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Pre-Con: ICRM Prep Workshop

ICRM Certification: From Application to Certification - Parts 1-6
 Certified Records Analyst (CRA) OR Certified Records Manager (CRM)

Date

Sunday, May 31, 2020
 8:30 AM – 4:30 PM

Speakers

Sharon LaPlant, CRM, ICRM President-Elect
Patricia Burns, CRM, ICRM Regent Applicant and Member Relations
admin@icrm.org

Cost

Option		Cost in CAD
Full-day Includes lunch, snack and beverage	ARMA Member	\$349
	Non-member	\$449
Half-day Includes snack and beverage	ARMA Member	\$190
	Non-member	\$240

Location

Hotel Fairmont Winnipeg
 2 Lombard Place.
 Winnipeg, MB R3B 0Y3

Who should attend

IM professionals who want to attain CRA or CRM certification

Description

Exam part	Morning CRA candidates	Afternoon CRM candidates who have CRA	Full day CRM candidates
Part 1: Management Principles and the Records and Information Program (RIM)		☑	☑
Part 2: Records and Information: Creation and Use	☑		☑
Part 3: Records Storage, Retrieval, Conversion and Facilities	☑		☑
Part 4: Records Appraisal, Retention, Protection and Disposition	☑		☑
Part 5: Technology		☑	☑
Part 6: Business Case		☑	☑



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The **Institute of Certified Records Managers (ICRM)** is an international certification body that provides credentials to those working in the RIM profession. After 45 years of service to the RIM profession, ICRM certification continues to be the gold standard for records managers to advance their skills and competencies and, ultimately, their RIM careers.

There is no better way to prepare for the ICRM certification process than to attend sessions designed to equip you with the knowledge, tools and strategies for passing this rigorous examination. The information presented by RIM professionals certified by the ICRM will be invaluable to you as you achieve your certification.

This pre-conference workshop will include an overview of the ICRM Exams associated with the Certified Records Analyst (CRA) and Certified Records Manager (CRM) credentials, including qualifications, application process and a review of the material covered in Parts 1-6, with sample questions.

Attaining ICRM Certification is based on educational background, professional work experience and successful completion of Parts 1-6 for the Certified Records Manager (CRM) or Parts 2-4 for the Certified Records Analyst (CRA).

Morning half-day option: CRA Exam Prep

8:30 AM – 12:00 PM

The ICRM Pre-Conference Exam Prep Workshop (half-day option) contains preparation for the CRA (Parts 2- 4), including qualifications, application process and a review of the material covered in Parts 2, 3 and 4, with sample questions. This half-day option is the morning session of the full-day workshop.

We recommend that all candidates take and pass Parts 2, 3 and 4 to obtain their CRA certification first, then they have an unlimited amount of time to take and pass Parts 1, 5 and 6 for their CRM certification.



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Afternoon half-day option: CRM Exam Prep

1:00 PM – 4:30 PM

The afternoon option is the second-half of the full-day workshop and is best suited for attendees with the CRA certifications and are now continuing to obtain their CRM credentials. The afternoon ICRM Exam Prep Workshop contains preparation for the CRM (Parts 1, 5 and 6), including qualifications, application process and a review of the material covered in Parts 1 and 5 with sample questions.

Parts 1 and 5 each consist of 100 multiple-choice questions and are based on the fundamentals of records and information management practices and represent the best practices in the industry. These questions are chosen as equally as possible from all parts of the Annotated Outlines. An overview of Part 6 is the case study portion of the exam, with strategic tips for passing as well as the Pearson VUE electronic testing environment.

Full-day: CRM/ARMA Canada Pre-Conference Exam Prep Workshop

8:30 AM – 4:00 PM

The ICRM Exam Prep Workshop held as a Pre-Conference event (full-day option) at the ARMA InfoCon CAN contain preparation on Parts 1-6 of the ICRM Exam.

Speaker Biography



Sharon LaPlant CRM - ICRM President-Elect

Sharon LaPlant is the Records Manager for Mercedes-Benz Financial Services in the greater Detroit area. She has held this position since 2007. She also worked as the Record Retention Specialist at DaimlerChrysler Financial Services, as the Records Manager for General Motors and Chrysler Financial. Her knowledge and experience is well documented across the RIM Programs of some of the largest automotive manufacturers in the United States and globally. She has created numerous record retention schedules for several Fortune 500 companies and has worked in all aspects of records management from policy creation to physical records management. Sharon is a long-standing member of ARMA



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International and the Institute of Certified Records Managers (ICRM). She obtained her CRM in 2005, and served for five years as its Regent for Exam Development. You can thank Ms. LaPlant for bringing the concept of the Certified Records Analyst (CRA) to the Board of Regents in 2015 for consideration and deployment.



Patricia Burns, CRM, ICRM Regent Applicant and Member Relations

In 2019, Pat was elected to serve as the Regent, Applicant and Member Relations for the Institute of Certified Records Managers (ICRM). This position is responsible for the approval of applicants wishing to sit for the Certified Records Analyst (CRA) and Certified Records Manager (CRM) exams as well as the management of certification maintenance points that are required to ensure that CRAs and CRMs maintain professional competencies.