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QUESTION 1

A third-party vendor is in possession of an organization\\'s records. Best practice for the organization is to do which of the following? (Choose 2)

- A. Have the third-party vendor manage and retain records in accordance with the vendor\\'s policy.
- B. Have the third-party vendor manage and retain records in accordance with the organization\\'s policy.
- C. Limit the scope of any litigation matter by excluding records retained by a third-party vendor.
- D. Notify the third-party vendor of relevant legal holds and require acknowledgement and action.

Correct Answer: BD

QUESTION 2

Documents that have undergone a format conversion must have accurate and thorough metadata captured in order to demonstrate (Choose 2)

- A. Authenticity
- B. Despeckling
- C. Reliability
- D. Transferability
- Correct Answer: AC

QUESTION 3

Primary benefits of cloud computing include which of the following? (Choose 2)

- A. Agile development
- B. Resource pooling
- C. Global connectivity
- D. Rapid elasticity
- Correct Answer: BD

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QUESTION 4

What are the core challenges faced by business leaders today to establish an Information Workplace? (Choose 2)

- A. Accurate and timely information is not available to support quick response and decision- making.
- B. The technology available is not enough to integrate various sources of structured and unstructured information.
- C. There are multiple data repositories without governance.
- D. An information management strategy or infrastructure is in place.

Correct Answer: AC

QUESTION 5

Tasks that protect electronic records from alteration include

- A. Maintaining custody of the electronic record with the business originator.
- B. Locating the electronic record storage repository in close proximity for efficient access to the information.
- C. Assigning security that precludes accidental or intentional corruption by enabling only user read functionality.
- D. Frequent auditing of check-in and check-out logs.

Correct Answer: C

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