# Archives, Records, and Information Management Specialization Checklist

Below is the proposed program of study, though it may be necessary to make adjustments prior to commencement of course work:

## If you are taking 3 Courses per Semester:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Courses</th>
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</table>
| **Fall 1** | o LBSC 602: Serving Information Needs  
o LBSC 605: Archival Principles, Practices, and Programs  
o LBSC 631: Achieving Organizational Excellence |
| **Spring 1** | o LBSC 671: Creating Information Infrastructures  
o LBSC 781: Access Techniques and Systems for Archives  
o 1 Elective Course: _______________________________ |
| **Fall 2** | o LBSC 684: Archival Arrangement and Description  
o LBSC 785: Documentation, Collection, and Appraisal  
o 1 Elective Course: _______________________________ |
| **Spring 2** | o LBSC 703: Field Study in Archives, Records, and Information Management  
o LBSC 791: Designing Principled Inquiry  
o 1 Elective Course: _______________________________ |

## If you are taking 2 Courses per Semester:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Courses</th>
</tr>
</thead>
</table>
| **Fall 1** | o LBSC 602: Serving Information Needs  
o LBSC 605: Archival Principles, Practices, and Programs |
| **Spring 1** | o LBSC 671: Creating Information Infrastructures  
o LBSC 781: Access Techniques and Systems for Archives |
| **Fall 2** | o LBSC 684: Archival Arrangement and Description  
o LBSC 631: Achieving Organizational Excellence |
| **Spring 2** | o 1 Elective Course: _______________________________  
o 1 Elective Course: _______________________________ |
| **Fall 3** | o LBSC 785: Documentation, Collection, and Appraisal  
o 1 Elective Course: _______________________________ |
| **Spring 3** | o LBSC 703: Field Study in Archives, Records, and Information Management  
o LBSC 791: Designing Principled Inquiry |

For information about when courses will be offered, please refer to the public two-year course plans located at: [http://ischool.umd.edu/content/course-schedules](http://ischool.umd.edu/content/course-schedules)

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