

Documentation Studies

University of Tyumen

Degree or qualification is awarded: **Bachelor in the major "Documentation Studies"**

Language of study: **Russian**

Mode of study: **full-time**

Duration: **4 years**

Availability of free education: **no**

Price: **78,760 RUB per year**

Programme webpage at the university website: <http://abiturient.utmn.ru/napravleniya/97636/>

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Specializations within this programme

Documentation and Management Documentation Provision

- **Documentation and Management Documentation Provision**

The area of professional activities:

- management documentation support and spare archival processes regulation;
- scientific research in the field of documentation and archival studies; creation of local legal framework of management documentation provision;
- documentation of management information;
- the organization of storage, accounting, staffing, value expertise and the use of the Archival Fund.

Objects of professional activity:

- documents created in any documentation way;
- documentation systems;
- systems of informational documentation management;
- reference and searching tools, archival documents.