

# GLIS 649 – Digital Curation

Winter 2018

Tuesdays, 2:30-5:30pm

Room: EDUC 434

Morgannis Graham, [morgannis.graham@mail.mcgill.ca](mailto:morgannis.graham@mail.mcgill.ca)

Office: SIS Building, 3661 Peel, Room B16

Office hours: Wednesdays, 10:30-12:30 and by appointment

**\*\*It is highly recommended to bring a laptop or tablet computer to class. However, if you do not have access to one, you can work with someone who does.\*\***

## Course Description

This course covers the life-cycle and value-added management of digital content for future use, re-use and access. It addresses strategies, principles, and practices of digital preservation, digital curation, institutional repositories, trusted digital repositories, metadata, file formats, and other digital content management. The course consists of group discussions, lectures, guest speakers, a site visit, in-class assignments, hands-on activities, and a final project of the student's choosing.

## Learning Outcomes

- To understand the fundamental principles and strategies for the preservation and curation of digital cultural heritage materials;
- To identify and evaluate major digital curation projects, initiatives, collaborations, and tools;
- To understand and evaluate the characteristics of repositories for institutional and personal digital materials;
- To understand and analyze data curation issues, including the preservation and dissemination of research data, open data initiatives, linked data, big data, and open government;
- To recognize the legal, technical, cultural, and ethical issues related to digital preservation and digital curation in cultural heritage institutions; and
- To apply these concepts within practical exercises in order to build confidence and gain experience.

## Course Evaluation

Specific guidelines for each assignment will be discussed in class and posted on myCourses.

In-class assignments	25%
Reflexive journal	10%
Annotated Zotero citations	10%
Final project	30%
Participation	25%

## Weekly Schedule (subject to modification)

<b>Week 1</b> January 9	Course overview, what is digital curation, trustworthiness, trusted digital repositories (TDRs)
<b>Week 2</b> January 16	Evaluating TDRs, types of repositories, file formats, migration
<b>Week 3</b> January 23	Pre-ingest/ingest, institutional archives, personal archives, user communities, social activism
<b>Week 4</b> January 30	Wikimedia Guest speakers: <b>Sarah Severson</b> , Coordinator Digital Library Services, <i>McGill University</i> <b>Eka Grguric</b> , User Experience and Digital Technologies Librarian, <i>McGill University</i>
<b>Week 5</b> February 6	Metadata, digital scholarship Guest speaker: <b>Jenn Riley</b> , Associate Dean, Digital Initiatives, <i>McGill University</i>
<b>Week 6</b> February 13	Preservation strategies Guest speaker: <b>Tim Walsh</b> , Digital Archivist, <i>Canadian Centre for Architecture</i>
<b>Week 7</b> February 20	Site visit: <b>Bibliothèque et Archives Nationales du Québec</b>
<b>Week 8</b> February 27	Digital curation projects, initiatives, strategies, and tools
<b>Week 9</b> March 6	<b>Reading Week</b>
<b>Week 10</b> March 13	Policies, workflows, project management
<b>Week 11</b> March 20	Data curation, open data, linked data, big data Guest speaker: <b>Berenica Vejvoda</b> , Data and Statistics Librarian, <i>McGill University</i>
<b>Week 12</b> March 27	Access, copyright, privacy, open government, records use-reuse
<b>Week 13</b> April 3	Bringing it all together, careers, the future

McGill University values academic integrity. Students must understand the meaning and consequences of cheating, plagiarism and other academic offences under the Code of Student Conduct and Disciplinary Procedures. Please see <https://www.mcgill.ca/students/srr/academicrights/integrity> for more information.

Students have the right to write all assignments in French.

No extension, delay or late assignments will be accepted. The only acceptable circumstances for an extension or a delay are personal illness and illness in the immediate family (physician's certificate required).

E-mail is one of the official means of communication between McGill University and its students. As with all official University communications, it is the student's responsibility to ensure that time-critical e-mail is accessed, read, and acted upon in a timely fashion. If a student chooses to forward University e-mail to another e-mail mailbox, it is that student's responsibility to ensure that the alternate account is viable.