

ARMA 2010 SCHEDULE OF EVENTS

Conference education sessions are competency-based (see legend below) and categorized by domain. Get facilitator and session details at www.arma.org/conference. All sessions located at Moscone Center West, unless otherwise indicated.

	Information Technology	RIM Practices	Risk Management	Business Functions	Leadership	Communications & Marketing	
SATURDAY 11/06	5:00 p.m. – 7:00 p.m. WELCOME RECEPTION (Marriott Marquis)						
	7:00 p.m. – 10:00 p.m. Young Professionals (Marriott Marquis)						
SUNDAY 11/07	7:30 a.m. – 5:00 p.m. Registration (First Floor Lobby)						
	7:30 a.m. – 6:00 p.m. Bookstore Open (First Floor Lobby)						
	8:30 a.m. – 10:30 a.m. OPENING CEREMONIES – Technology in the Spotlight (Third Floor)						
	10:30 a.m. – 5:30 p.m. Expo Hall Grand Opening						
	11:00 a.m. – 12:30 p.m. Lunch with Exhibitors (Expo Hall)						
	11:00 a.m. – 5:15 p.m. Solutions Showcase (Expo Hall), Industry Intelligence (Expo Hall)						
	1:00 p.m. – 2:30 p.m.	Education Sessions Creating and Maintaining Enforceable Electronic Agreements ² Martin Susec, J.D., CRM SharePoint 2010: Records Management in a Collaborative World – Part 1 ³ Andrew Hoffman	Six Starting Points for a Records Management Rookie ¹ Richard Smith, CRM	A Case Study: Are You Ready for E-Discovery? ³ Arlyce Vogel, CRM Creating a Unified Process for Managing File Transfers ³ Leigh Isaacs Kathleen Jaminez	Partnering with IT Yields \$1.5 Million in Benefits – Part 1 ³ Penny Quirk Teresa Drabenstadt, PMP	Envision the Future of Your RIM Program ³ Maura Dunn, CRM, PMP Lee Karas	Successfully Implementing RIM: A Multi-Year Plan ² Jackie Winkler Barb Wiggins
	1:00 p.m. – 2:30 p.m. Thought Leader Session: Fellows Forum; CRM Exam Prep Parts 1-5						
	2:30 p.m. – 3:00 p.m. Beverage Break (Expo Hall)						
	3:00 p.m. – 4:30 p.m.	Education Sessions Enterprise Information Mapping: Where Is Your Data Stored? ⁴ Lee Karas Jeff Pierantozzi, PMP SharePoint 2010: Records Management in a Collaborative World – Part 2 ³ Andrew Hoffman Virtual Machines and Real-World Electronic Records Management ³ Robert Guz, CRM, CDIA	Records Management for Small- and Mid-Size Organizations ¹ Gordon Hoke	Cost Containment: Preservation Techniques for Litigation ² Jennifer Mason, J.D. Jason Baron, Esq. Maura Grossman The Nuts and Bolts of E-Discovery ² Joe Garber	Partnering with IT Yields \$1.5 Million in Benefits – Part 2 ³ Penny Quirk Teresa Drabenstadt, PMP GARP®: Strategies for Information Governance Success ³ Diane Carlisle, CRM		
3:00 p.m. – 4:30 p.m. Forrester Research Session; CRM Exam Prep Parts 1-5							
4:30 p.m. – 5:30 p.m. Visit the Expo Hall							
6:30 p.m. – 8:30 p.m. ICRM Business Meeting and Reception (Marriott Marquis)							
MONDAY 11/08	7:30 a.m. – 5:00 p.m. Registration (First Floor Lobby)						
	7:30 a.m. – 6:00 p.m. Bookstore Open (First Floor Lobby)						
	8:00 a.m. – 9:30 a.m.	Education Sessions Data-In-Depth: A New View into Cloud Computing ³ Charles Lesko, Jr., Ph.D., PMP Christine Russell	Globalizing Your Records and Information Management Program ³ Laurie Fischer, CRM Metadata and Taxonomies: Tying the Two Together ¹ Denise Bruno Records Retention for Electronic Records – Part 1 ² Donald Skupsky, J.D., CRM, FAI	Taming the Beast: How to Manage Outside Counsel ³ Richard Samdal, J.D. Brion Doyle	RIM Core Competencies as a Succession Planning Tool ³ Jannette S. Goodall, CRM GARP® Legislative and Regulatory Update ³ Bob Tillman Frank Moore	Professional Development for the 21st Century Records Manager ⁴ Jesse Wilkins, CRM, CDIA+, CDIA	Motivating Through RIM Marketing ² Laurie Carpenter, CRM
	8:00 a.m. – 11:30 a.m. CRM Exam Prep Part 6						
	9:00 a.m. – 5:30 p.m. Expo Hall Open						
	9:30 a.m. – 10:00 a.m. Beverage Break (Expo Hall)						
	9:30 a.m. – 3:45 p.m. Solutions Showcase (Expo Hall), Industry Intelligence (Expo Hall)						
	10:00 a.m. – 11:30 a.m.	Education Sessions Enterprise 2.0 and the IM and Technology Professional ³ Douglas Schultz	Integration of RIM into Management Systems with Metadata ³ Hidehiko Kobayashi Records Management as a Governance Function ³ Kathy Fur, CRM Records Retention for Electronic Records – Part 2 ² Donald Skupsky, J.D., CRM, FAI User-Oriented Taxonomy Design ² James Connelly, CRM	A Case Study: Implementing Hold Order Management Technology ³ Jason Stearns, CRM Protecting Information: Perils, Precautions and Planning for Recovery ³ Sheila Taylor, CRM Aligning GARP® with the Sarbanes-Oxley Audit Process ⁴ Bob Tillman Frank Moore	Improving Profitability by Leveraging Technology and Best Practices ³ Graham Riley		
	11:30 a.m. – 1:00 p.m. Lunch on Your Own (Available in Expo Hall)						
	1:00 p.m. – 2:30 p.m.	Education Sessions Electronic Records Access, Preservation, and Disposition Assurance ³ Fred Diers, CRM, FAI Timothy Weber Managing Retention for All Information Across the Enterprise ³ Susan Cisco, Ph.D., CRM, FAI Karen Strong	A Case Study: Delivering Online Training to Employees ² Arlyce Vogel, CRM Managing Inactive, Vital, and Archival Records ¹ Mark Langemo, Ed.D., CRM, FAI Social Networking: Balancing Business Need with Risk Mitigation ³ Paula Harris, CRM	Access Control and Permissions in Electronic Recordkeeping Systems ³ Bill Manago, Jr., CRM	Record Management in a Tight Economy ³ Lisa Lukaszewski, J.D. Cheryl Strom RIM Performance Standards: Using GARP® and Assured Records Management (ARM) Methodology ³ Galina Datskovsky, Ph.D., CRM Marcia Zweerink, Ph.D. Ron Hedges, Esq.	Practically Useless? E-Records Research, Practice, and Professional Education ⁴ Alan Bell Chris Prom	

