

**COURSE DATA****Data Subject**

Code	33400
Name	Communicative documentation
Cycle	Grade
ECTS Credits	6.0
Academic year	2022 - 2023

Study (s)

Degree	Center	Acad. year	Period
1301 - Degree in Audiovisual Communication	Faculty of Philology, Translation and Communication	1	First term

Subject-matter

Degree	Subject-matter	Character
1301 - Degree in Audiovisual Communication	3 - Communicative documentation	Basic Training

Coordination

Name	Department
LLORCA ABAD, GERMAN	340 - Language Theory and Communication Sciences
LOPEZ OLANO, CARLOS JAVIER	340 - Language Theory and Communication Sciences

SUMMARY

This subject refers, on the one hand, to the fundamental questions that include the field of Philosophy and Theory of science and of research methodology and techniques; On the other hand, it also has as its object the set of questions that are dealt with within the field of knowledge of informative and audiovisual documentation, among others, the peculiarities of the documentary chain, the structure and functioning of documentary institutions and the treatment of documents, in this case audio-visual, even though information and communication technologies are giving transcendental relevance to the creation, management and use of the databases. The specific aspects of the methodology of study and research in communication that make up the contents of this basic subject must be considered as the theoretical and instrumental support for the planning and development of all the subjects of the Degree. For this reason, it is necessary to emphasise that the contents have to be taken into account in the development of the whole of all other subjects, but, above all, they must be applied in the whole learning process of the students of



this specialty and has as its objective more important to provide students with the appropriate competence for study, documentation and research in the whole of the Degree.

PREVIOUS KNOWLEDGE

Relationship to other subjects of the same degree

There are no specified enrollment restrictions with other subjects of the curriculum.

Other requirements

Previous knowledges on the issue are not necessary.

OUTCOMES

1301 - Degree in Audiovisual Communication

- The development of the necessary skills in the field of audiovisual communication to proceed to further postgraduate studies and professional recycling.
- The ability to find, select and systematise any type of audiovisual document in a database, as well as to use it in different audiovisual supports employing digital methods.

LEARNING OUTCOMES

The objectives, and therefore the results, that are intended to be achieved with the development of this subject, as specified in the summary and will be evident in the contents, are theoretical and practical in nature. From the theoretical point of view, the fundamental pretension is to acquire, on the one hand, the necessary competences linked to the institutions, phases and requirements of the documentation and information process and the correct representation of the search results in the corresponding texts or media products; on the other hand, acquire the appropriate training around the requirements that the Philosophy of Science and Communication Sciences assume as valid and pertinent for any process of scientific research and dissemination.

DESCRIPTION OF CONTENTS

1. Documentation and information.

The theory of documentation: perspectives of study. The information: production process and information products. The informative documentation: approximation test.



2. Documentation and the media

The documents, the document: assumptions and criteria for its definition. From information to documentation: the construction of documents. Documentation centers (in the media): structure and functions

3. The documentary analysis

Meaning and transcendence of the documentary analysis. The models of the documentary analysis. The process of processing the documents and the levels of the analysis.

4. Journalistic and audiovisual documentation

From sources to documents. The documentation centers in the audiovisual media. Documentation and audiovisual texts.

5. Documentation and research

Spaces and paradigms: the methods, objects and functions of research. The research processes. The products of the research: configuration and presentation

6. Documentation practices

Development of practices related to the process of documentation and construction of written and audiovisual texts

7. Research practices

Development of practices related to the process of research, analysis and construction of scientific texts

**WORKLOAD**

ACTIVITY	Hours	% To be attended
Theory classes	30,00	100
Computer classroom practice	30,00	100
Development of individual work	20,00	0
Study and independent work	20,00	0
Readings supplementary material	10,00	0
Preparing lectures	20,00	0
Preparation of practical classes and problem	20,00	0
TOTAL	150,00	

TEACHING METHODOLOGY

Cancelled

EVALUATION

Please contact the teacher

REFERENCES**Basic**

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- EL-MIR, A. J. y VALBUENA, F. *Manual de periodismo*. Barcelona: Prensa ibérica.
- FUENTES I PUJOL, E. (1995) (ed.). *Manual de documentación periodística*. Madrid: Síntesis
- GALDÓN, G. (2002). *Teoría y práctica de la documentación informativa*. Barcelona: Ariel
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- LÓPEZ, M. (1995). *Cómo se fabrican las noticias*. Barcelona: Paidós.
- MOREIRO, J. A. (coord.) (2000). *Manual de documentación informativa*. Madrid: Cátedra



- TRAMULLAS, J.; OLVERA, M. D. (2001). Recuperación de la información en internet. Madrid: Ra-Ma, Madrid

Additional

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- CODINA, LL. (1993). Sistemes d'informació documental. Barcelona: Ed. Pòrtic/Media
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- MERLO VEGA , J. A. y SORLI ROJO, A. (1997). Biblioteconomía y documen-tación en internet. Madrid: CSIC
- RUIZ PÉREZ, R. (1992). El análisis documental. Granada: Univ. de Granada