LIS 651 Archival Representation, Access & Use - Dr. Tonia Sutherland

Primary Student Learning Outcome: SLO 3 Resources (Core-eligible)

Prerequisites: LIS 654 Records, Archives & Memory

Last ran: Spring 2020
Meeting days and location: Mondays, 1:00-3:30pm; HL 003F

Course objectives:

- Identify, examine, and explain the concept of archival representation and its historical development
- Evaluate and assess the research literature in archival description, access, and use
- Explain the principles of provenance and original order and the contemporary theoretical discussions about these two concepts
- Arrange and describe archival collections of varied formats and forms
- Construct finding aids according to current archival standards and translate them into electronic form using Encoded Archival Description
- Construct policies for access to archival collections and archives' reading rooms
- Apply access policies to address concerns such as the security and reproduction of materials

Required texts:


Required technology:

- Computer with a reliable internet-connection or mobile device with a high-speed connection, at least one up-to-date modern browser, and office productivity software
- Use of Laulima

Teaching methods:

- Lectures, guest lectures, discussion of required readings, class exercises and project, and lab instruction in Encoded Archival Description

Research methods:

- N/A

Major assignments:

- Processing plan
- Finding aid
- Advocacy paper
- Mini grant proposal
ePortfolio-eligible assignment: Finding aid and mini grant proposal [Individual project]