



कला यस्मन् प्रतिष्ठितः



# One-Week Workshop on DIGITIZATION AND CONSERVATION OF ARCHIVAL COLLECTIONS

March 23 - 27, 2026

Maulana Azad National Urdu University

Jointly Organized by

- Maulana Azad National Urdu University, Hyderabad
- Jamia Hamdard, New Delhi
- Indira Gandhi National Centre for the Arts, New Delhi  
Ministry of Culture, Government of India



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# ABOUT THE WORKSHOP

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The workshop aims to provide participants with both theoretical insights and hands-on training in the digitization and conservation of archival collections. It brings together experts in heritage preservation, digitization technologies, and conservation practices to address the challenges and opportunities in safeguarding archival materials.

**THE WORKSHOP AIMS  
TO TRAIN PARTICIPANTS  
IN DIGITIZING AND  
CONSERVING ARCHIVAL  
COLLECTIONS**



# KEY THEMES

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- Understanding heritage, culture, and the importance of safeguarding archival collections.
- Fundamentals and advanced techniques of digitization.
- Digital preservation and ethical considerations.
- Remedial conservation: cleaning, mending, and restoration of documents.
- Preventive conservation: environmental control, disaster risk management, and storage solutions.
- Practical sessions on digitization, metadata, image editing, and conservation methods.

**SAFEGUARDING  
HERITAGE THROUGH  
DIGITIZATION,  
PRESERVATION, AND  
HANDS-ON  
CONSERVATION  
SKILLS**



# PROGRAMME HIGHLIGHTS

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- **Day 1**

Inaugural Session, Introduction to Heritage, Culture, and Conservation Concepts.

- **Day 2**

Preventive Conservation.

- **Day 3**

Remedial Conservation – Techniques and Case Studies.

- **Day 4**

Digitization (Basics, Standards, and Advanced Practices) with Hands-on Training.

- **Day 5**

Digital Preservation Challenges and Valedictory Session



# WHO CAN PARTICIPATE?

- Archivists, librarians, museum professionals, and curators
- Research scholars, faculty members, and students of heritage studies
- Professionals working in digitization, documentation, and cultural preservation

## REGISTRATION DETAILS

- **Registration Fee**  
₹2,000 (including 18% GST)
- **Number of Participants**  
Limited to around 100 on a first-come-first-served basis
- **Last Date for Registration**  
March 15, 2026
- **Guidelines**
  - Registration will be confirmed only if the enclosed registration form is duly filled out and payment is received in full.
  - The registration fee does not include accommodation charges.
  - The registration fee includes tea and lunch.



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## BANK DETAILS

- **A/c. No:** 187901000007601
- **IFSC:** IOBA0001879
- **Bank:** INDIAN OVERSEAS BANK
- **Address:** Maulana Azad National Urdu Campus,  
Gachibowli, Hyderabad - 500032

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# STEERING COMMITTEE



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Hon'ble Vice Chancellor, MANUU



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Member Secretary, IGNCA



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Registrar, MANUU



**Chairperson**  
Workshop Advisory Committee  
**Prof. P. Fazul Rahaman**  
Honorary Director, Saiyid Hamid Library, MANUU



**Chairperson**  
Organizing Committee  
**Dr. Faisal Mustafa**  
Incharge University Librarian, MANUU

## Workshop Directors



**Dr. Akhtar Parvez**  
University Librarian, Jamia Hamdard



**Dr. Achal Pandya**  
Professor and Head of Division  
(Conservation & Cultural Archives), IGNCA



## Organising Secretaries

- Dr. Ayesha Sultana, Deputy Librarian, MANUU
- Dr. Mohammad Aadil Khan, Deputy Librarian, MANUU
- Dr. Ali Raza, Assistant Librarian, MANUU
- Dr. Wasim Raja, Professional Assistant, MANUU

## Contact Information

### Dr. Ali Raza

Assistant Librarian, Saiyid Hamid Library, MANUU  
E-mail: [aliraza@manuu.edu.in](mailto:aliraza@manuu.edu.in)



9457278464



Directions to MANUU Campus, Hyderabad



**Maulana Azad National Urdu University**  
**Gachibowli, Hyderabad - 500 032, Telangana, India**



**[fmfarooki@manuu.edu.in](mailto:fmfarooki@manuu.edu.in)**



**<https://mannu.edu.in>**



# REGISTRATION FORM

## One-Week Workshop on Digitization and Conservation of Archival Collections

March 23 – 27, 2026

Maulana Azad National Urdu University, Hyderabad



[Click to Register Online](#)

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### PARTICIPANT INFORMATION

Title	<input type="checkbox"/> Prof. <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/>
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Name	
Designation	
Affiliation	
Mobile	
Telephone	
Email	

Address:

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Date: \_\_\_\_\_

Signature: \_\_\_\_\_

### PAYMENT DETAILS

Bank	INDIAN OVERSEAS BANK
Branch	Gachibowli
Account	187901000007601
IFSC Code	IOBA0001879
Address	Maulana Azad National Urdu Campus, Gachibowli, Hyderabad 500032



Indian Delegate – Rs. 2000 (including 18% GST)

PLEASE E-MAIL REGISTRATION FORM TO:

Dr. Ali Raza | E-mail: [aliraza@manuu.edu.in](mailto:aliraza@manuu.edu.in)