

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Certificate of Course Completion



Sayer Killam

has completed the course

Introduction to Records Management - LOCAL

January 27, 2014

MARK SMITH
DIRECTOR AND LIBRARIAN
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

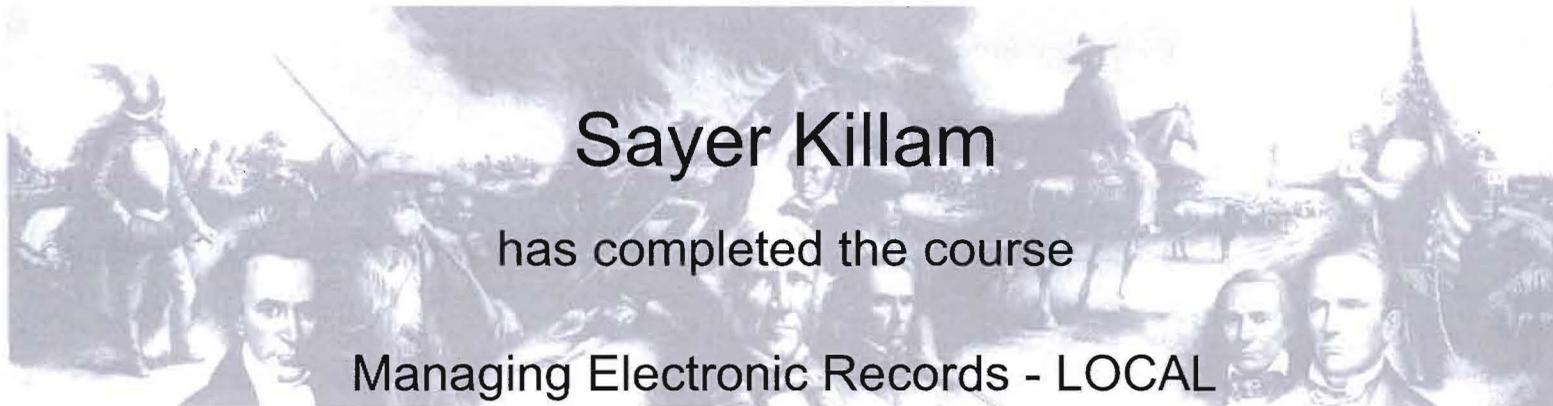
Credit Hours: 3.0

CRAIG A. KELSO
STATE RECORDS ADMINISTRATOR
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Presented by the State and Local Records Management Division

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Certificate of Course Completion



Sayer Killam

has completed the course

Managing Electronic Records - LOCAL

January 27, 2014

Handwritten signature of Mark Smith in black ink.

MARK SMITH
DIRECTOR AND LIBRARIAN
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Credit Hours: 2.0

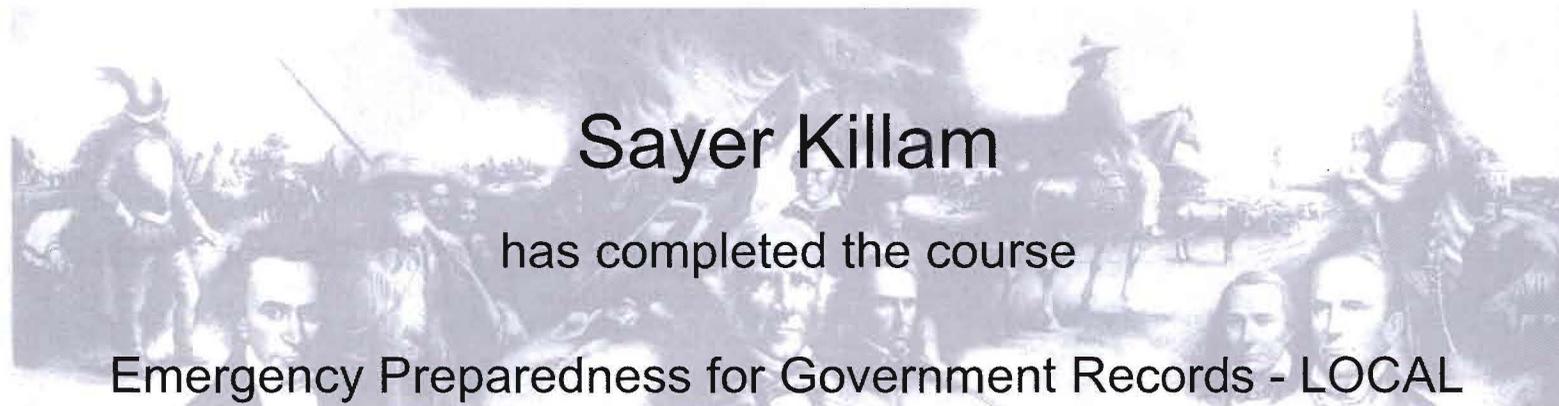
Handwritten signature of Craig A. Kelso in black ink.

