



Press Release

For Immediate Release
October 10, 2014

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DEPARTMENT OF ARCHIVES & HISTORY TO CELEBRATE ELECTRONIC RECORDS DAY ON OCTOBER 10, 2014

The Alabama Department of Archives and History (ADAH) and the Council of State Archivists (CoSA) will celebrate the third annual Electronic Records Day on October 10. Electronic Records Day is an opportunity to raise awareness among government agencies, related professional organizations, the general public and other stakeholders about the crucial role electronic records play in documenting our lives.

In celebration of Electronic Records Day and to learn more about electronic records preservation, the following resources and events are provided:

- Visit the ADAH website for guidance and support for managing electronic records in Alabama government agencies:
http://www.archives.alabama.gov/officials/electronic_records.html
- Discover Electronic Records Day resources on the CoSA website:
<http://www.statearchivists.org/seri/ElectronicRecordsDay.html>
- Attend the ADAH's daily presentations on preserving your personal digital archives during the week of October 27. This is in conjunction with Archives Month activities.
 - Monday, October 27 – Keeping Personal Digital Records
 - Tuesday, October 28 – How to Scan Your Personal Collections
 - Wednesday, October 29 – Keeping Personal Digital Photographs
 - Thursday, October 30 – Keeping Personal Electronic Mail
 - Friday, October 31 – Keeping Personal Websites, Blogs, and Social Media
- Check out the ADAH's Facebook page and Twitter feed @AlabamaArchives for information on electronic records and digital preservation.
- Follow Electronic Records Day updates on Twitter #ERecsDay

Alabama law defines public records as “all written, typed, or printed books, papers, letters, documents, and maps made or received in pursuance of law by the public officials of the state, counties, municipalities, and other subdivisions of government in the transactions of public business.” Code of Alabama, 41-13-1. This definition was

further expanded by the adoption of the Uniform Electronic Transactions Act in 2001 by the following: “If a law requires a record to be in writing, an electronic record satisfies the law.” Code of Alabama, 8-1A-7 (c).

Records management standards and principles apply to all forms of recorded information, from creation to final disposition. Electronic records require particular attention, however, because of hardware and software dependence, technical requirements for preservation, or issues about migration. Use this Electronic Records Day to improve your knowledge about electronic records and digital preservation.

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