

Concentration in Archives and Records Management (ARM) (MSIS)

Required Courses	Core Archival Functions Courses (complete at least one course related to each of the archival functions)			
	Reference, Access and User Services	Electronic Records Management	Preservation	Archival Appraisal
161 Tools for Information Literacy or successful completion of Technology Competency Test ** 500 Human Information Interactions 509 Information Retrieval 520 Organization of Information 523 Database Systems I 560 Programming 581 Research Methods Overview 582 Systems Analysis and Design 585 Management for Information Professionals 781 Proposal Preparation and Development (1.5) 992 Master's Paper (topic should be relevant to ARM) Required ARM Concentration Courses 556 Introduction to Archives and Record Management	501 Information Resources & Services 754 Access, Outreach & Public Service in Cultural Heritage Repositories	525 Electronic Records Management	750 Introduction to Digital Curation OR 752 Digital Preservation and Access 753 Preservation of Library & Archive Materials	755 Archival Appraisal INLS 755 is <u>required</u> to complete the ARM concentration
	Archival Description	Systems Analysis	Design and Development of Access & Delivery Systems	
	757 Principles and Practices in Archival Description * INLS 520 should be taken prior to 757.	582 Systems Analysis and Design	465 Understanding IT for Managing Digital Collections OR 765 Information Technology Foundations for Managing Digital Collections (1.5 credits) 509 Information Retrieval 523 Database Systems I 624 Policy-Based Data Management 720 Metadata Architectures and Applications 756 Data Management and Curation	
	Suggested Electives			
	740 Digital Libraries: Principles and Applications 857 Seminar in Rare Book Collections			

****INLS 161 does not count toward the 48 credit hours required for the master's degree**

Notes: Students are encouraged to review the courses offered as INLS 690 or INLS 890 (special topics) each semester, as some of these courses may be relevant to this specialization.

For a complete list of courses visit the [SILS Courses Page](#)