

Degree programme	Type	Course
Archival Studies and Information Governance	OB	1

Contact lecturer

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Teaching staff

Laura Fortuny Bonet

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Group languages

You can consult this information at the [end](#) of the document.

Prerequisites

There are no prerequisites.

Objectives

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. Diplomatics

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

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

Contents

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.

Learning activities and methodology

Title	Hours	ECTS	Learning outcomes
L2. Interactive classes	19.5	0.78	KA02, KA03, SA01, SA02
L1. Study of resources and reading of bibliography	20	0.8	CA01, KA01, KA03, KA04, SA02
L1. Interactive lessons	19.5	0.78	CA01, KA01, KA03, KA04, SA02
L2. Practical activities	12.5	0.5	KA02, KA03, SA01, SA02

L2. Study of materials and reading recommended books	18	0.72	KA02, KA03, SA01, SA02
L1. Practical activities	10.5	0.42	CA01, KA01, KA03, KA04, SA02

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	Weight	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 specific evaluation arrangements for each academic subject will be communicated by each teacher at the start of the academic year.

For this module, the use of Artificial Intelligence (AI) technologies is permitted exclusively for tasks supporting the assessed activities. The student must clearly identify which parts have been generated with this technology, specify the tools used, and include a critical reflection on how these have influenced the process and the final outcome of the activity. Failure to be transparent about the use of AI in assessed work will be considered academic dishonesty and may result in a partial or full penalty on the mark for the work, or more severe sanctions in more serious cases.

The commission of any irregularity in an assessment (academic fraud, plagiarism, or improper use of AI, unless this use is expressly authorised in the course guide), which could lead to a significant change in the mark, will result in the assessment being marked as 0. In the event that the course guide stipulates that obtaining a minimum mark in this assessment is a prerequisite for passing the module or that multiple irregularities occur in the assessments for the same module, the final mark for that module will be 0. In addition, disciplinary proceedings may be initiated against any student who commits any of these irregularities.

Bibliography

L1. Introduction to Archival Science

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L2. Diplomats

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SENNETT, Richard (2012). *Juntos. Rituales, placeres y política de cooperación*: Barcelona: Anagrama; 430p.

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Software

There is no specific software needed.

Course groups and languages

The information provided is provisional until November 30. After this date, you will be able to consult the language of each group through this [link](#). To access the information, you will need to enter the course CODE

Type of teaching	Group	Language	Semester	Shift
(TEm) Theory (master)	1	Catalan	first semester	afternoon