



Zarqa University
Faculty of Educational Science
Department of Library and Information Science

No. 0512455 Electronic Archives (3 c.h)

This course is intended to introduce students to the importance of archives and their significant role in the preservation of documents and records. Fundamentals and skills required for the application of the rules of electronic archiving. Methods of preserving records and documents. Types of hardware and software used in electronic archiving. International rules, standards and ethical issues of electronic archives. Problems facing electronic archives and recommended solutions.