



NEWS @ NOON

Wednesday, August 28, 2019

11:15 a.m. to 1:00 p.m.
Holiday Inn Martinsburg
301 Foxcroft Ave.

Modern Document Management *Making it work in your business*



John Laub, PMP, CSM, ITIL v.3
President & CEO
Robert Fernatt, CSM, CSPO,
Vice-president & COO

*Keeping your business documents organized can be a headache. In 2012, [McKinsey reported](#) that **employees spend 1.5 hours every day**—7.5 hours per week on average—searching and gathering information. Put another way, businesses hire 5 employees but only 4 show up to work; the fifth is off searching for answers, but not contributing any value.*

*How can modern document management **make your life easier** and **save your business** time and money? How can you always have the “golden copy” at your fingertips? What about automated workflows, retention and disposition policies, and versioning? How can you protect your clients’ confidential information, such as Personally Identifiable Information (PII)? How can you govern, protect, and monitor your data for organizational and legal compliance? **The answers may be easier to implement than you think!***

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\$18 Chamber Members
\$25 Non-Members

11:15 a.m.	Networking
11:30 a.m.	Lunch Buffet
12:00 p.m.	Program
1:00 p.m.	Adjourn

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Reservations are required. Cancellations will be honored with a full refund if received on the day before each lunch by 12:00 p.m. No-shows and cancellations after the deadline will be charged the full price of the lunch.

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