MONDAY CONTINUED ON NEXT PAGE

¹: For entry-level RIM practitioner. ²: For RIM practitioner with prior RIM knowledge, skill sets, and experience. ³: For seasoned RIM practitioner with extensive knowledge of designing, creating, implementing, and managing a RIM program. ⁴: For executive-level RIM practitioner who partners with executive management and gives enterprise direction to RIM program. **Schedule subject to change.**
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	Information Technology	RIM Practices	Risk Management	Business Functions	Leadership	Communications & Marketing	
MONDAY 11/08	2:30 p.m. – 3:00 p.m. Beverage Break (Expo Hall)						
	2:30 p.m. – 5:30 p.m. Visit the Expo Hall						
	2:45 p.m. – 4:30 p.m. Poster Sessions (Expo Hall)	Legacy Data and Systems History ² Janie Wait, CRM	Employee RM Training on a Limited Budget ² Richard Smith, CRM		GARP® – How Mature Are You? ³ Julie Colgan, CRM	Motivating Through RIM Marketing ² Laurie Carpenter, CRM	
		Social Networking: Policy + Technology = Increased Security ³ Melissa Suek					
	3:00 p.m. – 5:00 p.m. Industry Specific Roundtables: Energy, Financial, GARP®, Higher Education RIM Degree, Legal, Pharma, Retail, U.S. Government, Utilities (Expo Hall)						
	3:30 p.m. – 5:30 p.m. Pub Crawl/Cocktail Reception (Expo Hall)						
5:15 p.m. Grand Prize Giveaway (Expo Hall)							
9:00 p.m. – 12:00 a.m. Canadian Party (Marriott Marquis)							
TUESDAY 11/09	7:30 a.m. – 5:00 p.m. Registration (First Floor Lobby)						
	8:00 a.m. – 9:30 a.m. Education Sessions	Compliance in the Cloud ³ Mary Murley Kristine Crupi	Information Governance and Records Management: A Holistic Approach ² Robert Van Hooser Tracy Denler	Records Managers on the Witness Stand ³ Lisa Lukaszewski, J.D. Cheryl Strom		Establishing Your Dream Team in the Real World ³ Debra Korty	Successful Strategies for Securing Board, Management, Stakeholder Support ³ Mark Langemo, Ed.D., CRM, FAI
		Shared Drive Management - Business Processes and Controls ³ Laurie Gingrich, CRM Melissa Suek	Moving and Integrating: A Scientific Approach - Part 1 ³ David Steward, CRM Robert McKee	Strategies to Help Third Parties Meet RIM Requirements ³ Lori Ashley			
	8:30 a.m. – 11:15 a.m. AIEF Research Sessions						
	9:30 a.m. – 9:45 a.m. Beverage Break (Second Floor)						
	9:30 a.m. – 1:00 p.m. Bookstore Open (First Floor Lobby)						
	9:45 a.m. – 11:15 a.m. Education Sessions	A Case Study: Establishing an Effective E-Mail Program ⁴ John Annunziello, CRM	In Implementing a Retention Schedule, Less is More ³ Susan D'Herbes, CDIA Linda Baldwin	Integrating E-Discovery Services into Corporate Records Management Programs ³ Patrick Cunningham, CRM, FAI Jane Connerton, CRM			The Power of Listening and Asking Questions ² Kenneth Neal
		The Semantic Web: Implications of Web 3.0 on IM ³ Therese Miller, J.D.	Going Digital: Best Practices for Converting Paper and Film ¹ Alan Smith Genifer Graff	Privacy for Records Management Professionals ⁴ Brian Tretick Trevor Hughes Kirk Nahra Lisa Sotto			
