

## Course descriptions

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## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KAPVH/A-boAI-143/22	<b>Course title:</b> Archiving for Students not Specializing in Archiving
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 1 / 1 <b>per level/semester:</b> 14 / 14 <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 4	
<b>Recommended semester:</b>	
<b>Educational level:</b> I., II.	
<b>Prerequisites:</b>	
<b>Course requirements:</b> The student is obliged to attend regular classes during the teaching part of the semester (two unjustified absences are allowed, each additional one must be replaced by a substitute assignment) - if he / she successfully completes the attendance, the student may take the exam. Within the set deadline (by 31 December of the current year), he / she submits in electronic form (in MS Word and PDF format) and then presents and defends the submitted seminar paper in the exam period. The seminar paper must be formally completed in accordance with the provisions of the Rector's Directive of Charles University no. 12/2013 t.j. in basic formal as well as content requirements as a final work. Extent of own seminar work (from introduction to conclusion) 15 to 20 standard pages (1 standard page = 1800 characters). The topic of the thesis is chosen by each student individually after joint consultation with the subject teacher. As a topic it is possible to choose: Processing of a selected topic from a specific field using archival documents. Subsequently, the student will take part in an oral exam, which will consist of lectured topics and issues as well as self-study of literature in terms published through the academic information system. Attendance: 10 points Seminar work: 90 points Final oral exam: 100 points Rating scale: "A" - 200 - 185 points "B" - 184 - 170 points "C" - 169 - 155 points "D" - 154 - 140 points "E" - 139 - 120 points "Fx" - 119 - 0 points Exam dates will be published via AIS no later than the last week of the course parts.	

Violation of academic ethics results in the cancellation of earned points in the relevant item evaluation.

Weight of the intermediate / final evaluation: 50/50

**Learning outcomes:**

Students have general and especially practical knowledge and skills about Slovak and European archiving in the context of studying the study program. They have mastered the basics of studying in the archive, gained an overview of current archival legislation, they know how to orient themselves in the archival information system.

**Class syllabus:**

1. Introduction to the issue - archiving, archiving and their relationship to other disciplines
2. Basic concepts and orientation in them
3. History of archiving in the European area
4. History of archiving in Slovakia
5. Basics of archival theory
6. Archival practice
7. Archiving and relation to other departments
8. Use of archival documents
9. Excursion to the archive - State Archive in Bratislava
10. Excursion to the archive - Archive of the Slovak Academy of Sciences
11. Excursion to the archive - Archive of the city of Bratislava

**Recommended literature:**

HORVÁTH, V. – KARTOUS, P. – WATZKA, J. Ochrana, sprístupňovanie a využívanie archívnych dokumentov. Bratislava 1988. KARTOUS, P. – MRIŽOVÁ, M. Správa registratúrnych záznamov a archívnych dokumentov u ich pôvodcov. Bratislava 2003. NOUGARET, CH. – GALLAND, B.: Les instruments de recherche dans les archives. Paris 1999. Vybrané analytické a syntetické archívne pomôcky, štúdie z časopisov a zborníkov Slovenská archivistika, Archivní časopis a Sborník archivních prací.

**Languages necessary to complete the course:**

**Notes:**

**Past grade distribution**

Total number of evaluated students: 16

A	B	C	D	E	FX
0,0	0,0	12,5	18,75	0,0	68,75

**Lecturers:** Mgr. Martina Orosová, PhD.

**Last change:** 31.03.2022

**Approved by:**

## STATE EXAM DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KAM/A-boAM-900/21	<b>Course title:</b> Bachelor's Degree Thesis Defence
<b>Number of credits:</b> 12	
<b>Educational level:</b> I.	
<b>Course requirements:</b> <p>The student must submit the bachelor's thesis within the deadline specified in the schedule of the current academic year for the relevant date of the state exam. The bachelor thesis is submitted in electronic form via AIS. The work must meet the parameters determined by the internal quality system of Comenius University. The provisions of Article 14 of Internal Regulation no. 5/2020 (Study Regulations of the Faculty of Arts of Comenius University) apply to the evaluation of the bachelor's thesis.</p> <p>The supervisor of the final thesis and its opponent will prepare evaluations of the bachelor's thesis and propose a grade in the A-FX grading scale, which the student receives a minimum of three working days before the defence.</p> <p>Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A</p>	
<b>Learning outcomes:</b> <p>The student has mastered the basic requirements of writing a scientific text in compliance with the rules of academic ethics, is able to work creatively in the field of study in which he completed the study program, and has adequate knowledge and understanding of the relevant issues. The student can apply his skills in the collection, interpretation, and processing of basic scientific literature, or even in its application in practice, or has the ability to solve a partial task related to the focus of the bachelor's thesis. After a successful defence of the bachelor's thesis, the student is able to logically deal with the theoretical background of the bachelor's thesis and respond to questions relating to the relevant issues.</p>	
<b>Class syllabus:</b> <ol style="list-style-type: none"><li>1. The contribution of the bachelor's thesis, the fulfilment of the goals of the thesis in its assignment, and the requirements for the content of the bachelor's thesis given by the internal quality system of Comenius University. The following is assessed: demonstration of knowledge and skills, ability to work creatively in the study program, ability applied in the collection, interpretation, and processing of basic scientific literature; in the case of an empirically oriented bachelor's thesis also mastering the application of theoretical principles in practice and verifiability of hypotheses.</li><li>2. Originality of the work (bachelor thesis must not be plagiarized, must not infringe the copyrights of other authors); the documentation for the defence of the bachelor's thesis also includes protocols of originality from the CRZP and Theses systems, to the results of which the thesis supervisor and the opponent express their opinions in their evaluations.</li><li>3. Correctness and accuracy of citation of used information sources, research results of other authors and group authors, correctness of the description of methods and working procedures of other authors or group authors.</li><li>4. Compliance of the structure of the bachelor's thesis with the prescribed composition defined by the internal quality system of Comenius University.</li></ol>	

