Diploma Programme in Conservation & Digitisation of Written Documentary Heritage
(Palm leaves, Paper, Manuscripts, Books, Cartographs, Drawings)

Objectives of Course

- Skill development in the field of Heritage Conservation and Digitisation
- Generate enough scientifically trained manpower in the field of conservation of heritage materials
- Utilisation of scientifically trained manpower in various projects undertaken by C-DIT
- Compensate for the acute shortage of trained conservators
- Capacity building for those already working in the field of Heritage Conservation and Digitisation

Course Duration: 6 Months
Course Structure:
- 4 Months (Theory + Practical)
- 2 Months Internship

Method of Study
- Theory
- Illustrative Study
- Practical
- Case Studies
- Repository Visits

Method of Assessment
- Assignments
- Seminars
- Exams (Theoretical, Practical)
- Viva Voce
Eligibility
Degree in any discipline

Fee
Rs.30,000 (Can be paid in Two equal Instalments)

Total seats
20 nos [Total 10% seats (one each) is reserved for SC/ST candidates, to be interchanged or reverted, if suitable applicants are not available in either category]

List of Modules

<table>
<thead>
<tr>
<th>Module I</th>
<th>Introduction to Documents, Records &amp; Writing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Module II</td>
<td>Basic Science of Conservation</td>
</tr>
<tr>
<td>Module III</td>
<td>Introduction to Preserving Documents</td>
</tr>
<tr>
<td>Module IV</td>
<td>Curative Conservation Methods</td>
</tr>
<tr>
<td>Module V</td>
<td>Restorative Conservation Methods</td>
</tr>
<tr>
<td>Module VI</td>
<td>Introduction to Computer Applications</td>
</tr>
<tr>
<td>Module VII</td>
<td>Electronic Records Management</td>
</tr>
<tr>
<td>Module VIII</td>
<td>Document Scanning and Digital Archiving</td>
</tr>
<tr>
<td>Module IX</td>
<td>Disaster Planning and Preparedness</td>
</tr>
</tbody>
</table>

Course Learning Outcomes

- Enables learners to acquire knowledge and skills for preservation, conservation and restoration of documentary heritage
- Equips learners to acquire practical skills in various techniques of preserving, conserving and restoring documents
- Transforms a learner into a professionally qualified Conservator
- Learners acquire knowledge on how to digitize legacy paper records.
- Learners understands the development of digital sources and archive repositories.
- Acquires skills in Managing a Digitisation project.
- Meritorious learners may get an opportunity to work in any of the document conservation/digitization projects being undertaken by C-DIT.