University of Gdańsk

Subject card

Subject name and code	Historical Document Studies up to the End of the 18th Century - seminars, PG_00205569		
Field of study	History		
Date of commencement of studies	October 2026	Academic year of realisation of subject	2026/2027
Education level	Bachelor's studies	Subject group	Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study
Mode of study	full-time studies	Mode of delivery	at the university
Year of study	1	Language of instruction	Polish
Semester of study	2	ECTS credits	1.0
Learning profile	academic	Assessment form	credit
Conducting unit	Division of Methodology of History, History of Historiography and Archival Science -> Institute of History -> Faculty of History -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	prof. dr hab. Rafał Kubicki	
	Teachers	prof. dr hab. Rafał Kubicki	

Lesson types							
	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	15.0	0.0	0.0	0.0	15
	E-learning hours included: 0.0						

Learning activity and number of study hours					
	Learning activity	Participation in didactic classes included in study plan	Participation in consultation hours	Self-study	SUM
	Number of study hours	15	2.0	8.0	25

Subject objectives	The aim of the course is to familiarise students with the development, typology, and external and internal structure of record-keeping forms up to the end of the eighteenth century, with particular emphasis on documents, register books, records of legal acts, and record-creating processes. The course also aims to prepare students to identify, analyse, and interpret historical documentary sources, compile document regesta, and apply the results of such analyses to the arrangement and archival description of historical records.

Learning outcomes

Course outcome	Subject outcome	Method of verification
[HISTL3_W09] Knows and understands, at an advanced level, the methods of analysing and interpreting historical sources, as well as their significance for historical research.	Has advanced knowledge to analyze and interpret historical sources and understands their usefulness in historical research.	[SW1] oral statement/ conversation/discussion [SW3] text preparation/written work
[HISTL3_W04] Has advanced knowledge and understanding of the specific characteristics of selected fields of historical research, such as political history, social history, economic history, cultural history, family history, and gender history.	He is familiar with various research directions in the field of archival science and records management, such as the study of archival processes, including filing and archiving processes, informatology research, including information systems, etc.	[SW1] oral statement/ conversation/discussion [SW3] text preparation/written work
[HISTL3_K02] Is ready to fulfil social and professional obligations related to the chosen specialisation and to co-organise activities serving the community in the areas of education and the promotion of the historical and cultural heritage of Poland, the region, and Europe.	Is able to effectively plan and organize the process of independently acquiring and systematically consolidating knowledge in the field of diplomatics and records studies, using scholarly literature and historical sources.	[SK8] observation of student's independent or team work
[HISTL3_U01] student is able to apply their knowledge to: solve complex and unusual problems in the field of history through the appropriate selection of sources, their critical analysis and the synthesis of information; and formulate and solve problems within their chosen area of professional specialisation	He is able to use the knowledge he possesses: formulate and, through the proper selection of information sources, critical analysis and synthesis, solve complex and unusual problems in the field of archival science, including the study of filing and archiving processes.	[SU1] oral statement/conversation/ discussion [SU3] text preparation/written work
[HISTL3_W08] Knows and understands, at an advanced level, the specialist terminology of historical studies (including terminology in at least one modern foreign language), as well as the terminology of the humanities and social sciences, and the basic concepts expressed in an ancient language.	He has mastered the professional terminology of archival science, as well as the basic terminology specific to information science, and understands the basic concepts in ancient language found in the sources.	[SW1] oral statement/ conversation/discussion [SW3] text preparation/written work
[HISTL3_W02] Has advanced, chronologically and thematically ordered knowledge of the history of ancient and modern Polish lands	He has advanced chronologically and thematically organized knowledge of archival science and records management, including the archival processes taking place in ancient and modern filing systems.	[SW1] oral statement/ conversation/discussion [SW3] text preparation/written work

Subject contents

The seminars focus on the analysis of documents, register books, and records of legal acts created up to the end of the eighteenth century. The course introduces the development, typology, and structure of record-keeping forms characteristic of the periods dominated by individual documents, register books, and records of legal acts. Students learn to identify the principal types of documentary sources and to analyse their external features (writing material, physical form, seals, and methods of authentication) as well as their internal characteristics (diplomatic formulae and documentary clauses). They also acquire the ability to prepare document regesta and to identify and analyse register books and loose records, taking into account their significance for archival arrangement, description, and scholarly interpretation.

Prerequisites and co-requisites

Assessment methods and criteria

Subject passing criteria	Passing threshold	Percentage of the final grade
Works performed during teaching activities	51.0%	75.0%
Participation in problem discussions.	51.0%	25.0%

Recommended reading	Basic literature	A.1. wykorzystywana podczas zajęć Robótka H., Ryszewski B., Tomczak A., Archiwistyka, Warszawa 1989 Metodyka pracy archiwalnej, red. S. Nawrocki i S. Sierpowski, Poznań 2001 Nawrocki S., *Rozwój form kancelaryjnych na ziemiach polskich od średniowiecza do końca XX wieku*, Poznań 1998. A.2. studiowana samodzielnie przez studenta Kopie dokumentów oraz fragmentów ksiąg wpisów z okresu późnego średniowiecza i czasów nowożytnych.
	Supplementary literature	Kętrzyński S., *Zarys nauki o dokumencie polskim wieków średnich*, Warszawa 1934. Maleczyński K., *Zarys dyplomatyki wieków średnich*, Wrocław 1951. Maleczyński K., *Studia nad dokumentem polskim*, Wrocław 1971. Bobowski K., *Średniowieczna dyplomatyka papieska. Przegląd edycji i opracowań*, Studia Źródłoznawcze 16 (1971), s. 171-184. Maleczyński K., Bielińska M., Gąsiorowski A., *Dyplomatyka wieków średnich*, Warszawa 1971.
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

Document generated electronically. Does not require a seal or signature.