 12th: All Tracks together

8:00 - 8:45	Registration and Continental Breakfast
8:45 - 9:15	Opening of Conference
9:15 – 5:00	<p>John Isaza, CRM, FAI presents:</p> <ul style="list-style-type: none"> • A Trial Lawyer’s Take on the Admission of Electronic Records in Court • Effects of the Dodd-Frank Act on RIM • Hands-on workshop that takes us through the 7 Steps for Legal Holds of ESI and Other Documents and teaches attendees about Legal Holds and the Effect on Records Management Policies <p>(breaks will be provided at the speaker’s discretion)</p>

Tuesday, March 13th:

	TRACK 1	TRACK 2
8:00 –8:30	Continental Breakfast	Continental Breakfast
8:30 –10:00	Deb Gearhart, CRM, FAI and Juanita Skillman, CRM, FAI: Reasons for Implementing Records and Information Management Program	John Montana, CRM, FAI: Emerging Law on Social Media
10:00 –10:10	<i>BREAK</i>	<i>BREAK</i>
10:10 –12:00	Deb Gearhart, CRM, FAI and Juanita Skillman, CRM, FAI: Records Retention Overview Electronic Records Retention Issues	John Montana, CRM, FAI: Emerging Law on Social Media, Con’t.
12:00 –1:30	<i>LUNCH</i>	<i>LUNCH</i>
1:30 –2:45	Dave McDermott, CRM, FAI: Implementing an Email Archiving Solution in the Real World	Robert Dalton, CRM: Document Retention and Destruction of Organizational Records
2:45 –3:15	<i>BREAK</i>	<i>BREAK</i>
3:15 –5:00	ALL TRACKS TOGETHER President of ARMA International: Galina Datskovsky, Ph.D, CRM: GARP	

Wednesday, March 14th: POST CONFERENCE SESSION

CERTIFIED RECORDS MANAGER (CRM) EXAMINATION PREPARATION WORKSHOP

The CRM Examination Preparation Workshop will help candidates prepare for the six tests by identifying the core subject matter to study for each part and to review relevant resources to ensure you develop a successful test taking strategy.

Presenters are:

Debra Gearhart, CRM, FAI
 Juanita Skillman, CRM, FAI
 David McDermott, CRM, FAI

8:00—8:30	Registration / Networking		
8:30 – 8:45	ALL TRACKS TOGETHER Benefits of Being a CRM		
	TRACK 1		TRACK 2
8:45 — 10:00	Part 1	8:45 — 9:45	Part 6
10:00—10:15	Break	9:45—10:00	Break
10:15—11:30	Part 2	10:00—11:30	40 Point Case Study
11:30—12:00	Lunch	11:30—12:00	Lunch
12:00—1:15	Part 3	12:00—1:00	Grading Review of 40 Point Case Study
1:15—2:45	Part 4	1:00—3:30	60 Point Case Study
2:45—3:00	Break	3:30—3:45	Break
3:00—4:15	Part 5	3:45—4:45	Grading Review of 60 Point Case Study
4:15—4:45	Demystifying the Application		
4:45—5:00	Wrap up, Certificates, Evaluations for each Track		

