**Microsoft® Office SharePoint® Server 2007 - 2010**
**Record Categories Worksheet**

| | | | |
|---|---|---|---|
| Fill this worksheet using the following topics:<br>Develop the file plan | | After filling this worksheet, use it with the following topics:<br>To be determined | |
| Prepared by: | | Date: | |

| Record | Record category | Description | Sites |
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