**Digital Archives Course Guideline (draft)**

Prepared by Jane Zhang for the Curriculum Committee

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*Note: The guideline will be incorporated into the CHIM Course of Study page.*

The digital archives course guideline aims to prepare future archivists with knowledge and skills to work with digital archival collections at cultural heritage or other information settings.

**Learning Objectives**

A: LIS foundation knowledge (551, 553, 555, 557)

B: Archival foundation knowledge/skills

* Archives foundation knowledge
* Electronic records management
* Digital archival acquisition, processing, access and discovery

C: Digital curation and preservation knowledge/skills

* Metadata for digital collections
* Digital libraries foundations
* Digital curation and preservation

D: Computer programming knowledge/skills

* Data processing/scripting
* Web programming
* Database construction and management

**Course Guideline**

|  |  |  |  |
| --- | --- | --- | --- |
| 4 courses  (12 credits) | 4-5 courses  (12-15 credits) | 2-3 courses  (6-9 credits) | 1-2 courses  (3-6 credits) |
| 551  553  555  557 | 615 Metadata  646 Archives Management  648 Digital Curation  652 Foundations of Digital Libraries  761 Electronic Records and Digital Archives | 565 Data on the Web  654 Database Management  753 Programming for Web Applications | Other courses selected from current LIS curriculum |