70. ORGANIZATION AND MANAGEMENT OF ARCHIVES, CATALOGING, AND METADATA OF MANUSCRIPT, PRINT, AND DIGITAL RESOURCES[i]
Level II
Department of History, Archaeology, Geography, Performing and Fine Arts (SAGAS)
Course coordinator
Mauro Guerrini

STUDY PLAN

Subject	Academic Discipline	CREDITS
Contemporary Archival Pathway		**60**
1st Year		
Archival Methodologies	M-STO/08	9
Institutions of Ecclesiastical Archive-keeping	M-STO/08	6
History of archives in modern and contemporary times	M-STO/08	6
Special Archive-keeping (Mod. 1. Health archives - Mod. 2. the archives of madness: methodologies and treatment)	M-STO/08	3+3
Archives and Research (Mod. 1. Historical Methods and Research - Mod. 2. Business Archives)	M-STO/08	3+3
2nd Year		
Applied Archive-keeping	M-STO/08	9
Computer document management	M-STO/08	6
Applied Information Technology for Archives	M-STO/08	6
Contemporary Archive-keeping: Information systems	M-STO/08	6
Modern Library Science Pathway		**60**
1st Year		
Metadata	M-STO/08	6
Conceptual models: from FRBR to IFLA LRM	M-STO/08	6
Cataloging Theory	M-STO/08	6
Authority Control	M-STO/08	6
Cataloging Codes and Metadata Standards	M-STO/08	6
Cataloging the ancient printed book	M-STO/08	6
2nd Year		
Bibliographic universe and publishing	M-STO/08	6
Subject indexing theory	M-STO/08	6
Subjectification	M-STO/08	6
Classification theory and techniques	M-STO/08	6
Ancient Library Science Pathway (Codicological)		**60**
1st Year		
Metadata	M-STO/08	6
Conceptual models: from FRBR to IFLA LRM	M-STO/08	6
Cataloging Theory	M-STO/08	6
Authority Control	M-STO/08	6
Cataloging Codes and Metadata Standards	M-STO/08	6
Cataloging the ancient printed book	M-STO/08	6
2nd Year		
Bibliographic universe and publishing	M-STO/08	6
The writing of books in the Middle Ages and the Renaissance	M-STO/09	6
Principles of manuscript tradition history	L-FIL-LET/13	6
Cataloging the ancient printed book	M-STO/09	6

Subject	Academic Discipline	CREDITS
Total credits for face-to-face teaching		60
Practical activities/seminars		14
Internship		25
Final examination		21
Total credits		120

SINGLE MODULES

Subject	Academic Discipline	CREDITS
Contemporary Archival Pathway		
1st Year		
Archival Methodologies	M-STO/08	9
Institutions of Ecclesiastical Archive-keeping	M-STO/08	6
History of archives in modern and contemporary times	M-STO/08	6
Special Archive-keeping (Mod. 1. Health archives - Mod. 2. the archives of madness: methodologies and treatment)	M-STO/08	3+3
Archives and Research (Mod. 1. Historical Methods and Research - Mod. 2. Business Archives)	M-STO/08	3+3
2nd Year		
Applied Archive-keeping	M-STO/08	9
Computer document management	M-STO/08	6
Applied Information Technology for Archives	M-STO/08	6
Contemporary Archive-keeping: Information systems	M-STO/08	6
Modern Library Science Pathway		
1st Year		
Metadata	M-STO/08	6
Conceptual models: from FRBR to IFLA LRM	M-STO/08	6
Cataloging Theory	M-STO/08	6
Authority Control	M-STO/08	6
Cataloging Codes and Metadata Standards	M-STO/08	6
Cataloging the ancient printed book	M-STO/08	6
2nd Year		
Bibliographic universe and publishing	M-STO/08	6
Subject indexing theory	M-STO/08	6
Subjectification	M-STO/08	6
Classification theory and techniques	M-STO/08	6
Ancient Library Science Pathway (Codicological)		
2nd Year		
The writing of books in the Middle Ages and the Renaissance	M-STO/09	6
Principles of manuscript tradition history	L-FIL-LET/13	6
Cataloging the ancient printed book	M-STO/09	6