5. Respecting the recommended length of the bachelor's thesis (the recommended length of the bachelor's thesis is usually 30 – 40 standard pages = 54,000 to 72,000 characters, including spaces), the adequacy of the length of the thesis is assessed by the thesis supervisor.

6. Linguistic and stylistic level of work and formal adjustments.

The student orally presents the content, achieved goals, and conclusions of the bachelor's thesis, and answers the questions and comments of the thesis supervisor, opponent, or members of the examination committee. The committee will comprehensively evaluate the quality of the bachelor's thesis, assess the method and form of defence, and the student's ability to adequately respond to comments and questions from the evaluations of the thesis supervisor and the opponent. The student receives their final grade based on the average of the assessment of the thesis supervisor and opponent from their evaluations, and the assessment of the examination committee.

**State exam syllabus:**

**Recommended literature:**

Based on the topic of the bachelor thesis

**Last change:** 06.04.2022

**Approved by:**

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KAM/A-boAMD-038/21	<b>Course title:</b> Bachelor's Degree Thesis Seminar 1
<b>Educational activities:</b> <b>Type of activities:</b> seminar <b>Number of hours:</b> <b>per week: 2 per level/semester: 28</b> <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 2	
<b>Recommended semester:</b> 5.	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Course requirements:</b> Active work during the semester (definition and gradual narrowing of the research subject, mastery of work methodology, gradual submission of individual chapters of the future bachelor thesis). The range of bachelor thesis chapters (from the introduction to the agreed part) is approximately 15 to 25 standard pages. Attendance: 10 points Active work at seminars: 90 points Elaboration and submission of a bachelor's thesis: 100 points Evaluation scale: "A" - 200 - 185 points "B" - 184 - 170 points "C" - 169 - 155 points "D" - 154 - 140 points "E" - 139 - 120 points "Fx" - 119 - 0 points The student is required to achieve at least 60 percent overall success in order to complete the course. Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. Scale of assessment (preliminary/final): 100%/0%	
<b>Learning outcomes:</b> Student in cooperation with the teacher will be able to choose a relevant topic, define its content, chronologically and geographically, assess the informative value of relevant historical sources, critically evaluate the literature, get acquainted with the appropriate structure of work, master technical procedures in preparing a bachelor's thesis and gain experience. analysis and critique of sources and literature.	
<b>Class syllabus:</b> <ul style="list-style-type: none"> <li>- Selection of the topic of the bachelor thesis, its definition</li> <li>- Heuristics of sources and literature</li> <li>- Critical evaluation of literature on the chosen topic</li> <li>- Evaluation of relevant historical sources</li> <li>- Structuring and formulating first chapters of the bachelor thesis</li> </ul>	
<b>Recommended literature:</b> ECO, Umberto. Jak napsat diplomovou práci. Praha : Votobia 1997. KATUŠČÁK, Dušan. Ako písať vysokoškolské a kvalifikačné práce. Bratislava : Stimul 1998. Other literature according to the topic of the bachelor thesis.	
<b>Languages necessary to complete the course:</b>	

Slovak					
<b>Notes:</b>					
<b>Past grade distribution</b>					
Total number of evaluated students: 90					
A	B	C	D	E	FX
70,0	12,22	12,22	1,11	3,33	1,11
<b>Lecturers:</b> doc. PhDr. Frederik Federmayer, PhD., prof. PhDr. Juraj Šedivý, PhD., Mgr. Balázs Csiba, PhD., doc. PhDr. Jan Dolák, PhD., doc. Mgr. Ľuboš Kačírek, PhD., Mgr. Lenka Vargová, PhD., Mgr. Martina Orosová, PhD.					
<b>Last change:</b> 09.06.2022					
<b>Approved by:</b>					

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KAM/A-boAMD-039/21	<b>Course title:</b> Bachelor's Degree Thesis Seminar 2
<b>Educational activities:</b> <b>Type of activities:</b> seminar <b>Number of hours:</b> <b>per week: 2 per level/semester: 28</b> <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 2	
<b>Recommended semester:</b> 6.	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Course requirements:</b> Active work during the semester (gradual submission of individual chapters of the future bachelor thesis). Within the set deadline, he / she will submit a bachelor's thesis prepared formally in accordance with the provisions of the Rector's Directive of UK no. 12/2013. The scope of the work (without the list of sources and appendices) is approximately 35 to 65 normpages. Attendance: 10 points Active work in seminars: 90 points Elaboration and submission of a bachelor's thesis: 100 points Rating scale: "A" - 200 - 185 points "B" - 184 - 170 points "C" - 169 - 155 points "D" - 154 - 140 points "E" - 139 - 120 points "Fx" - 119 - 0 points The student is required to achieve a minimum of 60 percent overall assessment success in order to complete the course. Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. Scale of assessment (preliminary/final): 50%/ 50%	
<b>Learning outcomes:</b> Ability to critically analyze sources and literature, define the main problem of the chosen topic, summarize the obtained information and knowledge into a synthesis, conceive and edit the thesis.	
<b>Class syllabus:</b> <ul style="list-style-type: none"> <li>- Methodological issues of the bachelor thesis processing</li> <li>- Issues of ethics of scientific work</li> <li>- Formal and content aspects of the bachelor thesis</li> <li>- Criticism and interpretation of source material</li> <li>- Synthesis of obtained information and knowledge</li> <li>- Conception and editing of the text of the bachelor thesis</li> </ul>	
<b>Recommended literature:</b> ECO, Umberto. Jak napsat diplomovou práci. Praha : Votobia 1997. KATUŠČÁK, Dušan. Ako písať vysokoškolské a kvalifikačné práce. Bratislava : Stimul 1998.	

