

Document Management Continuum

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Course Materials on the Internet

This textbook is used for three-day weekend courses in document management and document imaging. The courses are available free for self-study on the Internet [<http://www.ArchiveBuilders.com>] in the form of these whitepapers and slides. All of the materials can be downloaded with a single click and then printed with a single click. All of the materials are in a single full text searchable PDF file. All acronyms are spelled out. You can also download the materials as native Microsoft Office files so that you can incorporate these materials in your presentations or papers. The in-person courses are free to graduate students in library science, to persons traveling from Africa, and to the native peoples of the United States, Canada, Australia, and New Zealand. If you would like to attend in person, the courses are taught as a three day class four times per year in the Los Angeles area; with details at the website above.

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