CRAIG A. KELSO
STATE RECORDS ADMINISTRATOR
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Presented by the State and Local Records Management Division

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Certificate of Course Completion



Sayer Killam

has completed the course

Emergency Preparedness for Government Records - LOCAL

January 27, 2014

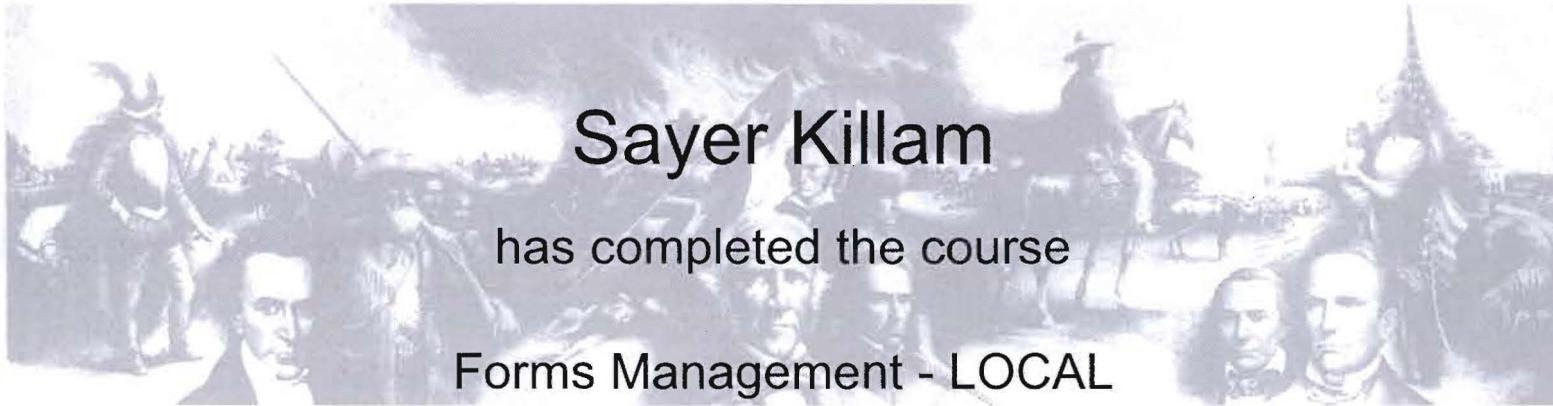
MARK SMITH
DIRECTOR AND LIBRARIAN
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Credit Hours: 3.0
CRAIG A. KELSO
STATE RECORDS ADMINISTRATOR
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Presented by the State and Local Records Management Division

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Certificate of Course Completion



