Abstract

There are a lot of definitions for Information Management. My notion of information management is that it is concerned with policies, measures and actions concerning creation, processing, management and use of information in an organisation; and with quality of the relations between those policies, measures and actions. With the fast pace of development in the field of information technology the archives of the future are going to be less of paper and more of machine readable records. The compact medium of storage of these data is being seen by many panacea of future archiving problem. With the present computer age and widespread use of computer generated data, electronic records have come to assume a distinct of their own.

Refer
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