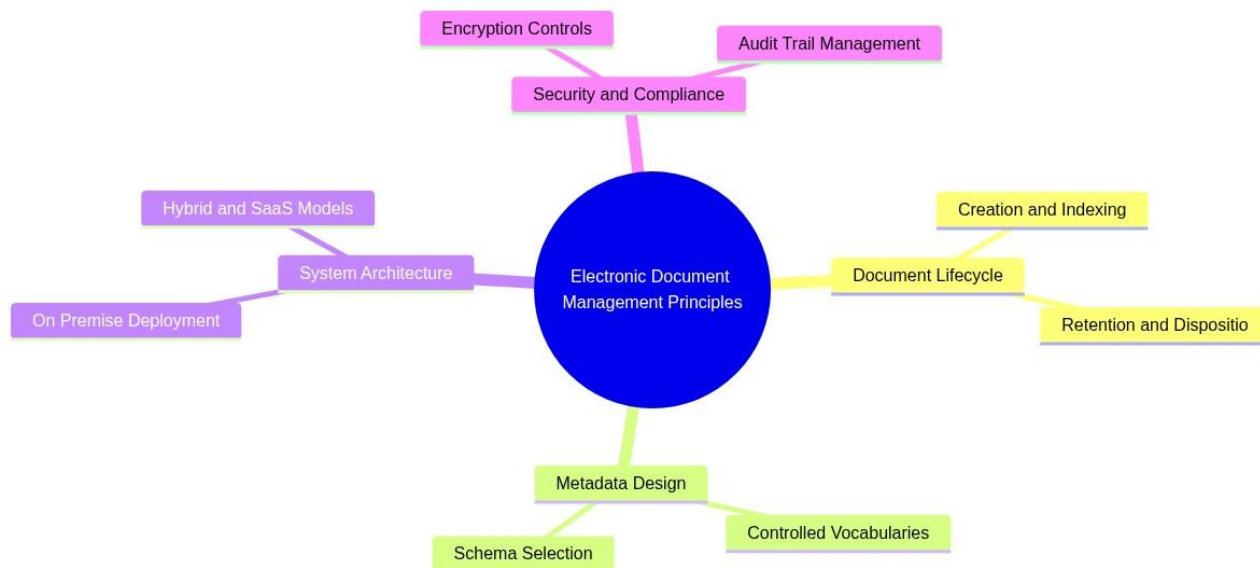


Advanced Certificate in Electronic Filing Systems (Intermediate)

Electronic Document Management Principles



mindmap

root((Electronic Document Management Principles))

Document Lifecycle

Creation and Indexing

Retention and Dispositio

Metadata Design

Controlled Vocabularies

Schema Selection

System Architecture

On Premise Deployment

Hybrid and SaaS Models

Security and Compliance

Encryption Controls

Audit Trail Management