



Personal Information Management

By William Jones

University of Washington Press. Paperback. Book Condition: New. Paperback. 340 pages. Dimensions: 9.1in. x 6.0in. x 0.9in. In an ideal world, everyone would always have the right information, in the right form, with the right context, right when they needed it. Unfortunately, we do not live in an ideal world. This book looks at how people in the real world currently manage to store and process the massive amounts of information that overload their senses and their systems, and discusses how tools can help bring these real information interactions closer to the ideal. Personal information management (PIM) is the study and practice of the activities people perform to acquire, organize, maintain, and retrieve information for everyday use. PIM is a growing area of interest as we all strive for better use of our limited personal resources of time, money, and energy, as well as greater workplace efficiency and productivity. Personal information is currently fragmented across electronic documents, email messages, paper documents, digital photographs, music, videos, instant messages, and so on. Each form of information is organized and used to complete different tasks and to fulfill disparate roles and responsibilities in an individual's life. Existing PIM tools are partly responsible for this...



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