



Dir. DF/FTLI

Call for applications to the Summer School in INTEGRATING TRADITIONAL AND DIGITAL APPROACHES IN MANUSCRIPT STUDIES (INTRADAMS) a. y. 2023-2024

THE RECTOR

- Having regard to Presidential Decree no. 162 dated 10 March 1982, and in particular article 1, paragraph 2, point (c), and articles 16 and 17, pertaining to advanced courses;
- Having regard to art. 6 of Law no. 341 dated 19 November 1990;
- Having regard to Ministerial Decree no. 270 dated 22 October 2004, containing new rules governing the educational autonomy of Universities and replacing Ministerial Decree no. 509 dated 3 November 1999;
- Having regard to the Statute of the University of Milan, issued by Rector's Decree on 15 March 2012, as subsequently amended and supplemented;
- Having regard to the Academic Regulations of the University of Milan, issued by Rector's Decree no. 1208 dated 4 March 2020;
- Having regard to the Regulations for Master Programmes, Advanced Courses and Lifelong Learning, issued by Rector's Decree no. 1737 dated 23 April 2020;
- Having regard to the resolutions passed by the Academic Senate, at its meeting of 15 November 2023, and by the Board of Directors, at its meeting of 29 November 2023, with which these academic bodies authorised the institution of the Summer School in INtegrating TRAditional and Digital Approaches in Manuscript Studies (INTRADAMS) for the a. y. 2023/2024

HEREBY DECREES AS FOLLOWS:

The Summer School in INtegrating TRAditional and Digital Approaches in Manuscript Studies (INTRADAMS) will run for the academic year 2023/2024, starting on 3 June 2024. The coordinators are: Prof. Marta Luigina Mangini, associate professor in the scientific-disciplinary sector M-STO/09 - Palaeography; Prof. Marta Calleri, associate professor in the scientific-



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disciplinary sector M-STO/09 - Palaeography; Dr. Giacomo Vignodelli, fixed-term research fellow in the scientific-disciplinary sector M-STO/01 - Medieval History.

Objectives

The Summer School aims to give historical, textual, graphic and material knowledge of books and documents, thanks to the interaction between historical, palaeographical, codicological and philological-textual exegesis on one hand, and computer-based data management and processing, digital diagnostics, applied physics and materials science on the other hand.

Participants will discover the latest developments in the areas of palaeography, codicology, archiving, cataloguing and exegesis of sources, as well as techniques of physical analysis and image processing of cultural heritage. They will be able to apply such knowledge to develop innovative ways to explore, investigate, analyse and enhance the manuscript heritage. The course has been developed in collaboration with: the University of Rochester, New York, USA; the Archivio Storico Civico e Biblioteca Trivulziana of Milan; the Ambrosian Library of Milan; Fondazione Museo del Tesoro del Duomo e Archivio Capitolare of Vercelli.

Course organisation

The course will take place **from 3 June 2024 to 14 June 2024** at the University of Milan. It includes 78 hours of lessons and exercises taught in English, divided as follows:

- Palimpsests as Historical Sources: The Methodological Challenge of Reused Writing Materials
- Overview of Recycled Medieval Diplomatic Fragments
- Material Texts. Continuities and Fractures in the History of Books
- Historical and Codicological analysis of Dante's manuscript case study (ms. Triv. 1084).
- Keeping and Discard of records: Documentary Appraisal in Medieval and Early Modern Europe
- Cataloguing Manuscript Fragments and Palimpsests. Methodologies and Ongoing Projects
- How Did They Read Dante's Commedia in the Middle Ages? A Look at the Manuscripts
- Critical Edition of Palimpsested Documents
- IT for Cultural Heritage: Workflows, Algorithms, Color, Data Management



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- Multispectral Analysis Techniques for the Non-invasive Study of Pictorial and Documentary Works
- Overview of Modern Spectral Imaging
- Forensic Codicology: Manuscripts, materials, and types of damage
- Overview of Image Processing
- Overview of Multispectral Image Capture
- The Manuscript Heritage of the Biblioteca Ambrosiana in Milan and the Digital Tools for its Preservation and Usability
- The Capitular Library of Vercelli and its Heritage: a Story across History
- Seeing What We Can See: MSI Imaging in the Vercelli Archives using the MISHA system
- The Trivulziana Library and its cultural heritage: public access, preservation and research
- Capturing and Image Processing of Dante's manuscript case study (ms. Triv. 1084).

Upon completion of the course, students will be awarded 10 university credits (CFU/ECTS).

Attendance at the various activities of the Summer School is mandatory.

Places available

A maximum of 25 students can enrol in the Summer School. The course will not run if the number of enrolled students is less than 20.

Admission requirements

Candidates must hold a Bachelor's or Master's degree in one of the following degree classes pursuant to Ministerial Decree 270/2004: L-1 Cultural heritage; L-10 Humanities; L-30 Physics; L-31 Computer science; L-42 History; L-43 Diagnostics for the conservation of cultural heritage; LM-5 Library studies; LM-11 Science for conservation of cultural heritage; LM-14 Modern philology; LM-15 Ancient philology, literature and history; LM-17 Physics; LM-18 Computer science; LM-43 Information technology methods for the humanities; LM-84 History.

Candidates holding other Bachelor's or Master's degrees may also be admitted, subject to an assessment by the competent bodies of the Summer School.