			Moving and Integrating: A Scientific Approach - Part 2 ³ David Steward, CRM Robert McKee				
	11:15 a.m. – 1:00 p.m. Lunch on Your Own						
1:00 p.m. – 2:30 p.m. Education Sessions	Managing Electronic Records with Existing Systems ² Bill Greathouse	Developing an Interactive RIM Training Program ² Karon Teague	Vital Records Program Development ³ Janie Wait, CRM Rich Wilson	Show Me the Money: ROI for Records Management ³ Steve Neilly, CRM	People, Processes, and Technologies for Compliance and E-Discovery ⁴ Susan Whitmire, CRM, FAI		
	Search Competency: Terms Versus Tools ³ Julia Brickell, Esq.	Developing & Managing an International Retention Schedule ² Randy Moeller John Montaña, J.D.			Five Leadership Habits for the Effective Records Manager ³ Richard Smith, CRM		
	Applying GARP® to Cloud Computing from IT, Legal, and Business Perspectives ⁴ Rick Stirling Martin Susec, J.D., CRM Terry Coan, CRM						
2:30 p.m. – 2:45 p.m. Beverage Break (Second Floor)							
2:45 p.m. – 4:00 p.m. Candidate Forum							
4:00 p.m. – 5:15 p.m. Association General Meeting							
WEDNESDAY 11/10	7:30 a.m. – 12:00 p.m. Registration (First Floor Lobby)						
	8:00 a.m. – 5:00 p.m. CRM Exam Prep Workshop (Marriott Marquis)						
	8:00 a.m. – 9:30 a.m. Education Sessions	Data Mapping 101: Preparing for a Conversion ² Melissa Dederer, CRM	Auditing: A Mechanism for Improvement – Part 1 ³ Helen Streck	E-Discovery On the Move: Mobile Communications ³ Therese Miller, J.D.		Leadership: Building Organizational Capability Through Strategic Leadership ³ Linda Pace	Backroom to Boardroom: Marketing Your RIM Program ³ Steve Neilly, CRM
		Manage Your E-Mail Using Role-Based Classification ³ Susan Trombley Maurice Labrie Maria Kortan-Sampson	Paper to Electronic: A Legal Records Management Odyssey – Part 1 ² Jeffrey Lewis, J.D. Nancy Williams, CRM	SharePoint and E-Discovery Readiness ³ Martin Tuip			
	9:30 a.m. – 9:45 a.m. Beverage Break (Second Floor)						
9:45 a.m. – 11:15 a.m. Education Sessions	Content Analytics: Understanding the Next Innovation Wave ³ Rashmi Vittal	Auditing: A Mechanism for Improvement – Part 2 ³ Helen Streck	E-Discovery: Defining an Architectural Roadmap ³ Ron Hay	Building the Business Case for E-Discovery Automation ³ James Watson, Jr., Ph.D.	Transforming Business as Ethical Information Leaders ⁴ Jeff Bridges		
		Paper to Electronic: A Legal Records Management Odyssey – Part 2 ² Jeffrey Lewis, J.D. Nancy Williams, CRM	IT, RIM, and Legal Collaboration: Making ERM Work ³ Susan Goodman, CRM John Isaza, Esq.				
		Train the Trainer: RIM Training for the Masses ³ Jason Stearns, CRM Anita Castora, CRM					
11:30 a.m. – 12:30 p.m. CLOSING GENERAL SESSION – Keynote Speaker							
12:30 p.m. CONFERENCE ADJOURNS							
THURS. 11/11	8:00 a.m. – 12:00 p.m. CRM Exam Prep Workshop (Marriott Marquis)						

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