



The **European Association for Banking and Financial History e.V.** in association with the Rothschild Archives, the Business Archives Council and the School of Library and Information Studies, University College London, is delighted to invite to the

***International Summer School for Archivists***

***The Archivist as a Communicator***

6 – 10 September 2010

***UCL , London***

This course is designed specifically for archivists and record managers and aims to encourage discussion on a wide range of issues. It will be suitable for small to large banks and financial institutions.

**Programme**

This one-week course will be based upon five working days (an average 8 to 9 hours long, breaks included). There will be a maximum of 25 students in the class. All sessions will be conducted in English and a good level of spoken and written English is expected. The Summer School will consist of intensive teaching sessions and participants will be expected to prepare a paper in advance for presentation purposes in this course. Participants will also be required to work in a group on a course-paper to be presented on the last course day. There are three time slots within the programme dedicated to this group work. Participants may also meet beyond the time schedule for the group working. Rooms for the group working are available from 8.30 in the morning. Please find enclosed a detailed programme.

**Venue**

The Summer School will take place in the premises of UCL, University College London, on its central London site in Bloomsbury.

UCL was ranked fourth in the world in this year's Times Higher Education-QS rankings. No fewer than 21 Nobel Prize winners have come from the UCL community.

UCL was founded in 1826 as a radically different university, opening up English higher education for the first time to people of all beliefs and social backgrounds.

UCL's Department of Information Studies offers taught graduate programmes in library and information studies, archives and records management, publishing and electronic communication and undertakes research across all these fields, offering unparalleled opportunities for multi-disciplinary work.

**Registration and Fees**

Please note that participation in the Summer School is limited to 25 participants and that we will proceed on a first come first serve basis.

We look forward to receiving your responses by **15 August 2010**. Enclosed you will find the registration form.

Fees for the Summer School will cover the course itself, course material, lunch, refreshments and participation in the related events:



Members of the EABH 600,00 Euro

Non-members 1.300,00 Euro

### Official Certificate of Attendance

After successfully completing the Summer School, participants will receive a "Certificate of Attendance" signed by Mr. Jean-Claude Trichet, President of the European Central Bank and Chairman of the EABH and Professor David Nicholas, Director of the Department of Information Studies, UC. Please note that this certificate is not a recognised university qualification.

### Hotel Reservation

The fee for the Summer School does not include accommodation costs. Special rates have been agreed with following hotels:

- Goodenough Club in Mecklenburgh Square, WC1 N2AD London, +44 (0)20 7769 4727
- Crescent Hotel in Cartwright Gardens 49-50, London, +44 (0)20 7387 1515

When making your reservation, please refer to the EABH Summer School to profit from the special conditions.

Please visit our website for more details on the International Summer School for Archivists [www.eabh.info](http://www.eabh.info).

We would be delighted to welcome you or an interested colleague to this very promising event in London.

Yours sincerely,

Manfred Pohl  
Deputy Chairman

Marnie Giuranna  
Secretary General