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Candidates must be proficient in English at level B2 (no language certificate is needed).

Applications by candidates who studied abroad will be assessed by the Admission Board, in compliance with the regulations in force in Italy and in the country where candidates pursued their studies.

Selection process

Candidates will be selected on the basis of their CV and cover letter.

Assessment criteria:

- Cover letter: 60%. Candidates must submit a cover letter in English, detailing their experience in the study of manuscripts using traditional methods (15 points), any experience in analysing manuscripts using digital methods (15 points), reasons and objectives behind any current or future research projects in which they may be involved, based on their prior learning in this sector (15), and any other experience or knowledge consistent with the topics of the Summer School (5 points).
- CV: 40% (20 points for degrees and other relevant qualifications; 15 points for past experiences; 15 points for sector-specific publications).

The minimum score required for admission is 60/100.

Candidates must submit their cover letter and CV in English by 12 February 2024, following the instructions specified in the section “Applications for Admission”.

The Admission Board will meet for the selection process on **6 March 2024**.

Enrolment fee

Candidates admitted to the Summer School are required to pay an enrolment fee of **€786.00** (including the insurance premium and a €16.00 stamp duty), by the enrolment date.

University residences

The University of Milan offers accommodation in its student residences for a total of €280.00 for two weeks. **Students wishing to book accommodation will have to write a message via InformaStudenti, selecting the category Postgraduate>Advanced programmes.**



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Course administrative office

Department of Historical Studies

Via Festa del Perdono, 7 - 20122 Milan, Italy

Erica Dallera

E-mail: intradams@unimi.it

Summer School website: <https://studistorici.unimi.it/it/didattica/progetti-e-laboratori/summer-school-intradams>.

Administrative enquiries

For information on enrolment please contact the Student Office for PhD, Vocational Masters, State Exams and Post-Graduate Programmes via the [InformaStudenti online platform](#), selecting the category POSTGRADUATE>Advanced programmes.

Applications for admission

Applications for admission must be submitted by **11.59 pm on 12 February 2024**, as follows:

1. Register on the University portal at <https://registrazione.unimi.it/>. Candidates already registered on the portal or in possession of University login credentials, such as students or graduates of the University of Milan, can skip this step;
2. Log in with your credentials and submit an application for admission to the Summer School using the online procedure available at <https://studente.unimi.it/ammissioni/a/summerWinterSchool/checkLogin.asp>;
3. Upload the following documents in .pdf, .jpg or .rtf format:

All candidates:

- CV
- Cover letter

Candidates holding a foreign degree:

- Degree certificate

Candidates who provide false data or fail to meet the requirements will be excluded from the course.



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Candidates with entry qualifications obtained abroad

Candidates who have obtained their degree from a foreign university must comply with the same admission procedures and deadlines as the other candidates.

Moreover, they are required to upload the following documents:

- Degree certificate
- Translation of their degree into Italian or English

Certificates written in Spanish, French or German will also be accepted.

List of admitted candidates

The list of admitted candidates will be published on **12 March 2024** at

<https://www.unimi.it/en/education/summer-school>

Such publication serves as official notice. Therefore, no personal communication will be sent out to candidates.

Enrolment

Admitted candidates are required to enrol **between 12 March 2024 and 19 March 2024** at the following link:

<https://studente.unimi.it/immatricolazioni/summerWinterSchool/checkLogin.asp>

Failure to do so will result in exclusion from the Summer School. Moreover, they must pay the enrolment fee by credit card or using the payment notice issued by the online system, by the due date stated on the notice itself.

Candidates who are exempt from paying the enrolment fee must nonetheless pay the stamp duty.

As the Summer School is part of the University's institutional activities, no VAT is applied to the enrolment fee, and no invoice will be issued.

Late payment will be subject to a penalty fee of €30.00 (Regulations on Tuition and Fees, Waivers and Scholarships).

Candidates are advised to keep the payment receipt issued by the system, as it is valid for tax purposes.



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Foreign candidates are required to provide a copy of their tax ID (*codice fiscale*) via the online enrolment procedure.

Withdrawal

Enrolled students who intend to withdraw from the course must fill the corresponding form available on the website and send it to the Student Office for PhD, Vocational Masters, State Exams and Post-Graduate Programmes via [the InformaStudenti online platform](#), choosing the category Postgraduate>Advanced programmes.

If withdrawal occurs prior to the actual start of the Summer School, any fees paid will be reimbursed, minus an amount equal to 10% of the enrolment fee and in any case not lower than €100.00, which will be withheld to cover general and administrative costs. Studies cannot be interrupted for any reason whatsoever.

Certificate of attendance

At the end of the Summer School, a certificate of attendance will be issued to all students who fulfilled their obligations.

Further information and data protection

Pursuant to Legislative decree no. 196 of 2003 (Italian *Personal Data Protection Act*), as subsequently amended and supplemented, and to Regulation (EU) 2016/679 (General Data Protection Regulation, GDPR), the University undertakes to respect the confidential nature of the information provided by candidates. All data will be processed solely for purposes related and instrumental to the Summer School, and to manage the candidates' relationship with the University, in compliance with current laws and regulations. The personal data protection policy is available at <https://www.unimi.it/en/university/legislation/privacy>.

Milan, 21° December 2023

Rep. N. 6666/2023 - 21° December 2023

THE RECTOR
(Prof. Elio Franzini)
Signed Elio Franzini