Other literature according to the topic of the bachelor thesis.					
<b>Languages necessary to complete the course:</b> Slovak					
<b>Notes:</b>					
<b>Past grade distribution</b> Total number of evaluated students: 89					
A	B	C	D	E	FX
69,66	4,49	7,87	2,25	3,37	12,36
<b>Lecturers:</b> doc. PhDr. Frederik Federmayer, PhD., prof. PhDr. Juraj Šedivý, PhD., Mgr. Balázs Csiba, PhD., doc. PhDr. Jan Dolák, PhD., doc. Mgr. Ľuboš Kačírek, PhD., Mgr. Lenka Vargová, PhD., Mgr. Martina Orosová, PhD.					
<b>Last change:</b> 09.06.2022					
<b>Approved by:</b>					

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KAPVH/A- boAMD-007/21	<b>Course title:</b> Digitalization Process of the Archives Heritage
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 1 / 1 <b>per level/semester:</b> 14 / 14 <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 4	
<b>Recommended semester:</b>	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Course requirements:</b> CONDITIONS: - Regular active participation in courses (2 absences possible, each additional one must be replaced by elaboration of a substitute work) + seminar work in the range of 10 to 20 standard pages (1 standard page = 1800 characters) on a topic chosen by the student in consultation with the teacher(s). It must relate to the digitization of the selected archival or museal sources/entities. + oral examination of lectured topics as well as self-study of the recommended literature. RATING: Attendance: 10 points Seminar work: 90 points Final oral exam: 90 points Student is required to achieve at least a 60 percent overall success rate to complete the course. Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. Scale of assessment (preliminary/final): 50/50	
<b>Learning outcomes:</b> - knowledge and skills about digitization as such, especially about digitization of archival and other historical cultural heritage in Slovakia and abroad, - basic practical skills with the preparation as well as the digitization, processing and making available of archival, museal and other historical cultural heritage to the general public.	
<b>Class syllabus:</b> 1. Introduction to digitization (its development and basic terms) 2. Digitization of historical sources 3. Examples of successful digitization projects 4. Methodology of digitization: a) preparation of inventory units for digitization, b) Methods of digitization and technical requirements, c) Postprocessing - editing and processing of digitisates 5. Metadata	

6. Presentation of digitisates and metadata to the public												
7. Memory portals and their use												
8. Practical examples												
9. Excursion to a selected museum and / or archive												
<p><b>Recommended literature:</b>  Metodické pokyny Odboru archívov a registratúr MV SR č.  MAKULOVÁ, Soňa. Digitálne knižnice budúcnosti : nové smery výskumného programu. In: INFOS 2003: 32. medzinárodné informatické sympóziu [online]. [cit. 2008-01-02]. Dostupné na internete: &lt;<a href="http://www.aib.sk/infos/infos2003/15.htm">http://www.aib.sk/infos/infos2003/15.htm</a>&gt;. ISSN 1336-0779  Spolok slovenských knihovníkov. Domáce iniciatívy v oblasti digitalizácie kultúrneho dedičstva [online]. [Cit. 2006 – 02-23]. Dostupné na internete: &lt;<a href="http://www.infolib.sk/index/podstranka.php?id=1079">http://www.infolib.sk/index/podstranka.php?id=1079</a>&gt;  ŠEDIVÝ, Juraj. Moderná a postmoderná koncepcia urbánnych dejín na príklade Bratislavy. In: Jak psát dějiny velkých měst, zost. Radana Červená et alii, Brno 2016, s. 51-72 (dostupné aj online na profile autora na Academia.edu)  VALO, Ján. Digitalizácia a elektronické dokumenty vo výchove a vzdelávaní archivárov, In Memory 2015. - Bratislava : Sport marketing company, 2017. - ISBN 978-80-972770-2-4. - S. 48-56.  VALO, Ján. Prezentácia a možnosti prístupu k digitalizátom archívnych dokumentov, In Zborník Spoločnosti archivárov 2015. - Bratislava : Spoločnosť slovenských archivárov, 2016. - ISBN 978-80-971356-2-1. - S. 118-128.</p>												
<p><b>Languages necessary to complete the course:</b>  Slovak language (if necessary - individual consultations in German or English).</p>												
<p><b>Notes:</b></p>												
<p><b>Past grade distribution</b>  Total number of evaluated students: 48</p> <table border="1"> <thead> <tr> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>E</th> <th>FX</th> </tr> </thead> <tbody> <tr> <td>52,08</td> <td>29,17</td> <td>6,25</td> <td>4,17</td> <td>4,17</td> <td>4,17</td> </tr> </tbody> </table>	A	B	C	D	E	FX	52,08	29,17	6,25	4,17	4,17	4,17
A	B	C	D	E	FX							
52,08	29,17	6,25	4,17	4,17	4,17							
<p><b>Lecturers:</b> prof. PhDr. Juraj Šedivý, PhD., Mgr. Martina Orosová, PhD.</p>												
<p><b>Last change:</b> 08.03.2023</p>												
<p><b>Approved by:</b></p>												

