Université Paris-Saclay

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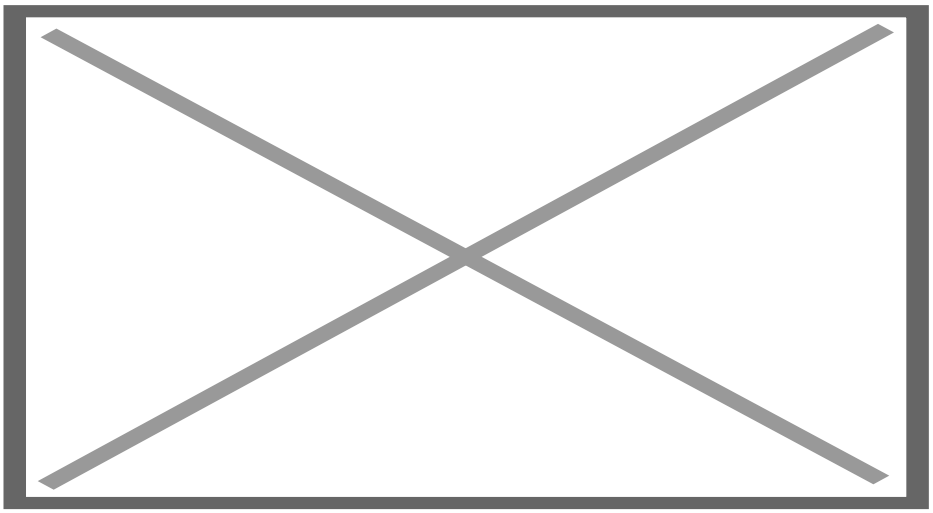
M2 Gestion de l'archivage, des archives et des données

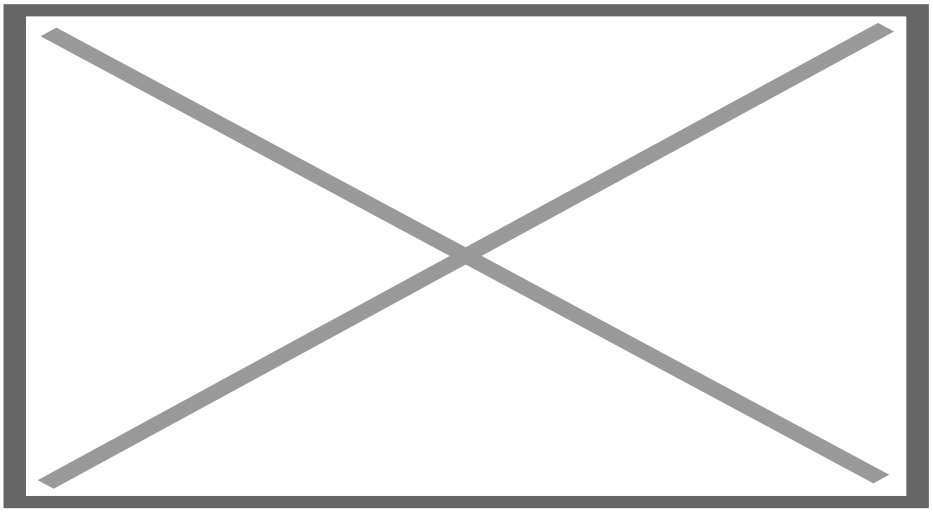
Master's degree
Specialisation Archives
Language(s) of instruction
French

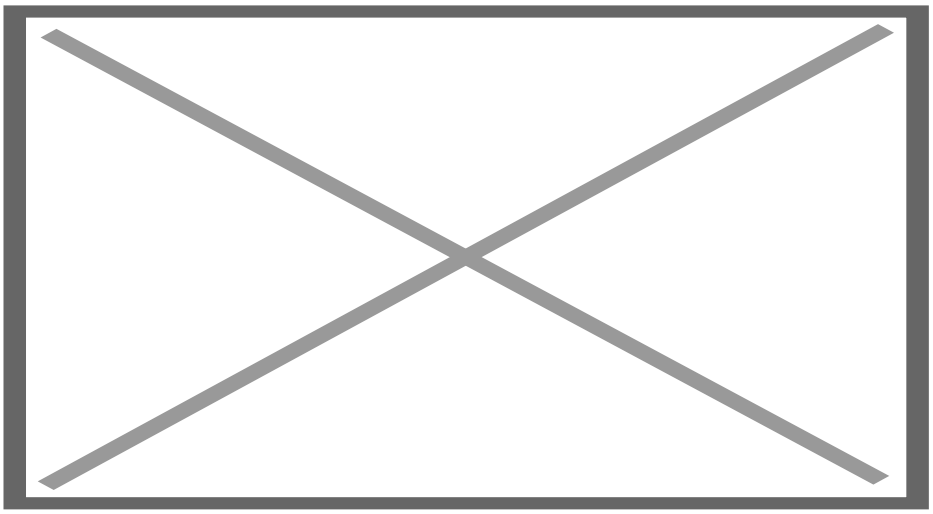
The Master's in Archives at Paris-Saclay University trains multiskilled archivists who can work in a variety of contexts: in the public sector or in private organizations, throughout the document lifecycle and the archival chain (records management, preservation of written heritage, research data management). Ninety percent of graduates are employed within six months of completing a program that combines early professionalization and research-based training.

