

Degree	Type	Year
Archival Studies and Information Governance	OB	1

Contact

Name: Irene Brugués Massot

Email: irene.brugues@uab.cat

Teachers

Laura Fortuny Bonet

Teaching groups languages

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Prerequisites

There are no prerequisites.

Objectives and Contextualisation

General objectives

The purpose of the *Foundations of archival* is to provide students with a general, fundamental and essential knowledge about Archival Science. Regarding the first, the content and the methodology should help to clarify the archive-related points of debate and thought as an emerging and consolidated science, such as its subject matter of study, its relations with other sciences, different tendencies and archival schools or terminology. It also provides students with knowledge in Diplomacy, understood as a science that critically analyzes documents.

Specific objectives

L1. Introduction to Archival Science

- Introduce students to the object of study, purpose, methodology and principles of archival discipline.
- To offer a global vision of the historical evolution of archival science.
- Know and identify archives, their types and functions.
- Know and identify archival systems and the SAC.
- Acquire a critical vision and own opinion in relation to the points of debate and reflection in archival science and the profession, especially in the Catalan context.

L2. Diplomats

- Introduce students to object of study, that is Documental Diplomats

- Learn how to recognize the production context of the documents.
- Gain knowledge that provides the basis or opportunity to be original in the development or application of ideas, often in a research context.
- Use the terminology of diplomatics and apply the tools it offers to medieval, modern and contemporary documents.

Learning Outcomes

1. CA01 (Competence) Describe the evolution of archival science and its concepts and fundamental principles.
2. KA01 (Knowledge) Describe the evolution of archival science in the contexts and periods of document production.
3. KA02 (Knowledge) Explain archival science from the production, management and use of documents, information and data.
4. KA03 (Knowledge) Recognise the polyhedral nature of administrative, cultural and social archives from the analysis of documentation and its production.
5. KA04 (Knowledge) Differentiate between different types of archives.
6. SA01 (Skill) Perform a basic diplomatic analysis of documents.
7. SA02 (Skill) Use archival terminology in the different contexts of production and custody.

Content

L1. Introduction to Archival Science

1. Archival as a science
2. Archives
3. Archival Systems
4. Archivistics as a profession

L2. Diplomatics

1. Introduction to Diplomatics: concepts and historiography.
2. Method of critical analysis of the contextual, formal and essential elements of documents.
3. Terminology and characteristics of documents.
4. Trust and authenticity of electronic documents.

Activities and Methodology

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
L1. Interactive lessons	19.5	0.78	CA01, KA01, KA03, KA04, SA02, CA01
L2. Interactive classes	19.5	0.78	KA02, KA03, SA01, SA02, KA02
Type: Supervised			
L1. Practical activities	10.5	0.42	CA01, KA01, KA03, KA04, SA02, CA01

L2. Practical activities	12.5	0.5	KA02, KA03, SA01, SA02, KA02
Type: Autonomous			
L1. Study of resources and reading of bibliography	20	0.8	CA01, KA01, KA03, KA04, SA02, CA01
L2. Study of materials and reading recommended books	18	0.72	KA02, KA03, SA01, SA02, KA02

The module combines three types of training activities. Interactive classes, led by the teacher but with an active participation by the students. Practical activities, in the form of tasks elaborated by students, and autonomous study of both bibliography and other materials related to the subject.

The vehicular language of the subject will be catalan.

This subject includes the gender perspective, since archival science, like any social space, is not alien to power relations and inequalities between people. Being aware of this and of the consequences of our actions as archival professionals is vital to leave more representative archival collections to future generations.

Annotation: Within the schedule set by the centre or degree programme, 15 minutes of one class will be reserved for students to evaluate their lecturers and their courses or modules through questionnaires.

Assessment

Continuous Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
L1. Practical exercises	50 %	25	1	CA01, KA01, KA03, KA04, SA02
L2. Practical exercises	50%	25	1	KA02, KA03, SA01, SA02

The module is based on continued evaluation. If the students do not reach the pass mark, a recovery exam is contemplated.

This subject does not provide for the single assessment system.

In the case the student has not presented a minimum of 2/3 of the evaluable activities, he/she will be considered as not evaluable.

For this course, the use of Artificial Intelligence (AI) technologies is permitted exclusively for support tasks in evaluable activities. The student must clearly identify which parts were generated using this technology, specify the tools used, and include a critical reflection on how these influenced both the process and the final outcome of the activity.

Lack of transparency in the use of AI in the activitys will be considered academic dishonesty and may result in a partial or total penalty on the activity's grade, or more severe sanctions in serious cases.

Bibliography

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L2. Diplomatics

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Software

There is no specific software needed.

Groups and Languages

Name	Group	Language	Semester	Turn
(TE) Theory	1	Catalan	first semester	afternoon