

Academic Year/course: 2021/22

## 25701 - Archive Organisation and Management

### Syllabus Information

**Academic Year:** 2021/22

**Subject:** 25701 - Archive Organisation and Management

**Faculty / School:** 103 - Facultad de Filosofía y Letras

**Degree:** 268 - Degree in Information Management

**ECTS:** 9.0

**Year:** 1

**Semester:** Second Four-month period

**Subject Type:** Compulsory

**Module:**

### 1. General information

### 2. Learning goals

### 3. Assessment (1st and 2nd call)

### 4. Methodology, learning tasks, syllabus and resources

#### 4.1. Methodological overview

See "Learning activities " and "Syllabus".

More information will be provided on the first day of class.

#### 4.2. Learning tasks

- Theoretical lectures.
- Practical lectures.
- Individual work.
- Personal study.
- Assessment activities.

#### 4.4. Course planning and calendar

See the academic calendar of the University of Zaragoza (<http://academico.unizar.es/calendario-academico/calendario>) and the website of the Faculty of Philosophy and Arts (*Schedule of classes*:

<https://fyl.unizar.es/horario-de-clases#overlay-context=horario-de-clases>; Examination schedule: <https://fyl.unizar.es/calendario-de-examenes#overlay-context=>)

More information will be provided on the first day of class.

#### 4.5. Bibliography and recommended resources

<http://psfunizar7.unizar.es/br13/egAsignaturas.php?codigo=25701>