

ARMA New England



Records Management Resource Guide

Welcome to our guide designed to aid professionals in the fields of records management, archives, and librarianship. This document collates a wide array of resources, including professional organizations, institutional webpages, state and municipal retention schedules, topic-specific resources, and LinkedIn professional groups. Whether you're a seasoned expert or new to the field, this guide endeavors to support your professional journey with indispensable resources.

Professional Organizations

Connecting with professional organizations can provide you with networking and mentorship opportunities, industry knowledge, and professional development. Here are some noteworthy organizations in the field:

1. [**ARMA International**](#): A leading authority on records and information management (RIM) and information governance (IG).
2. [**AIIM**](#): Supports organizations in leveraging technology to improve the management of unstructured data and be more prepared for AI and automation.
3. [**ISO**](#): The International Organization for Standardization offers standards that ensure quality, safety, and efficiency.
4. [**AACRAO**](#): Provides resources for higher education professionals responsible for records management.
5. [**DAMA**](#): Dedicated to advancing data management practices.
6. [**ICRM**](#): Offers credentialing for records and information management professionals.
7. [**Archivist's Roundtable**](#): A community for archivists focusing on professional development and networking.
8. [**IAPP**](#): Provides resources and certification for privacy professionals.
9. [**EDRM**](#): Focuses on developing guidelines and standards for electronic discovery.
10. [**ISACA**](#): Offers resources for IT governance, risk management, and cybersecurity.
11. [**ISC2**](#): Provides training and certification in information security.
12. [**NAGARA**](#): Supports government archivists and records managers.
13. [**GOVTECH**](#): Provides technology solutions and insights for government professionals.

Institutional Webpage Examples

These institutional webpages offer a wealth of information and best practices in records management:

1. [University of Michigan](#)
2. [UCONN](#)
3. [Emerson College](#)
4. [Suffolk University](#)
5. [Minnesota Historical Society](#)

State & Municipal Retention Schedules

Understanding retention schedules is crucial for compliance and efficient records management. Here are some examples from state and municipal entities:

1. [Connecticut](#)
2. [Massachusetts](#)
3. [Rhode Island](#)
4. [New York](#)
5. [Pennsylvania](#)

Topic-Specific Resources

Delve deeper into specific areas of records management with these focused resources:

[NARA](#)

[Princeton University](#)

1. **Records inventories**
2. **Electronic records**
3. **Knowledge transfer**
4. **Digital transformation**

Substack - Podcasts

Learn from those in the field:

1. [Card Catalog](#)
2. [Andrew Potter](#)
3. [Filed - Record Point](#)

LinkedIn Professional Groups

Engage with industry professionals and expand your network by joining these LinkedIn groups:

[The Digital Transformation Group \(38k\)](#)
[Records Management Professionals](#)
[Digital Strategy and Transformation \(48k\)](#)
[Intelligent Document Processing Group \(8k\)](#)
[Enterprise Content Management Industry Association \(13k\)](#)
[Electronic Documents and Records Professionals \(11k\)](#)
[AIIM Global Community of Information Professionals \(27k\) \(Also use aiim.org portal\)](#)
[Document Management System \(22k\)](#)
[Scanning Service Bureau Alliance \(2k\)](#)
[Enterprise data governance and intelligent automation](#)
[New England Tech Hub](#)
[ARMA International](#)
[ARMA New England](#)
[IRMS](#)
[DAMA International](#)
[DAMA New England](#)
[InfoGov Hot Seat](#)
[InfoGov Community Roundtable](#)
[AIIM Florida Chapter](#)
[Institute for Certified Records Managers](#)

Disclaimer: The resources presented in this guide are a compilation of vendor-agnostic resources from various individuals. They do not necessarily reflect an official policy, position, nor recommendation of any organization, employer, or affiliated entity.

We invite your input to keep this list evergreen. Please send along suggestions to president@armane.org



We aim to champion inclusive, forward-thinking information governance to empower professionals, students, and organizations in our region.



armane.org