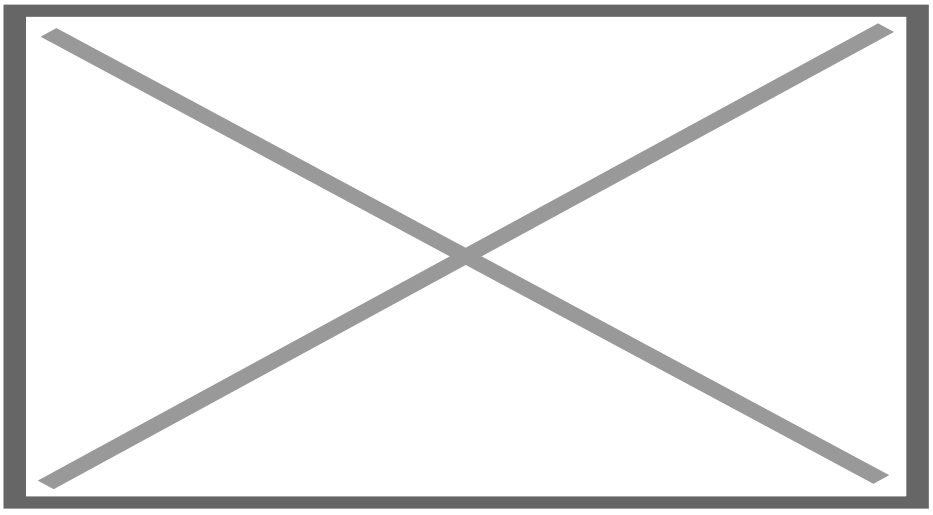
Through constant cooperation with four archive services – the Yvelines Departmental Archives, the Hauts-de-Seine Departmental Archives, the National Archives and the La Poste Group's Engineering and Archive Projects Department – the teaching team offers a progressive specialization in the field of archival science and data management. The M2 year is organised around professional modules, followed by a long internship.

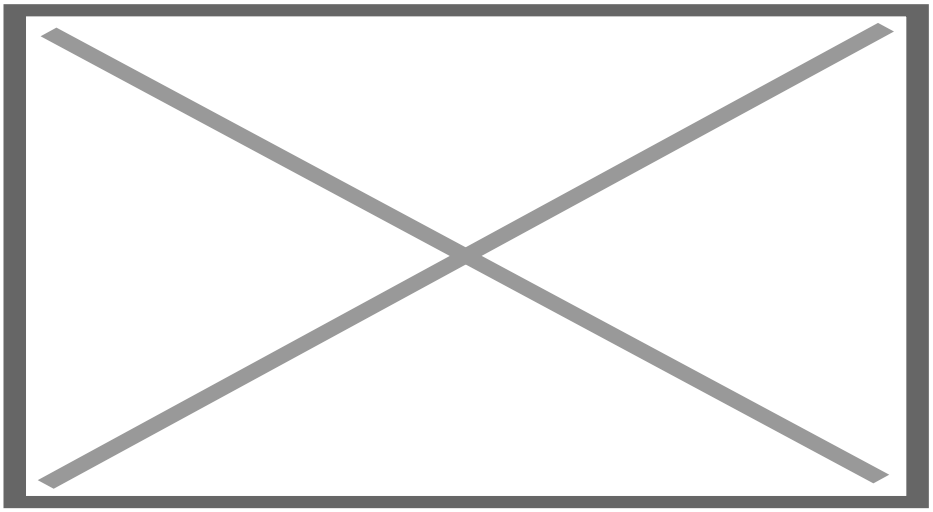
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Information

- Overview
- Application requirements
- Schedule

Présentation

Débouchés

Career prospects

Archivist
Research or Design Engineer
Records manager

Calendar

Start of programme (indicative date)
03/10/2025
Admission

Capacity

Available Places

20

Période(s) de candidature

Inception Platform

From 01/05/2026 to 31/05/2026

Supporting documents

Compulsory supporting documents

Motivation letter.