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KEM/A-boMU-001/15	<b>Course title:</b> History of Monument Fund Protection
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 2 / 1 <b>per level/semester:</b> 28 / 14 <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 6	
<b>Recommended semester:</b> 1.	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Antirequisites:</b> FiF.KEKA/A-boMU-004-1/7347/00 FiF.KEKA/A-boMU-008-1/7348/00	
<b>Course requirements:</b> A paper on a selected topic and a term paper submitted in the last week of the semester and a paper in which the student must demonstrate at least a 60% success rate. Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment. Scale of assessment (preliminary/final): 50%/50%	
<b>Learning outcomes:</b> Listeners will acquire knowledge about the individual stages of the development of the monument relationship in the world and in Slovakia, the development of methods and legislation for the protection of the monument fund up to the present day.	
<b>Class syllabus:</b> The emergence and formation of the memory relationship in the history of human society. Currents of thought in the protection of monuments in Europe in ancient and medieval times Modern concepts of monument conservation in European countries and the emergence of legislation The formation of monument conservation in the 19th century in Austria and its activities in Slovakia Development of monument protection in Hungary /institutions, methods, restoration actions/ Pioneers of monument protection in the 19th century and their contribution The origins and development of legislative measures for the protection of monuments until the end of the 19th century Methods of conservation and restoration of monuments, European schools and trends in the 19th century Trends in monument conservation in Europe in the early 20th century - the Austrian school and its representatives European trends in monument conservation and their representatives in the 1st half of the 20th century. 20th century	

Development of restoration methods and theory of monument conservation in the 2nd half of the 20th century  
 International Council on Monuments and Sites ICOMOS and its documents  
 Formation of monument conservation in Slovakia in the interwar period - organization, personalities  
 The war period and the 1940s in Slovakia  
 Establishment of the Institute of Monuments and its activities in the 2nd half of the 20th century.  
 20th century - stages, organization, focus of restoration  
 Development and changes in the organisation of monument protection in the Czech Republic since the 1980s  
 Legislative norms in monument care after 1951  
 Membership of Slovakia in international organizations - ICOMOS, ECOVAST and monument protection  
 Current state of the organisation of monument protection, representatives

**Recommended literature:**

BAKOŠ, Ján: Pamiatky a ideológia. Slovenské pohľady 1991, č.2, s.12-22  
 CIULISOVÁ, Ingrid: Osudy pamiatok Slovenska 1919-1949. Kubko-Goral, Bratislava, 1994  
 JANKOVIČ, Vendelín: Dejiny pamiatkovej starostlivosti na Slovensku v r.1850-1950. Monumentorum Tutela – Ochrana pamiatok 10, 1973, s. 5-82  
 Jubilejný zborník SUPSOP. Bratislava 1981  
 KARASOVÁ, Zuzana: Ideové východiská obnovy pamiatok v 19.storočí. Monumentorum Tutela – Ochrana pamiatok 13, 1988, s. 408-428  
 KRIŽANOVÁ, Eva –PUŠKÁROVÁ, Blanka: Prehľad najzávažnejších pamiatkových akcií v minulosti a v súčasnosti. Monumentorum Tutela – Ochrana pamiatok 13, 1998, s. 5-25  
 KUTLÍK, František: Socialistická zákonnosť v pamiatkovej starostlivosti. SUPSOP Bratislava, 1978  
 Ochrana pamiatok. Medzinárodné dokumenty, odporúčania, charty a rezolúcie. UŠPS Bratislava 1982  
 ŠÁŠKY, Ladislav: Pamiatková starostlivosť. In: Slovensko-Kultúra II. Obzor Bratislava 1980  
 VINTER, Vlastimil: Úvod do dejín a teórie pamiatkovej péče I. , Praha 1971, skr.

**Languages necessary to complete the course:**

Slovak

**Notes:**

Teaching is also partly carried out outside the faculty in the field.

**Past grade distribution**

Total number of evaluated students: 267

A	B	C	D	E	FX
24,72	17,6	22,85	12,36	11,24	11,24

**Lecturers:** doc. Mgr. Ľuboš Kačírek, PhD.

**Last change:** 09.06.2022

**Approved by:**

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025					
<b>University:</b> Comenius University Bratislava					
<b>Faculty:</b> Faculty of Arts					
<b>Course ID:</b> FiF.KEM/A-boMU-005/15		<b>Course title:</b> History of Museum Science			
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 2 / 1 <b>per level/semester:</b> 28 / 14 <b>Form of the course:</b> on-site learning					
<b>Number of credits:</b> 6					
<b>Recommended semester:</b> 2.					
<b>Educational level:</b> I.					
<b>Prerequisites:</b>					
<b>Antirequisites:</b> FiF.KEKA/A-boMU-003-1/7345/00 FiF.KEKA/A-boMU-007-1/7346/00					
<b>Course requirements:</b>					
<b>Learning outcomes:</b>					
<b>Class syllabus:</b>					
<b>Recommended literature:</b>					
<b>Languages necessary to complete the course:</b>					
<b>Notes:</b>					
<b>Past grade distribution</b> Total number of evaluated students: 232					
A	B	C	D	E	FX
10,78	19,4	25,86	14,66	16,81	12,5
<b>Lecturers:</b> doc. Mgr. Ľuboš Kačírek, PhD.					
<b>Last change:</b> 02.06.2015					
<b>Approved by:</b>					