Sayer Killam

has completed the course

Forms Management - LOCAL

January 28, 2014

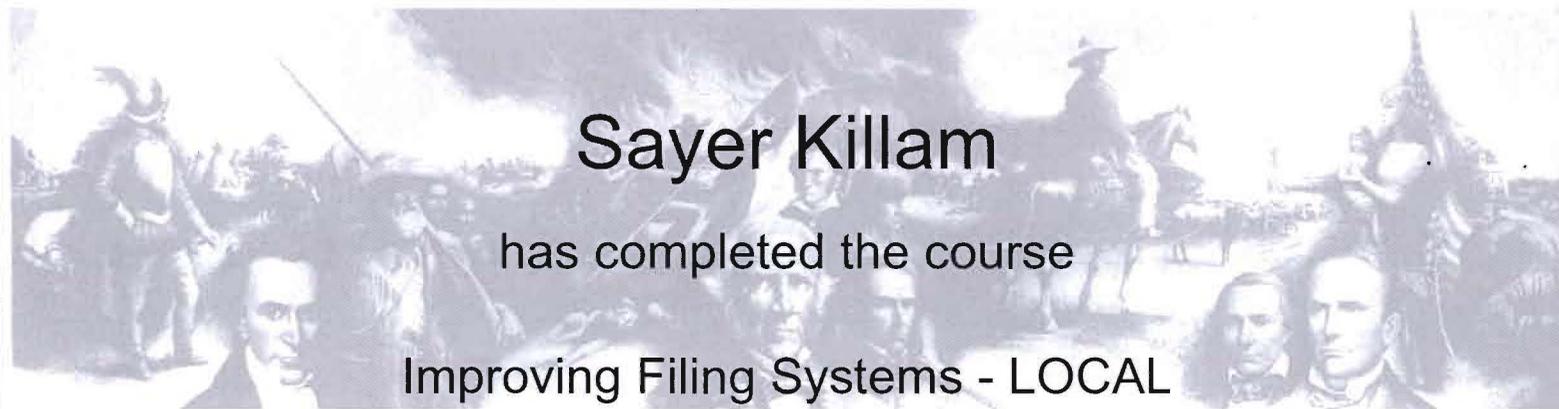
MARK SMITH
DIRECTOR AND LIBRARIAN
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Credit Hours: 2.00
CRAIG A. KELSO
STATE RECORDS ADMINISTRATOR
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Presented by the State and Local Records Management Division

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Certificate of Course Completion



Sayer Killam

has completed the course

Improving Filing Systems - LOCAL

January 28, 2014

MARK SMITH
DIRECTOR AND LIBRARIAN
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

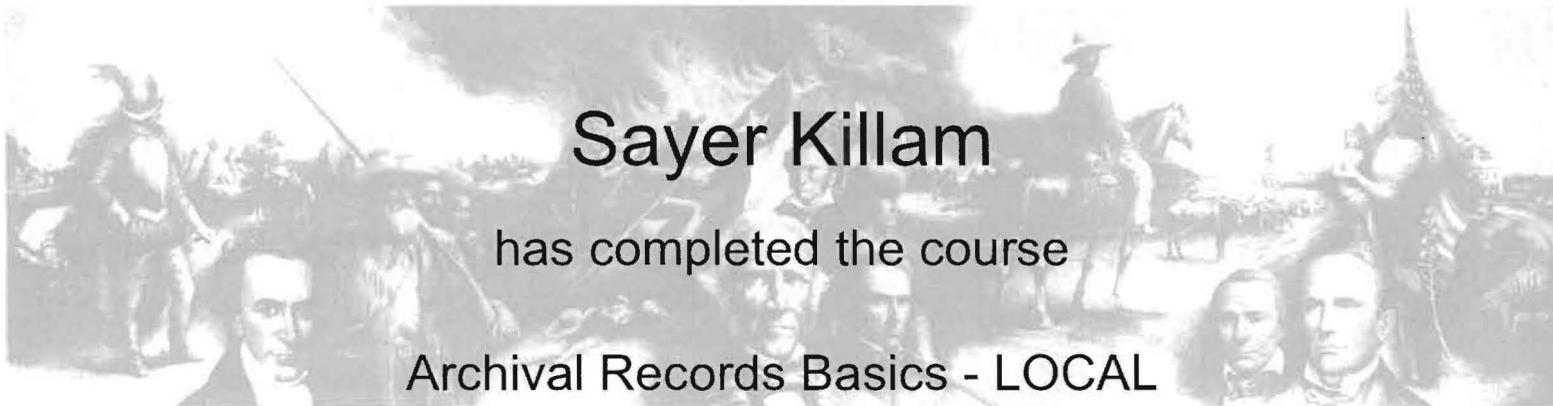
Credit Hours: 2.0

CRAIG A. KELSO
STATE RECORDS ADMINISTRATOR
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Presented by the State and Local Records Management Division

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Certificate of Course Completion



January 28, 2014

MARK SMITH
DIRECTOR AND LIBRARIAN
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Credit Hours: 3.0

CRAIG A. KELSO
STATE RECORDS ADMINISTRATOR
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Presented by the State and Local Records Management Division