All transcripts of the years / semesters validated since the high school diploma at the date of application.

Curriculum Vitae.

Additional supporting documents

VAP file (obligatory for all persons requesting a valuation of the assets to enter the diploma).

Supporting documents :
- Residence permit stating the country of residence of the first country
- Or receipt of request stating the country of first asylum
- Or document from the UNHCR granting refugee status
- Or receipt of refugee status request delivered in France
- Or residence permit stating the refugee status delivered in France
- Or document stating subsidiary protection in France or abroad
- Or document stating temporary protection in France or abroad.

Programme

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/pract class
Métiers et concepts des archives Charger le détail	2	Semestre 1	12					
Cadre juridique et obligations légales de l'archivage et des archives Charger le détail	1	Semestre 1	8					

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/pract class
Anglais professionnel (UE internationalisation)	3	Semestre 1		40				

Charger le détail

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	di le c
Principes de diplomatique	1	Semestre 1		6					

Charger le détail

Pratiques de production de l'information	1	Semestre 1		8					

Charger le détail

Organiser la production documentaire	1	Semestre 1		18					

Charger le détail

Evaluation et sélection documentaire	1	Semestre 1		12					

Charger le détail

Définir des stratégies d'archivage	1	Semestre 1		18					

Charger le détail

Projet tutoré : Audit en commune OU Projet de gestion de données scientifiques en laboratoire	3	Semestre 1							

Charger le détail

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	dis lea co

Décrire et classer des fonds d'archives	4	Semestre 1	28

Charger le détail

Projet personnel : Dossier de traitement archivistique (DTA)	8	Semestre 2	

Charger le détail

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	dis lea c
Conservation préventive et curative des fonds	2	Semestre 1	18						

Charger le détail

Régie des fonds, stockage et récolement	1	Semestre 1	6

Charger le détail

Plan d'urgence	1	Semestre 1	3

Charger le détail

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	c
L'accès aux archives : principes et enjeux	1	Semestre 2	8						

Charger le détail

Diffusion et communication	1	Semestre 2	30

Charger le détail

Apprendre à connaître les publics des archives	2	Semestre 2	8

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class

Charger le détail

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class
Questions juridiques : propriété, accès, réutilisation	2	Semestre 1	20					

Charger le détail

Acteurs, infrastructures et interfaces	2	Semestre 2	20					

Charger le détail

Données et métadonnées : traitement numérique et solutions techniques (1)	2	Semestre 1	20					

Charger le détail

Données et métadonnées : traitement numérique et solutions techniques (2)	2	Semestre 2	20					

Charger le détail

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class
Définir un projet de service	1	Semestre 2	8					

Charger le détail

Gérer un projet (UE entreprenariat)	1	Semestre 2	12					

Charger le détail

Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	d
Présenter et synthétiser à l'écrit et à l'oral	1	Semestre 2	8						
Charger le détail									
Les enjeux contemporains de la gestion des archives et des données (séminaire et semaine intensive de la GS HSP)	1	Semestre 2	30						
Charger le détail									
Projet tutoré collectif	2	Semestre 2							
Charger le détail									

