



ARMA Vancouver Island

Brown Bag Webinar Invitation

Webinar

Top 7 1/2 Essential Metrics for Records Managers

Want to gain better insight into your company's information? Ready to develop reports that highlight the cost savings you've achieved? Want to show the effectiveness of your compliance policies? How about proving the need to go paperless? During this informative webinar, you'll explore the top 7 1/2 metrics that will dramatically enhance your ability to manage records. This must-attend event dives into issues that you deal with every day, demonstrating how to best understand, analyze and act on them.

- The most critical reports that need to be created
- How to best measure the success of your records management program
- Ways to highlight increased productivity by going paperless
- How to present the impact on the bottom line

Date, Time and Location

Wednesday October 26, 2011, 12:00 – 1:30. Webinar will begin at 12:15.

James Bay New Horizons, 234 Menzies Street (corner of Michigan and Menzies), Main Room

MAP: <http://g.co/maps/vhx4d>

Cost

Members: FREE!

Non-Members: One time special... FREE!

Registration and Contact Information

Although this event is free, we would appreciate it if you would register so we can be prepared.

Registration Link: <http://www.gifttool.com/registrar/ShowEventDetails?ID=1939&EID=10810>

Contact for more information: Pearl Wilton Pearl.Wilton@bcogc.ca 250-419-4457

Brown Bag

Please bring your own lunch. Coffee and tea will be provided. If you need to purchase lunch, the map above shows a number of restaurants to the south of the facility.