Managing Changing Times: Retention Management
2011 Conference and Workshop

The program is structured around various sessions focusing on developing and implementing retention schedules in mid to large organizations. There will be scenarios and how-to steps regarding updating current retention schedules, analyzing and defining retention periods for established records series, hands-on exercises for creating new records retention schedules for electronic correspondence, and more.

Agenda Highlights:
- 8:00-9:00am: Registration, Continental Breakfast
- 9:00-10:00am: Keynote and Lecture
- 10:00-12:00pm: Retention Schedule Workshop
- 12:00-1:00pm: Lunch
- 1:00-2:30pm: UCSD Catalog Demonstration
- 2:45-4:30pm: Lecture