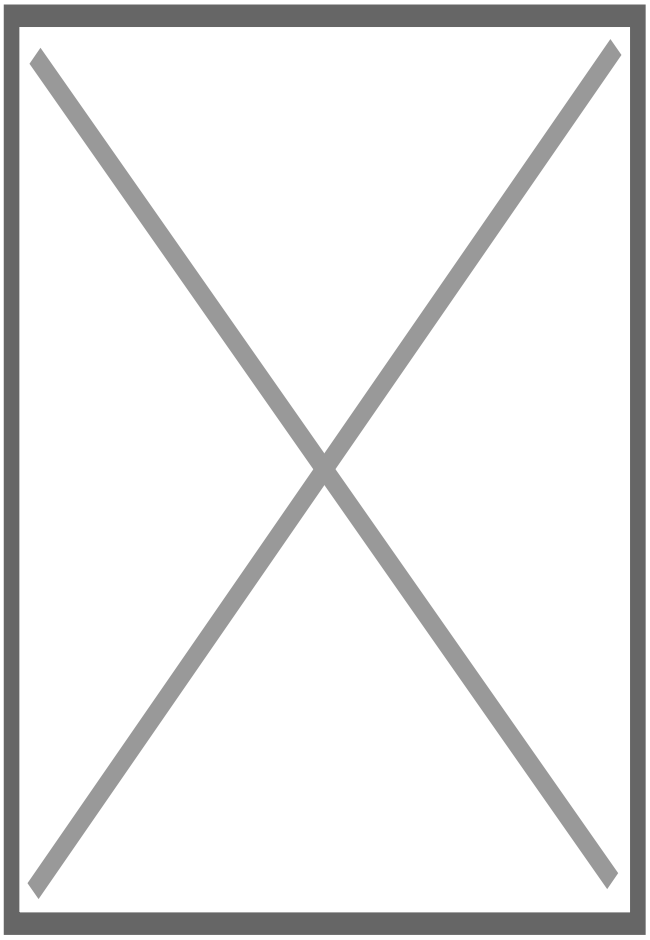
Subjects	ECTS	Semester	Lecture	directed study	practical class	Lecture/directed study	Lecture/practical class	directed study/practical class	distan learni cours
Stage de 4 mois et rapport	20	Semestre 2							
Charger le détail									

Teaching Location(s)

NANTERRE
PIERREFITTE SUR SEINE
GUYANCOURT

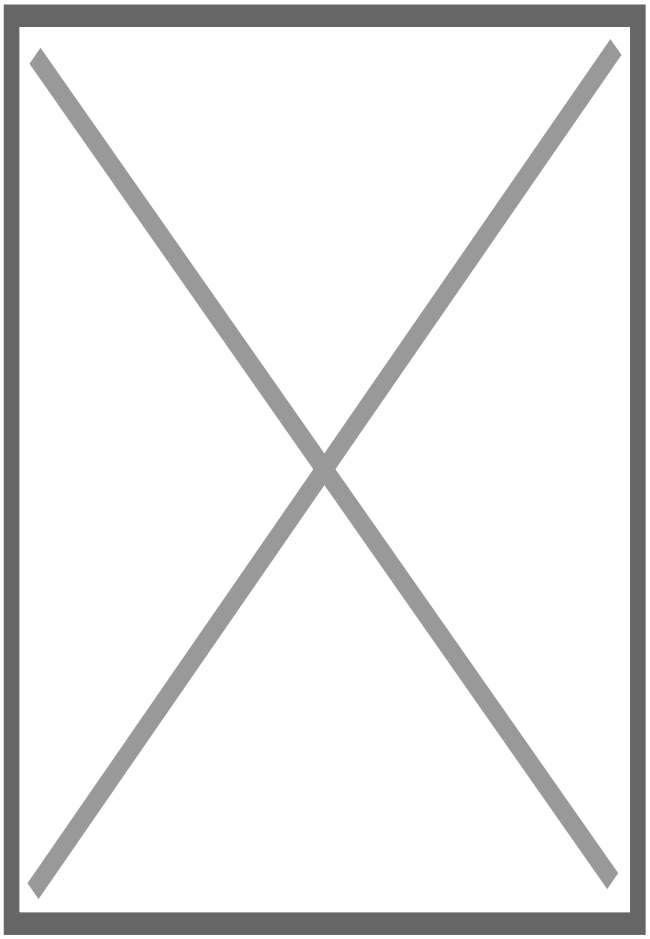
Training campus

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Saclay Moulon

Saclay / Gif-sur-Yvette / Orsay
Bus 4606 / 4609 / 4611 / 5154
RER B Le guichet
Voir
Student restaurant (CROUS)
Library
Sports facilities
Student residence



Saint-Quentin-en-Yvelines

Saint-Quentin-en-Yvelines
Bus 5103, 5150, 5198, 7807
RER C Saint-Quentin-en-Yvelines
Voir
Student restaurant (CROUS)
Student residence
Library

Contact

- **Pauline LEMAIGRE-GAFFIER**
- **Catherine KIKUCHI**

http://www.universite-paris-saclay.fr/formation/master/archives/m2-gestion-de-larchivage-des-archives-et-des-donnees