

Information Management magazine – 2012 Editorial Schedule

January/February 2012

Technology (Exploring new tools like Rypple, Tips, Cloud Services Update)

RIM Fundamentals feature: How to organize shared and network drives – filing 101

Editorial submission deadline.....	Oct. 21, 2011
Ad space deadline.....	Nov. 9, 2011
Ad materials deadline.....	Nov. 23, 2011
To mail by.....	Jan. 6, 2012

Days Out: Nov. 24-25 (Thanksgiving), Dec. 23-Jan. 1 (Christmas/New Year's)

March/April 2012

Guiding Principles: Health of Your Program (Info. Governance)
(Audit Tool [health checkup – timing issue], Mentoring, RIM as a Resource, Increasing Visibility)

HOT TOPIC SUPPLEMENT

RIM Fundamentals feature: How to conduct a records management audit

Editorial submission deadline.....	Jan. 6, 2012
Ad space deadline.....	Jan. 25, 2012
Ad materials deadline.....	Feb. 8, 2012
To mail by.....	March 7, 2012

Days Out: Dec. 23-Jan. 1 (Christmas/New Year's); Jan. 16 (Martin Luther King Day)

May/June 2012

Standards / Best Practices

(ISO 15489 10th anniversary and its impact, MoReq/MoReq2010 –changed/significant, revision to ISO 27000 series, update on ISO TC 46 SC11)

RIM Fundamentals feature: How to use best practices in RM, what is the need, and where do you start – the role of standards in establishing best practices

Editorial submission deadline.....	March 2, 2012
Ad space deadline.....	March 21, 2012
Ad materials deadline.....	April 4, 2012
To mail by.....	May 4, 2012

Days Out: Apr. 6-8 (Easter)

July/August 2012

Personal Development (competencies, education, self-improvement, conference participation)

CONFERENCE BROCHURE SUPPLEMENT

RIM Fundamentals feature: Using the ARMA competencies to determine staffing requirements. What RIM programs are doing to survive hard times

Editorials submission deadline.....	May 4, 2012
Ad space deadline.....	May 23, 2012
Ad materials deadline.....	June 6, 2012
To mail by.....	July 6, 2011

Days Out: May 28 (Memorial Day)

September/October 2012

Compliance / Risk Management (Auditing, BIA, E-Discovery, Litigation)

HOT TOPIC SUPPLEMENT – (Conference Issue – September 23-26, 2012, Chicago)

RIM Fundamentals feature: How to manage information on mobile devices that organizations supply to employees

Editorial submission deadline.....	July 6, 2012
Ad space deadline.....	July 25, 2012
Ad materials deadline.....	Aug. 8, 2012
To mail by.....	Sept. 7, 2012

Days Out: July 4 (Independence Day)

November/December 2012

Information Trends (Forecasting 2013)

(RIM Trends: Web 3.0 – the semantic web, Cloud, Social Media, Mobile Devices, SharePoint 2010's RIM Module [how it is being used])

RIM Fundamentals feature: How to analyze new technologies for records management impacts

Editorial submission deadline.....	Sept. 4, 2012
Ad space deadline.....	Sept. 21, 2012
Ad materials deadline.....	Oct. 5, 2012
To mail by.....	Nov. 7, 2012

Days Out: Sept. 3 (Labor Day); Sept.20-28, 2012 (ARMA Intl' 57th Annual Conference & Expo, Chicago)