

Alfresco 3 Records Management



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Reviews

*I actually started out reading this article ebook. This is for those who state that there had not been a worth reading. Its been developed in an extremely easy way and it is just after i finished reading this book in which in fact modified me, change the way i really believe.
(Antonetta Ritchie IV)*

ALFRESCO 3 RECORDS MANAGEMENT



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Packt Publishing. Paperback. Condition: New. 488 pages. Dimensions: 9.2in. x 7.5in. x 1.2in. Comply with regulations and secure your organizations records with Alfresco Records Management. Successfully implement your records program using Alfresco Records Management, fully certified for DoD-5015.2 compliance. The first and only book to focus exclusively on Alfresco Records Management. Step-by-step instructions describe how to identify records, organize records, and manage records to comply with regulatory requirements. Learn in detail about the software internals to get a jump-start on performing customizations. In Detail The Alfresco Records Management feature set is so complete that it is one of the very limited number of systems, and the only Open Source solution, that has been fully certified for Records Management use by the US Department of Defense. Record keeping is important because accurate records are really the only way that organizations can demonstrate compliance with regulatory requirements. The amount of regulation that organizations must comply with has gone up dramatically over the last decade, and the complexity of record management has increased proportionally. Alfresco 3 Records Management is a complete guide for setting up records programs within organizations. The book is the first and only one that describes Alfresco's implementation of Records Management. It not only teaches the technology for implementing Records Management, but also discusses the important roles that both processes and people play in the building of a successful records program. Alfresco 3 Records Management starts with a description of the importance of record keeping, especially from a regulatory compliance perspective. It then discusses Records Management best practices and standards, and goes on to describe step by step how to identify documents that need to be managed as records, how to use Alfresco Records Management software to set up the File Plan structure for organizing the storage of records, and...



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