Archival Information Services

**Suggested Core:**
504 Reference and Information Services
581 Administration and Use of Archival Materials
584 Archival Arrangement and Description

**Suggested Electives:**
458 Instruction and Assistance Systems
507 Introduction to Bibliographic Metadata
518 Community Informatics
582 Preserving Information Resources
586 Digital Preservation
590AV Audio Visual Materials in Libraries and Archives
590CA Community Archives
590EXL Library and Museum Exhibitions
590GN Conservation of General Collections
590RML Records Management

**Experiential Learning:**
Processing and reviewing donated materials
Processing, describing, accessioning items into collection.
Creating finding aids
Reference and research support
Exhibits and marketing/promoting collections
Digitization

**Professional Organizations:**
Society of American Archivists (SAA) – National and Student Chapter
Visual Resources Association
Special Library Association – Knowledge Management Division
ARMA International

**Sample Job Titles:**
Archivist
Records Manager
Digital Archivist
Registrar