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025					
<b>University:</b> Comenius University Bratislava					
<b>Faculty:</b> Faculty of Arts					
<b>Course ID:</b> FiF.KArch/A-boAE-009/00		<b>Course title:</b> Introduction into Archaeology			
<b>Educational activities:</b> <b>Type of activities:</b> lecture <b>Number of hours:</b> <b>per week:</b> 2 <b>per level/semester:</b> 28 <b>Form of the course:</b> on-site learning					
<b>Number of credits:</b> 3					
<b>Recommended semester:</b>					
<b>Educational level:</b> I.					
<b>Prerequisites:</b>					
<b>Course requirements:</b>					
<b>Learning outcomes:</b>					
<b>Class syllabus:</b>					
<b>Recommended literature:</b>					
<b>Languages necessary to complete the course:</b>					
<b>Notes:</b>					
<b>Past grade distribution</b> Total number of evaluated students: 470					
A	B	C	D	E	FX
24,47	25,11	22,77	13,4	8,72	5,53
<b>Lecturers:</b> Mgr. Martin Bača, PhD.					
<b>Last change:</b> 28.06.2022					
<b>Approved by:</b>					

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KEM/A-boAMD-005/21	<b>Course title:</b> Introduction into Museology
<b>Educational activities:</b> <b>Type of activities:</b> lecture <b>Number of hours:</b> <b>per week: 3 per level/semester: 42</b> <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 3	
<b>Recommended semester:</b> 1.	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Course requirements:</b> 1) During the semester: Seminar paper, which is submitted in the last week of teaching and small assignments during the semester. For the purposes of the seminar paper, the student chooses a museum publication and presents it. Presentation during the last class. (total 50 points) 2) During the examination period: final test (50 points), the student needs to obtain at least 60% success. Classification scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A Weight of interim / final evaluation: 50% / 50% Active participation in lectures (max. 2 absences) - A maximum of two unjustified absences are tolerated. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment. Scale of assessment (preliminary/final): 50%/50%	
<b>Learning outcomes:</b> Students will understand the origin, development and position of museology in our country and in the world, gain an overview of its institutional base and representatives; work with museum and museological literature.	
<b>Class syllabus:</b> Definition of museology, relation to museography Basic terminology of museology and cultural heritage Development of the museum phenomenon and museological thinking The structure of museology as a scientific discipline, important representatives Museology in the system of sciences Interdisciplinarity and multidisciplinary of museology as a science Subject and system of museology studies Theory and methodology of museology Institutional basis of museology in our country, international organizations Current trends and issues Introduction to the management of cultural institutions	

**Recommended literature:**

KAČÍREK, L. – RAGAČ, R. – TIŠLIAR, P.: Múzeum a historické vedy. Krakov 2013, 285s. ISBN 978-83-7490-585-5

BENEŠ, Josef: Základy muzeologie. Slezská univerzita, Opava 1997.

GREGOROVÁ, Anna: Múzeá a múzejníctvo. Martin, Matica slovenská 1984, 308 s.

STRÁNSKÝ, Z. Zbyněk – STRÁNSKÁ, Edita: Základy štúdia muzeológie. UMB Banská Bystrica 2000, 126s. ISBN 80-8055-455-2

WAIDACHER, Friedrich: Príručka všeobecnej muzeológie. SNM Bratislava 1999, 477 s. ISBN 80-8060-015-5

Ochrana, František a kol. Management a hospodárení muzeí. Praha: Karolinum, 2018, 244s. ISBN 978-80-246-3638-2

Burcaw, Ellis G. Introduction to museum work. AltaMira Press, 1983, 210s. ISBN 9780761989264

**Languages necessary to complete the course:**

Slovak

**Notes:****Past grade distribution**

Total number of evaluated students: 51

A	B	C	D	E	FX
27,45	27,45	13,73	7,84	7,84	15,69

**Lecturers:** Mgr. Lenka Vargová, PhD., doc. PhDr. Jan Dolák, PhD.

**Last change:** 20.05.2022

**Approved by:**

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025					
<b>University:</b> Comenius University Bratislava					
<b>Faculty:</b> Faculty of Arts					
<b>Course ID:</b> FiF.KEM/A-boMU-019/15		<b>Course title:</b> Methodology of Visitors Rate Research			
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 2 / 1 <b>per level/semester:</b> 28 / 14 <b>Form of the course:</b> on-site learning					
<b>Number of credits:</b> 5					
<b>Recommended semester:</b> 5.					
<b>Educational level:</b> I.					
<b>Prerequisites:</b>					
<b>Antirequisites:</b> FiF.KEM/A-boMU-042/00					
<b>Course requirements:</b>					
<b>Learning outcomes:</b>					
<b>Class syllabus:</b>					
<b>Recommended literature:</b>					
<b>Languages necessary to complete the course:</b>					
<b>Notes:</b>					
<b>Past grade distribution</b> Total number of evaluated students: 102					
A	B	C	D	E	FX
35,29	28,43	23,53	4,9	6,86	0,98
<b>Lecturers:</b> doc. Mgr. Ľuboš Kačírek, PhD.					
<b>Last change:</b> 02.06.2015					
<b>Approved by:</b>					

