

25739 - Managing Funds and Image Collections

Syllabus Information

Academic year: 2023/24

Subject: 25739 - Managing Funds and Image Collections

Faculty / School: 103 - Facultad de Filosofía y Letras

Degree: 268 - Degree in Information Management

ECTS: 6.0

Year:

Semester: Second Four-month period

Subject type: Optional

Module:

1. General information

Specialized elective subject taught in the last years of the Bachelor's Degree in Information. It includes theoretical and practical contents with which students complete the acquisition of a series of skills, skills and techniques that will allow them to manage sets of funds and collections of images existing in different information units, such as libraries, archives and specialized centers, in which they develop their professional activity.

To this end, the subject is developed from an eminently practical approach, in which the acquisition of basic theoretical knowledge is combined with practice, based on the development of projects.

This subject is related to other subjects such as Fundamentals of Indexing; Pre-coordinated indexing and bibliographic classification; Description of archival documents and Documentary supports.

2. Learning results

The student achieves the following learning results:

- Knows and distinguishes the different types of backgrounds and image collections.
- Identifies the main supports and technical procedures for image production.
- Controls and manages the technical processes of entry, selection, acquisition and management of image copyrights.
- Organizes, classifies and describes backgrounds and image collections.
- Evaluates backgrounds and image collections.
- Manages the use and dissemination of image collections.

3. Syllabus

1. Images in information systems: Theoretical framework and disciplinary approaches.
2. Methods for reading and interpreting images.
3. Sources and resources of information on Photography.
4. Analysis of images and documentary products.
6. Case studies: press photography, documentary photography, advertising photography, scientific-technical photography, illustrations.

4. Academic activities

The work method combines expository techniques and individual and group practical activities.

Lectures are used to explain the topics and clarify doubts after studying the teaching material, as well as to raise and solve difficulties in the practical activities. The practical activities respond to real cases similar to that future professionals will face in real work contexts. Students perform different types of tasks, both individually and in groups, in and out of the classroom.

Learning activities include lectures, practical classes and seminars, individual and group tutorials, and personal work and personal study.

5. Assessment system

FIRST CALL

Continuous assessment system

- Individual written test on theoretical-practical content (portfolio): 40% of the final grade.
- Development of individual projects: 30% of the final grade.

- Development of group projects: 30% of the final grade.

Evaluation criteria: Quality of the contents, systematization of the information, adequate use of bibliography and careful formal presentation.

On a voluntary basis, a work of synthesis and theoretical discussion can be carried out, taking as a starting point the recommended bibliography. The work will be tutored by the teacher and will allow access to the maximum grade.

Global assessment test

The tests consist of the same type of exercises that students have been doing throughout the subject, since are tests directly related to the learning results foreseen for the subject. The exercises will be conducted in one day and will be as follows:

- Individual written test on theoretical and practical content: 70%

- Development of a practical case: 30%

Assessment criteria: Quality of the contents, systematization of the information, adequate use of bibliography and careful formal presentation.

SECOND CALL

Global assessment test: identical to that of the first call.