Data and documents reuse

Academic Year: (2019 / 2020)   **Review date: 07-05-2020**

Department assigned to the subject: Library and Information Sciences Department

Coordinating teacher: ARAGON GONZALEZ, INES

Type: Electives ECTS Credits : 3.0

Year : 1 Semester : 0

OBJECTIVES

BASIC SKILLS OF THE SUBJECT
CB8. Being able to integrate knowledge and face the complexity of making judgments based on information that, incomplete or limited, includes reflections on social and ethical responsibilities linked to the application of their knowledge and judgment.
CB9. Know how to communicate their conclusions and interests and reasons that support a special and non-special audience in a clear and unambiguous way.

GENERAL COMPETENCES OF THE SUBJECT
CG2. Identify lines of technological innovation in libraries and archives and documentation centers, and undertake possible projects for their development.
CG6. Accept the need for constant self-learning and continuous training as instruments that facilitate adaptation to technological and organizational innovations.
CG8. To value the rigorous and well-done work, when planning, organizing and developing one's own activities, demonstrating initiative, creativity and sense of responsibility, maintaining interest throughout the process, and feeling personal satisfaction with the results achieved.
CG9. Integrate knowledge, make judgments and communicate their conclusions, as well as the latest knowledge and reasons that support them, to specialized and non-specialized audiences in a clear and unambiguous way.

SPECIFIC COMPETENCES OF THE SUBJECT
CE4. Manage the main digital text marking technologies necessary for storage and dissemination in computerized environments.

COURSE LEARNING RESULTS
The student will acquire extensive knowledge on the modalities and legal aspects of the reuse of information and its convergence with the promotion of open data and institutional transparency.

After passing the subject the student should:

1. Know the legal and ethical principles and legislation that supports the reuse of information.
2. Know the main initiatives and projects in the field of re-use of information in the public sector at different administrative and geographical levels.
3. Be able to put forward a project to reuse information and documents.
4. Know how to apply standards and tools that support the standardization and interoperability of data and documents.

After passing the course the student should:

1. Understand the legal and ethical principles and legislation supporting information reuse.
2. Know the main initiatives and projects in the field of information reuse in the public sector at different geographical and administrative levels.
3. Be able to propose an information and documents reuse project.
4. Know how to implement standards and tools that help the standardization and interoperability of data and documents.
5. Know about Open Data principles.

DESCRIPTION OF CONTENTS: PROGRAMME

Common subjects:
- Analysis and design of processes, elements, techniques and controls necessary for the management, reuse and dissemination of open data, documents and digital evidence.

Specific Subjects:

-Theory
 1. Reuse of public sector information.
 2. Relevant national and international reuse projects: access modes and products and services derived from reuse.
 3. Document management and open data.
 4. Tools and standards for data normalization.
 5. Infomediaries. Business opportunities in the context of reusing public information.

- Practices
Analysis of reuse systems and open access to information.

LEARNING ACTIVITIES AND METHODOLOGY

TRAINING ACTIVITIES OF THE STUDY PLAN RELATED TO SUBJECTS
AF1 Individual work for the study of theoretical and practical materials developed and contributed by the teacher
AF2 Individual work for problem solving and case studies
AF3 Theoretical-practical classes
AF4 Tutorials
AF5 Group work
AF6 Active participation in forums enabled by the teacher in the virtual educational platform
AF7 Perform self-assessment test for content review

Code Activity	Nº Total hours	Nº Hours Presencial	% Presencialidad Student
AF1	30	0	0
AF2	50	0	0
AF3	3	3	100
AF4	2	0	0
AF5	0	0	0
AF6	5	0	0
AF7	0	0	0
TOTAL	90	3	3,3

TEACHING METHODOLOGIES
MD1. Exhibitions in the teacher's class with support of computer and audiovisual media, in which the main concepts of the subject are developed and the bibliography is provided to complement the students' learning.
MD2. Critical reading of texts recommended by the teacher of the subject: Press articles, reports, manuals and / or academic articles, either for later discussion in class, or to broaden and consolidate the knowledge of the subject.
MD3. Resolution of practical cases, problems, etc ..., raised by the teacher individually or in a group
MD4. Exposure and discussion in class, under the moderation of the professor of subjects related to the content of the subject, as well as of practical cases
MD5. Elaboration of work and reports individually in group
MD6. Reading of theoretical and practical teaching materials

TUTORING SCHEME
The schedules of the tutorials, adjusted to the requirements of the University, are consulted in the space of the subject in the teaching and learning platform (Global Classroom). In addition to these officially fixed tutorials for the subject, students can request and arrange with the teacher tutorials online or offline outside those schedules.

ASSESSMENT SYSTEM

SE1 Participation in the class and forums in the virtual educational platform
SE2 Individual or group work done during the course
SE3 Carrying out evaluable and scoring questionnaires
SE4 Exam or Final Work *

* The examination of the final work was done in face-to-face mode, at the Carlos III University, and must be surpassed in order to approve the corresponding course.

The weighting of the evaluation tasks, as well as the criteria applicable to both the ordinary and the extraordinary call will be specified in the teacher's guide.

% end-of-term-examination: 30

% of continuous assessment (assigments, laboratory, practicals…):   70

BASIC BIBLIOGRAPHY

- Bustelo, Carlota ; García-Morales, Elisa Administración electrónica y gestión documental. Consideraciones a la luz de la Ley para el Acceso Electrónico de los Ciudadanos a , El profesional de la información, 2008, enero-febrero, v. 17, n. 1, pp. 106-111, 2008
- Ramos Simón, Fernando et al. De la reutilización de información del sector público a los portales de datos abiertos en Europa, Textos universitaris de biblioteconomia i documentació. Nº 29, diciembre de 2012, Disponible en http://bid.ub.edu/29/ramos2.htm