



5.00 credits

15.0 h

Q1

Teacher(s)	François Aurore ;Van Eeckenrode Marie ;
Language :	French
Place of the course	Louvain-la-Neuve
Main themes	<p>The preservation, the management and the access to the documents, records and archives are among the main tasks of the archivist. In recent years, digital technologies have contributed to a renewal of the discipline:</p> <ul style="list-style-type: none"> • by posing new challenges, particularly in terms of permanent digital archiving: managing the dematerialisation of documents in administrations and businesses; managing the diversity of media, forms and formats; preserving the accessibility, readability, integrity, interoperability and authenticity of documents. • by offering new methods and tools for the various facets of document management: finding aids, digitisation, information management, promotion of collections. <p>The course will reflect this dual approach (new challenges, new tools) by encouraging direct contact with the field (visits to services, feedback, presentation of tools).</p>
Learning outcomes	<p>At the end of this learning unit, the student is able to : At the end of this course, students will :</p> <ul style="list-style-type: none"> • be aware of the issues, specificities and challenges of document production and preservation in a digital context, and in particular the concept of digital evidence. • be introduced to the diversity of (retro)digitisation methods and tools, taking into account the variety of media (paper, audiovisual, etc.) • be aware of the intervention mechanisms of the archivist, as a document expert, in the major stages of the life cycle of digital information.
Evaluation methods	Written examination (17/20)supplemented by practical work (3/20).
Teaching methods	Theoretical presentations supplemented, as much as possible, by an opening on fieldwork (service visits, presentations by professionals, etc.).
Content	<p>The course will cover the following content:</p> <ul style="list-style-type: none"> • introduction to issues and concepts related to digital archiving (vulnerability of the digital document, media issues, accessibility, intelligibility and authenticity of information); • (retro)digitization of documents: methods, tools and digitization strategies for different media (paper/text, sound documents, images, video, ...); • inventorying in a digital context (names, techniques, tools); • digital information management (life cycle of native and non-native digital archives); • the management of archival heritage (digitized or native digital).
Faculty or entity in charge	EHAC

Programmes containing this learning unit (UE)				
Program title	Acronym	Credits	Prerequisite	Learning outcomes
Master [120] in Information and Communication Science and Technology	STIC2M	5		
Master [120] in History	HIST2M	5		
Advanced Master in Archival Science, Record Management and Law	ARGD2MC	5		