



*Updated & Improved for 2009*

## Increase Your Professional Value: Take an IMERGE Consulting Course to Earn or Update Your AIIM Electronic Records Management Certificate!



Since AIIM launched its popular ERM Certificate program in 2006 IMERGE has taught ERM Certificate courses to several hundred persons from dozens of organizations in the US and Canada. These students benefit greatly from IMERGE's interactive workshops. In this setting students ask questions of and learn from IMERGE instructors who have years of valuable hands-on experience, as well as learn from fellow students from other industries.

In 2009 AIIM revised the content for its ERM Certificates – and IMERGE continues to provide *the live AIIM ERM courses that can make you more valuable to your current employer and enhance your résumé for your future.*

### The Updated and Improved ERM Live Classroom Course

(see [www.IMERGEportal.com/ermworkshops2009.html](http://www.IMERGEportal.com/ermworkshops2009.html) for details)

**ERM Practitioner (2 Days):** Covers the lifecycle of records and related concepts such as Classification Schemes, Metadata, Security, Retention, Preservation and Disposal. You will be awarded the AIIM ERM Practitioner (ERMp) designation after passing the online exam. This course is included as part of the ERM Master program; it is also offered as a stand-alone.

**ERM Master Certificate Program (4 Days):** A good coverage of ERM with the main elements from AIIM's ERM Practitioner and Specialist training programs in addition to case study exercises. This 4-day training program covers why, what and how to implement ERM. *The ERM Master (ERMm) Certificate is available only through this four-day onsite program.*

### *IMERGE's Live Classroom Course: Your Best Value*

- Independent studies show that live classroom courses best promote learning and retention.
  - Students benefit from interaction with fellow students and with instructors, who are real-world experts.
- Read about these experts on the other side of this flyer!

*Students have access to online materials, where available*

### *Why Get or Update Your AIIM ERM Certificate?*

- ERM implementation based on leading international standards, including ISO 15489 and ISO 26122
- Changes in the vendor landscape (e.g., SharePoint and ECM suites)
- Expanded focus on new content types (e.g., wikis and blogs)
- Increased focus on email (capture/retention)
- New best practices and standards (e.g., MoREQ2).

**ERM Practitioner & Master Certificate Workshops**  
Current and complete details at [www.imergeconsult.com](http://www.imergeconsult.com):  
click on "Education and Registration" at top right

Location	Courses and Dates
Vancouver, BC	ERMp: 6/15 - 6/16 or ERMm: 6/15 - 6/18
Waterloo, ON	ERMp: 9/21-22 or ERMm: 9/21-24
Saskatoon, SK	ERMp: 10/5 - 10/6 or ERMm: 10/5 - 10/8
Orlando, FL	ERMp: 10/19 - 10/20 or ERMm: 10/19 - 10/22
Chicago, IL	ERMp: 11/02 - 11/03 or ERMm: 11/2 - 11/05
Edmonton, AB	ERMp: 11/09 - 11/10 or ERMm: 11/09 - 11/12
Toronto, ON	ERMp: 11/30 - 12/01 or ERMm: 11/30 - 12/04

*Or you choose the venue, course and date!\**

\* Call IMERGE for details or to schedule your on-site workshop: 815-398-0492 (US) or 416-840-4461 (Canada)

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CONSULTING

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# Our Trainers Have Real-World Experience — To Ensure Your Best Training Value!

## Your IMERGE Trainers: Background Briefs

Each received specific ERM Certificate training and preparation from AIIM International



**Vigi Gurushanta, Principal** (MIT, FICB, ERMm, ECMp): Vigi is a noted industry leader. He has completed projects in electronic document and RM studies for the Canadian government on strategic direction and compliance reviews to meet the national standards on the electronic records evidentiary requirements. He chairs the Canadian General Standards Board Committee on Electronic Records as Documentary Evidence and the Canadian Advisory Committee on ISO/TC 171 Committee. He is on the ISO and AIIM Standards Committee on Evidentiary Support and Document Imaging Standards. Vigi is based in Toronto, ON, CA.



**Don Post, Partner** (CDIA+, MIT, LIT, ICP, ERMp, ERM<sup>s</sup>, ECMp, ECMs): Don has more than 30 years' industry experience as a consultant and executive, with a focus during the past 15 years on records management, EDM, workflow and compliance services. He helps clients understand their business processes and workflows, develops their requirements writes RFPs and oversees implementation. His broad industry experience includes active participation in and conference speaking at AIIM, TAWPI, XPLOR, ARMA, Kalthoff and COMDEX. He chaired the AIIM2005 Conference and spoke at ARMA 2005. Don also provides training for the CDIA+ certification and TAWPI ICP certifications. He is based outside of Chicago, IL.



**Charmaine Brooks, Principal** (CRM, ERMm): Charmaine's extensive background provides the full range of administrative and RM expertise as the records manager for a global provider of semiconductor solutions. She gained a broad base of knowledge in digital content management integrated RM software solutions as the Manager of Administrative Services for Stellent, Inc., a major content management systems provider. After 11 years Charmaine remains an active member of ARMA, previously serving as Vice President and a Board Member for four consecutive years. Charmaine is based in Boise, ID.



**Paula Lederman, Principal** (ERMm, BSc, MLS, MBA) : Paula is a records manager, librarian, systems analyst and consultant with more than 20 years' experience in all aspects of document management, records management, business process re-engineering and information management. She has been developing classifications, taxonomies, file plans, and retention schedules for a wide variety of clients including municipal, provincial, and federal government agencies and large corporations. Paula is based in Toronto, ON, CA.

See [www.imergeconsult.com](http://www.imergeconsult.com) and click on "About Our Team" for these trainers' detailed bios and resumes.

IMERGE Consulting is a leading analyst firm providing management and technology consulting services, focusing on records management, ECM, business process improvement, and compliance advisory services. We help organizations improve ECM project ROI, clearly define requirements and business case, evaluate software and deploy systems faster. IMERGE does not sell hardware, software, or systems. Our more than 20 offices in major cities across North America are within 90 minutes of 90% of organizations.

**AIIM and ARMA Members:  
Register for any live IMERGE  
ERM Workshop at a Discount!**

Go to [www.imergeconsult.com](http://www.imergeconsult.com) and click on "Education and Registration" at the top right for details about AIIM's ERM workshops, or to register. Call us about quantity discounts!

Outstanding training provided by  
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Questions?  
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