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025					
<b>University:</b> Comenius University Bratislava					
<b>Faculty:</b> Faculty of Arts					
<b>Course ID:</b> FiF.KEM/A-boMU-013/15		<b>Course title:</b> Monuments Theory and Protection			
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 2 / 1 <b>per level/semester:</b> 28 / 14 <b>Form of the course:</b> on-site learning					
<b>Number of credits:</b> 5					
<b>Recommended semester:</b> 1.					
<b>Educational level:</b> I.					
<b>Prerequisites:</b>					
<b>Antirequisites:</b> FiF.KEKA/A-boMU-006-1/734A/00 FiF.KEKA/A-boMU-002-1/7344/00					
<b>Course requirements:</b>					
<b>Learning outcomes:</b>					
<b>Class syllabus:</b>					
<b>Recommended literature:</b>					
<b>Languages necessary to complete the course:</b>					
<b>Notes:</b>					
<b>Past grade distribution</b> Total number of evaluated students: 260					
A	B	C	D	E	FX
35,0	24,23	14,62	7,69	8,85	9,62
<b>Lecturers:</b> Mgr. Nela Szabóová, PhD., doc. Mgr. Ľuboš Kačírek, PhD.					
<b>Last change:</b> 02.06.2015					
<b>Approved by:</b>					

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KEM/A-boAMD-017/21	<b>Course title:</b> Museography
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 2 / 1 <b>per level/semester:</b> 28 / 14 <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 4	
<b>Recommended semester:</b> 1.	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Course requirements:</b> 1) During the semester: Presentation and seminar paper (together 30 points), thematically focused on the field of applied museology set in a selected museum. The seminar paper is submitted in the last week of regular semester. Plus small tasks as preparation for classes. 2) In the examination period: Final test (70 points) in which the student needs to obtain at least 60% success. <b>Grading scale:</b> 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A The exact date for continuous evaluation will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period. Active participation in lectures (max. 2 absences) - A maximum of two unjustified absences is tolerated. Three to five absences may be accepted upon presentation of a note from the physician, or a relevant explanation that the teacher will recognize, but additional tasks will be required. More than five absences are not accepted. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment. <b>Scale of assessment (preliminary/final):</b> 30%/70%	
<b>Learning outcomes:</b> Students will master the application of theoretical principles of museology in the practice of museums, as defined by legislative standards. At the same time, they will learn the basics of registration of collections and cultural monuments in accordance with applicable legal standards, including the use of computer technology and information systems.	
<b>Class syllabus:</b> 1. Museography in the system of museology, its definition and components 2. Legislative norms governing museum practice 3. Registration, documentation and cataloging in the museum 4. Collection fund management - depository regime, loans, exports, imports 5. Conservation, preparation and restoration - introduction to the issue	

6. Museum exhibitions and work with the public (visitor research) - introduction to the issue
7. Museum marketing, presentation and promotion of museums
8. Technology in the museum, information systems and multimedia
9. Museum buildings, architecture, operation, security
10. Information system of the monument fund
11. Categorization of collections and cultural monuments

**Recommended literature:**

GREGOROVÁ, Anna. Múzeá a múzejníctvo. Martin, Matica slovenská 1984, 308 s.  
 WAIDACHER, Friedrich. Príručka všeobecnej muzeológie. SNM Bratislava 1999, 477 s. ISBN 80-8060-015-5  
 VADEMECUM MÚZEJNÍKA. Výber z právnych predpisov Slovenskej republiky na ochranu kultúrneho a prírodného dedičstva. SNM Bratislava 2005, 181 s.  
 Zákon o múzeách a galériách č.206/2009 a vyhláška k zákonu č. 523/2009 Z.z.  
 ŽALMAN, Jiří. Kapesní průvodce po muzeu a muzejnictví. Praha: Národní muzeum, 2016, 247s. ISBN 978-80-7036-504-5  
 Running a museum. A practical handbook. ICOM, 2004, 235s. ISBN 92-9012-157-2  
 Etický kódex múzeí, ICOM.  
 JOHNOVÁ, Radka. Marketing kulturního dědictví a umění. Grada, 2008, 288s. ISBN 9788024727240  
 AMBROSE, Timothy, PAINE, Crispin. Museum basics. 3rd ed. London: Routledge, 2012. ISBN 9780415619349.

**Languages necessary to complete the course:**

Slovak with the addition of English literature

**Notes:**

Teaching is also partly carried out outside the building of the Faculty of Arts of Comenius University in museums.

