

COURSE/MODULE DESCRIPTION (SYLLABUS)

1.	Course/module Archival databases
2.	University department Institute of History
3.	Course/module code
4.	Course/module type – mandatory (compulsory) or elective (optional) elective
5.	University subject (programme/major) Public history
6.	Degree: (<i>master, bachelor</i>) Master
7.	Year (if applicable)
8.	Semester (<i>autumn, spring</i>)
9.	Form of tuition and number of hours Workshop, 30 h
10	Name, Surname, academic title Prof. dr hab. Przemysław Wiszewski
11	Initial requirements (knowledge, skills, social competences) regarding the course/module and its completion Introduction to infobrokering class completed. Basic computer literacy.
12	Objectives To familiarize students with the main trends of computerization of archives, with standards of bibliographical and archival referencing (MARC, Dublin Core, FOPAR, ISAD (G), ISAAR CPF, EAD) and with the databases used in

	selected archives. Students will be prepared to use and fill-in those databases.	
13 .	Learning outcomes Has knowledge about the archival databases and ways, means and tools of its popularization. Has detailed knowledge about the archival institutions that participate in creating and promoting the knowledge about the archival resources with the use of IT tools. Knows and understands basic terms and principles of the protection of intellectual property and the necessity and rules of copyright management. Has systematic specialized detailed knowledge about the principles of digitalization and about the rules of processing, providing access and promoting historical sources with the use of IT tools. Can search, analyze, evaluate, select and integrate information related to providing access to archival materials through databases. Correctly identifies and solves the dilemmas related to the popularization of knowledge about the archival resources.	Outcome symbols, e.g.: <i>K_W01*</i>, <i>K_U05</i>, <i>K_K03</i> K_W04 K_W06 K_W09 K_W12 K_U01 K_K04
14 .	Content Standards of bibliographical description: MARC, DC. Methods of organizing web data. Standards of archival description FOPAR, ISAD (G), ISAAR, ISAF/ISDF, ISIAH, EAD On-line archival databases The structure of selected databases and methods of record input.	
15 .	Recommended literature	

16 .	Ways of earning credits for the completion of a course /particular component, methods of assessing academic progress: Workshop: practical assignment	
17 .	Language of instruction English	
18 .	Student's workload	
	Activity	Average number of hours for the activity
	Hours of instruction (as stipulated in study programme) : - workshop	30
	student's own work, e.g.: - research outcomes: - reading set literature: - writing course report:	30 30 30
	Hours	120
	Number of ECTS	4

* Key to symbols:

K (before underscore) - learning outcomes for the programme

W - knowledge

U - skills

K (after underscore) - social competences

01, 02, 03 and subsequent - consecutive number of learning outcome