INTRODUCTION

Before You Begin

Learning Outcomes

At the end of this course, students will be able to:

- Demonstrate an understanding of the nature and structure of library and archival materials.
- Identify agents of deterioration of library and archival materials (including multimedia collections), as well as accepted preservation functions that help mitigate deterioration.
- Explore treatment and reformatting options available to librarians and archivists.
- Identify the elements of an effective disaster plan, and be aware of methods for preventing, mitigating, and responding to disasters in libraries and archives.
- List the components of a preservation program and describe how they can be incorporated into an organization’s policies.
- Identify basic issues and understand emerging trends in digital preservation
- Demonstrate awareness of the role of preservation in ensuring continued access to digital information.
- Recognize preservation as a central function that has implications throughout libraries and archives.