



University College Dublin  
Ireland's Global University

UCD School of Information and Communication Studies | UCD iSCHOOL



# Professional Certificate Digital Information Management

(One Year Part-Time)

The study of Digital Information Management combines the core of the information professions (the organisation of information resources, management, and systems analysis) along with subject-specific competencies such as data management, digital preservation, and data/digital repositories. We will prepare professionals to work with information creators in organisations and institutions that manage "born digital" items as well as paper documents that have been digitised.

This Professional Certificate Digital Information Management is for people interested in Continuing Professional Development (CPD) and in tackling the challenging issues associated with the maintenance of digital information. The programme will provide graduates with increased opportunities for employment in data management across many sectors.

## Why study at UCD?



### Tradition

Established 1854, with 160 years of teaching & research excellence



### Global profile

UCD is ranked in the top 1% of higher education institutions worldwide



### Global community

Over 6,000 international students from over 120 countries study at UCD



### Global careers

Degrees with high employability; dedicated careers support; Two year stay-back visa for Non-EU students



### Safety

Modern parkland campus with 24 hour security, minutes from Dublin city centre

## Available Online

With very flexible options, you can choose to study this (CPD) Certificate, either 100% online, or choose to study half online (5 credits) and half on a four day intensive course (10 credits). Online classes are on demand, they can be accessed at any time during the semester. On demand courses allow students to balance work and home life while Continuing Professional Development (CPD).

## Course Content and Structure

15 credits  
Taught Cert

5 credits  
Taught Core Modules

10 credits  
Taught Optional Modules

### Core (Online only)

- Intro To Basic Digital Information Management (Self paced, 100% online)

### Option-choose 1

- Digital Curation Tools: Working With Data (4 day intensive course)
- Research Data Management (4 day intensive course)
- Outreach and Communication in Digital Information Management (Self paced, 100% online)





## Career Opportunities

The Professional Certificate in Digital Information Management is designed for working professionals who wish to upskill their abilities to work with 'born digital' and digitised data. The first of its kind in Ireland graduates will be able to progress in their careers as experts in this new area.

Almost one thousand International companies use Ireland as their European base including Google, Twitter, Facebook, Amazon, Yahoo, Apple, Adobe, Microsoft, Hewlett Packard and Intel.

Possible careers for graduates of this programme: Data Manager, Data Librarian, Digital Collections Manager, Research Manager, Information Manager, Content Manager, Information & Systems Management, Information Scientist, Information consultant, Digital librarian, Records Officer, Repository Manager, Data Curator, Data Services Specialist, Metadata Specialist, Digital Repository Librarian, Digital Projects Specialist, Digital Archivist, Collections Manager, Program Manager, Proposal Writer, or Research Administrator.



## Academic Profile

### Dr Amber L. Cushing Director, Digital Information Management Programmes

Dr. Amber L. Cushing's main area of study concerns how individual perceptions of value in digital collections can influence institutional practices in cultural heritage institutions. She serves as the Director of the Msc and Graduate Certificate in Digital Information Management as well as the PhD Programme Coordinator for the UCD School of Information and Communication Studies ICS. She was shortlisted for the European Digital Skills Awards 2017 in the category Digital Skills for ICT Professionals as well as for the GradIreland Higher Education Awards in the 'Best New' Course category. She previously served as Director of the Allenstown, NH Public Library while managing her consulting business, Cushing Information Consulting. She has taught graduate modules in Digital Curation, Information Resources and Services, Archival Access and Technology Issues in Archives. Cushing holds a PhD in Information and Library Science from the University of North Carolina at Chapel Hill, an MLIS with a concentration in Archives Management from Simmons Graduate School of Library and Information Science.

## Student Profile

### Odile Dumbleton, MSc Digital Information Management Graduate

The choice to study Digital Information Management was for me, an easy one. I got my MLS in 2008, but my technology skills needed an update. At UCD I was able to get an MSc for half the price of a Digital Information Management Professional Skills Certificate in the United States. I was fortunate to choose a programme developed and led by Dr. Cushing at UCD's School of Information and Communication Studies and one that has been shortlisted for, best new Postgraduate course 2017 and European Digital Skills Awards 2017. The comprehensive program was both theoretical and practical, and the connections I made are invaluable. It was such a great learning experience that I decided to continue on and pursue a PhD on the topic. This is the only Digital Information Management program in Ireland, and the value is amazing. UCD also participates in the United States Department of Education's Student Loan programs, so funding was not an issue. In the end I paid a third of what I paid for my MLS in the United States, and I was afforded the chance to travel, and make international connections with others in the Digital Information Management community.



## Entry Requirements

This programme is intended for applicants with a second class honours, 2.48 GPA or above, or equivalent in a primary degree in any subject.

Applicants whose first language is not English must also demonstrate English language proficiency of IELTS 6.5 (no band less than 6.0 in each element), or equivalent.

## Contact Us

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## Related Masters

- Digital Information Management
- Graduate Diploma
- Graduate Certificate
- MSc

MSc Information Systems

Master of Library and Information Studies

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