

# Opening Gateways: A Practical Guide for Designing Electronic Records Access Programs

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Government information is essential to the work and lives of many people, from scientific researchers to land developers to newspaper reporters. Increasingly, that information is being created and stored in electronic records. This CTG guide is designed to help government agencies develop affordable, manageable, and effective electronic records access programs. **Opening Gateways** details four tools that guide users through the assessment, diagnosis, design, and cost estimation phases of program development. A hypothetical case example demonstrates the practical application of the tools.