

Introduction to Archival Science (A005090)

Course size *(nominal values; actual values may depend on programme)*

Credits 5.0

Study time 150 h

Course offerings and teaching methods in academic year 2026-2027

A (semester 1)

Dutch

Gent

lecture

independent work

seminar

Lecturers in academic year 2026-2027

Verfaillie, Joke

LW03

lecturer-in-charge

Lambrecht, Thijs

LW03

co-lecturer

Offered in the following programmes in 2026-2027

[Bachelor of Arts in Art History, Musicology and Theatre Studies](#)

crdts

5

offering

A

[Master of Science in Teaching in Arts and Humanities \(main subject History\)](#)

5

A

[Master of Arts in History](#)

5

A

Teaching languages

Dutch

Keywords

archives, archival institutions / science, archival terminology, archival history, arrangement, description, selection, appreciation, information science, material care.

Position of the course

This course is part of the "Praktijktraject Archivistiek". In this course, students receive an introduction to the theoretical and practical aspects of archival science. Archival science can be described as the (auxiliary) science that studies archival records, archival production, arrangement and description of archives, archives in their context, as well as its relationship to related sciences, best practices regarding storage and consultation of archives, and their history.

Contents

The student is introduced to:

- Archival terminology
- History of archival science & institutions
- Archival science in Belgium
- Arrangement & description of archives
- Selection & appreciation of archives
- Material care

Initial competences

None

Final competences

- 1 To have insight into how archives and heritage institutions work.
- 2 To have insight into the place of history and historians in society.
- 3 To have the ability to indicate the most appropriate types of sources relative to a specific historical research question.
- 4 To have insight into the epistemology and academic practice of historiography.
- 5 To have a basic knowledge of models from the social and historical sciences including sociology, philosophy, literary theory, law, political

sciences, communication sciences, and economics.

6 To have insight into the methodology of history.

7 To have the ability to contextualize historical research and one's own historical practice, and interpret these within a societal reference frame.

8 To have a basic knowledge of the diversity of sources and academic literature (also in another language than Dutch) used in historical research and the specialist skills required to read and interpret sources (also in another language than Dutch).

Conditions for credit contract

Access to this course unit via a credit contract is unrestricted: the student takes into consideration the conditions mentioned in 'Starting Competences'

Conditions for exam contract

Access to this course unit via an exam contract is unrestricted

Teaching methods

Seminar, Lecture, Independent work

Study material

Type: Slides

Name: Slides

Indicative price: Free or paid by faculty

Optional: no

Available on Ufora : Yes

Type: Reader

Name: Reader

Indicative price: Free or paid by faculty

Optional: no

Available on Ufora : Yes

References

Course content-related study coaching

Interactive support via Ufora (forums, e-mail) and in person by electronic appointment.

Assessment moments

end-of-term assessment

Examination methods in case of periodic assessment during the first examination period

Written assessment with open-ended questions

Examination methods in case of periodic assessment during the second examination period

Written assessment with open-ended questions

Examination methods in case of permanent assessment

Possibilities of retake in case of permanent assessment

not applicable

Calculation of the examination mark

Periodical: 100 %, written examination with open questions

Facilities for Working Students

This course is part of a "Praktijktraject"; frequent attendance is required to successfully complete the course. Possibility to take an exam at a different time within the regular exam period. Feedback by appointment.