

W13 Applying the Electronic Records as Documentary Evidence Standard

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Since the Electronic Records as Documentary Evidence standard (CAN/CGSB-72.34-2005) appeared in its final form in December of 2005, very few reported cases of applying the standard in the field have appeared. This is a case study from the University of Calgary which demonstrates how this standard was used to test compliance of a document scanning system for student records which makes digital copies of student records available in the university's student information system. The presentation will describe the methods used to conduct the testing and analysis of the system, reports on the findings, and the final outcomes in terms of the impact on records retention requirements for paper and digitized student records. This presentation will also make some comments on the ease of using the standard itself and what can be learned for future compliance testing cases of electronic document management systems. As its final objective this presentation hopes to contribute to a better understanding of the standard and how it can be applied.