

**7 May 2015**

**PRSA Seminar: Electronic Records**

**8<sup>th</sup> May 2015**

**The Scottish Parliament, Committee Room 1, Holyrood, EH99 1SP**

<b>Please allow 10 minutes to clear security at the Scottish Parliament</b>
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| 10:00 – 10:25   | Assemble at the Parliament and coffee   |
| 10:25 – 10:30   | Welcome: Bruno Longmore (National Records of Scotland)  |
| <b>Morning Session chaired by Tim Gollins (NRS Head of Digital Archiving and Digital Preservation Programme Director)</b> |   |
| 10:30 – 10:50   | <i>Introduction - The Challenge of Electronic Recordkeeping:</i> Alan Bell (University of Dundee)                                 |
| 10:50 – 11:10   | <i>SharePoint - a Records Manager's dream come true?:</i> Gordon Hobbs (Scottish Parliament)                                      |
| 11:10 – 11:20   | Comfort break and coffee refresh  |
| 11:20 – 11:40   | <i>No <b>B</b>udget – The <b>C</b>hallenge of <b>S</b>hared Networks:</i> Tracey Gill (NHS National Services Scotland)            |
| 11:40 – 12:00   | <i>Getting our Act Together – Implementation of the Public Records (Scotland) Act 2011:</i> Roberto Riaviz (West Lothian Council) |
| 12:00 – 12:45   | Morning panel session   |
| 12:45 – 13:30   | Lunch   |

**Afternoon Session chaired by Meic Pierce Owen (Chair of the Information and Records Management Society)**

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| 13:30 – 13:50 | <i>Thoughts on Archiving and Transfer:</i> Susan Corrigall (NRS Head of Electronic Records Unit)   |
| 13:50 – 14:10 | <i>Engaging Senior Management: Opportunism and Exploitation:</i> Alex Fitzgerald (East Lothian Council)                                  |
| 14:10 – 14:30 | <i>“Getting to know you” – an Information Personality Framework for engaging ERM system users:</i> Heather Jack (Independent Consultant) |
| 14:30 – 14:45 | Comfort break  |

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| 14:45 – 15:30 | Afternoon panel session and discussion on themes of the day.                                   |
| 15:30         | Closing remarks: Bruno Longmore (NRS)  |
| 15:35 – 16:00 | Networking opportunity: with the NRS PRSA team and e-Records Unit on hand to answer questions. |
| 16:00 – 16:30 | Tour of the Scottish Parliament  |

**The event can be followed using the twitter feed #PRSAERECS**