**Past grade distribution**

Total number of evaluated students: 13

A	B	C	D	E	FX
38,46	15,38	15,38	23,08	7,69	0,0

**Lecturers:** Mgr. Lenka Vargová, PhD., doc. Mgr. Ľuboš Kačírek, PhD.

**Last change:** 09.06.2022

**Approved by:**

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KEM/A-boMU-015/15	<b>Course title:</b> Museum Communication
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 2 / 1 <b>per level/semester:</b> 28 / 14 <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 6	
<b>Recommended semester:</b> 4.	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Antirequisites:</b> FiF.KEKA/A-boMU-018-1/7356/00	
<b>Course requirements:</b> Final test. The student has to reach 60% points at least. Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A Two absences are accepted. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.	
<b>Learning outcomes:</b> Students will accept basic forms of museum communication and the theoretical approach toward them (inside and outside communication, exhibition, ostension, museum pedagogy, communication via modern technologies and so on).	
<b>Class syllabus:</b> Theory of museum communication Specifics and forms of museum communication. Presentation and editorial politics. Research of publics and Public Relations. Participation of field disciplines. Exhibition as a system of signs.	
<b>Recommended literature:</b> DOLÁK, Jan: Muzeum a prezentace. Bratislava 2015. BENEŠ, Josef: Múzejní prezentace. Praha 1981. HERČKO, Ivan: Muzealizácia spoločnosti. UMB Banská Štiavnica 2003, 169 s. WAIDACHER, Friedrich: Príručka všeobecnej muzeológie. SNM Bratislava 1999, 477 s. GREGOROVÁ, Jana a kol.: Prezentácia architektonického dedičstva. STU v Bratislave 2003, skr.- 140 s. VINTER, Vlastimil: Úvod do dejín a teórie pamätokovej péče I. , Praha 1971,	
<b>Languages necessary to complete the course:</b>	

SK, EN					
<b>Notes:</b>					
<b>Past grade distribution</b>					
Total number of evaluated students: 123					
A	B	C	D	E	FX
25,2	23,58	25,2	9,76	10,57	5,69
<b>Lecturers:</b> Mgr. Ján Valo, PhD.					
<b>Last change:</b> 17.05.2022					
<b>Approved by:</b>					

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KEM/A-boAMD-018/21	<b>Course title:</b> Museum as an Institution
<b>Educational activities:</b> <b>Type of activities:</b> lecture / seminar <b>Number of hours:</b> <b>per week:</b> 1 / 1 <b>per level/semester:</b> 14 / 14 <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 4	
<b>Recommended semester:</b> 4.	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Course requirements:</b> Seminar paper - PPT presentation focused on the introduction of the selected museum, its analysis through a SWOT analysis and a final paper in which the student must achieve at least 60% success rate. Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment. Scale of assessment (preliminary/final): 50%/50%	
<b>Learning outcomes:</b> To present the functioning of the museum as a memory institution, its focus, the system and division of museums and galleries, as well as individual professional museum institutions.	
<b>Class syllabus:</b> 1. Functions and features of the museum, Basic legal standards 2. The museum's charter of incorporation, Code of ethics for museums 3. Cultural policy of the Slovak Republic in relation to memory institutions 4. System and division of museums and galleries, register of museums and galleries in Slovakia 5. Professional museum institutions 6. Functional buildings of museums in the world and in Slovakia 7. Structure of museum premises 8. Museums in nature / open air museums 9. New museums 10. SWOT analysis	
<b>Recommended literature:</b> BENEŠ, Josef: Múzejní prezentace. Praha 1981. BRABCOVÁ, Alexandra (ed.): Brána muzea otevřená. Průvodce na cestě muzea k lidem a lidí do muzea. Náchod nakladatelství JUKO ve spolupráci s Nadací Open Society Fund Praha, 2003. DOLÁK, Jan: Nová muzeologie a ekomuzeologie. In: Věstník AMG, 2004 č. 1, s. 11-16. Dostupné na internete	

DOLÁK, Jan – HOLMAN, Pavel – JAGOŠOVÁ, Lucie – JŮVA, Vladimír – MRÁZOVÁ, Lenka – ŠERÁK, Michal – ŠOBÁŇOVÁ, Petra: Základy muzejní pedagogiky. Studijní texty. Brno : Moravské zemské muzeum, 2014.

GREGOROVÁ, Anna: Múzeá a múzejníctvo. Bratislava 1984.

JŮVA, Vladimír: Dětské muzeum jako edukační fenomén 21. století. Brno : Paido, 2005.

LALKOVIČ, Marcel: Typológia múzeí. Banská Bystrica : UMB 2005.

ŠOBÁŇOVÁ, Petra: Muzejní expozice jako edukační médium 1. Olomouc : Univerzita Palackého, 2014.

WAIDACHER, Friedrich: Príručka všeobecnej muzeológie. Bratislava : SNM 1999.

Zákon č. 206/2009 o múzeách a galériách a o ochrane predmetov kultúrnej hodnoty v znení neskorších predpisov

Účelové budovy múzeí včera, dnes a zajtra. Zborník z konferencie. Košice : VSM, 2002

**Languages necessary to complete the course:**

Slovak

**Notes:**

Teaching is partly carried out outside the building of the Faculty of Arts of Comenius University in memory institutions.

