

## **Abstract**

This thesis describes the process of archiving of shots and programmes in news and sport editorial offices of the Czech Television. Newsroom prepares broadcasts for ČT1 and ČT24 programmes. The sport editorial office provides the broadcasts for ČT SPORT and also prepares the news for "Branky, body, vteřiny" on ČT1. With regard to this, both offices produce a considerable amount of audio-visual material. The thesis examines how this material is subsequently archived. Do both offices have a systematic and comprehensive procedure for archiving of shots and programmes? And are these archives easily traceable, available and usable for further broadcasting? The thesis summarizes the history of archiving of news and sport audio-visual material. The key process of digitization, which allows the transcription and saving of old archive materials stored on tape media, is also mentioned. After describing the history of archiving, the author focuses on the current methodology of the process and describes the system of archiving in news and sports news. Who does archiving and what systems and programmes are used for it? At the end of this thesis the future of archiving is analysed with regard to the progress in technologies used for archiving.