**Past grade distribution**

Total number of evaluated students: 12

A	B	C	D	E	FX
33,33	33,33	16,67	16,67	0,0	0,0

**Lecturers:** doc. Mgr. Ľuboš Kačirek, PhD.

**Last change:** 09.06.2022

**Approved by:**

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025	
<b>University:</b> Comenius University Bratislava	
<b>Faculty:</b> Faculty of Arts	
<b>Course ID:</b> FiF.KAM/A-boAMD-008/21	<b>Course title:</b> Professional Excursion 1
<b>Educational activities:</b> <b>Type of activities:</b> excursion <b>Number of hours:</b> <b>per week: per level/semester:</b> 5d <b>Form of the course:</b> on-site learning	
<b>Number of credits:</b> 1	
<b>Recommended semester:</b> 2.	
<b>Educational level:</b> I.	
<b>Prerequisites:</b>	
<b>Course requirements:</b> During the semester the student is obliged to attend classes regularly - active participation in several excursions to selected archives and museums in Slovakia or abroad (two unexcused absences are allowed, each additional one must be replaced by a substitute assignment). Submit electronically and subsequently present and defend the submitted seminar paper - which is directly related to the selected archive or museum - by the set deadline (10 May of the current year). The minimum length of the thesis is 7 standard pages. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment. Scale of assessment (preliminary/final): 100%/0%	
<b>Learning outcomes:</b> Getting to know the current archival and museum organization in Slovakia, selected state and other public or private archives as well as other memory and fund institutions, their archival and museum material and activities. Familiarisation with current problems of archival science, museology and archival science.	
<b>Class syllabus:</b> The current organisation of archives and museums in Slovakia Archival Administration - Ministry of the Interior of the Slovak Republic, Department of Archives and Registries Ministry of Culture of the Slovak Republic and its tasks in the field of museology Slovak National Museum and its tasks Public archives - state archives and specialised archives Private archives Municipal museums Tour of selected memory and fund institutions.	
<b>Recommended literature:</b> HERČKO, Ivan a kol. Dejiny múzejnej kultúry na Slovensku. Banská Bystrica : Univerzita Mateja. Bela, 2009.	

PODUŠELOVÁ, Gabriela a kol. 120 rokov Slovenského národného múzea. Bratislava : SNM, 2013.  
 KOLLÁROVÁ, Zuzana – HANUS, Jozef. Sprievodca po slovenských archívoch. Prešov, Universum 1999.  
 STIEBEROVÁ, Mária a kol. Informatívny sprievodca štátnych archívov Slovenskej republiky I., II/1, II/2. Bratislava, MV SR 2000- 2001.  
 RAGAČOVÁ, Júlia a kol. Informatívny sprievodca osobitných archívov Slovenskej republiky. Bratislava, MV SR 2001.  
 Publikovaná archívna legislatíva.

**Languages necessary to complete the course:**

Slovak

**Notes:**

Teaching takes place outside the FiF UK building in the field.

**Past grade distribution**

Total number of evaluated students: 122

A	B	C	D	E	FX
90,98	6,56	1,64	0,0	0,0	0,82

**Lecturers:** doc. Mgr. Ľuboš Kačírek, PhD., Mgr. Lenka Vargová, PhD.

**Last change:** 09.06.2022

**Approved by:**

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025					
<b>University:</b> Comenius University Bratislava					
<b>Faculty:</b> Faculty of Arts					
<b>Course ID:</b> FiF.KEM/A-boMU-009/15		<b>Course title:</b> Professional Training at Museums 1			
<b>Educational activities:</b> <b>Type of activities:</b> practice <b>Number of hours:</b> <b>per week: per level/semester:</b> 10d <b>Form of the course:</b> on-site learning					
<b>Number of credits:</b> 2					
<b>Recommended semester:</b> 2.					
<b>Educational level:</b> I.					
<b>Prerequisites:</b>					
<b>Course requirements:</b>					
<b>Learning outcomes:</b>					
<b>Class syllabus:</b>					
<b>Recommended literature:</b>					
<b>Languages necessary to complete the course:</b>					
<b>Notes:</b>					
<b>Past grade distribution</b> Total number of evaluated students: 133					
A	B	C	D	E	FX
79,7	9,02	3,01	3,01	0,75	4,51
<b>Lecturers:</b> doc. Mgr. Ľuboš Kačírek, PhD.					
<b>Last change:</b> 02.06.2015					
<b>Approved by:</b>					

## COURSE DESCRIPTION

<b>Academic year:</b> 2024/2025					
<b>University:</b> Comenius University Bratislava					
<b>Faculty:</b> Faculty of Arts					
<b>Course ID:</b> FiF.KEM/A-boMU-100/15		<b>Course title:</b> Topical Issues in Museums And Monuments Studies			
<b>Educational activities:</b> <b>Type of activities:</b> seminar <b>Number of hours:</b> <b>per week: 4 per level/semester: 56</b> <b>Form of the course:</b> on-site learning					
<b>Number of credits:</b> 5					
<b>Recommended semester:</b> 3., 5.					
<b>Educational level:</b> I.					
<b>Prerequisites:</b>					
<b>Antirequisites:</b> FiF.KEKA/A-boMU-032-1/7365/00 FiF.KEKA/A-boMU-033-1/7366/00					
<b>Course requirements:</b>					
<b>Learning outcomes:</b>					
<b>Class syllabus:</b>					
<b>Recommended literature:</b>					
<b>Languages necessary to complete the course:</b>					
<b>Notes:</b>					
<b>Past grade distribution</b> Total number of evaluated students: 148					
A	B	C	D	E	FX
66,89	18,92	4,73	3,38	1,35	4,73
<b>Lecturers:</b> Mgr. Lenka Vargová, PhD.					
<b>Last change:</b> 31.01.2022					
<b>Approved by:</b>					