

INL 340 – September 2020

Open Access Institutional Repositories

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IR Administrator

Make today matter



UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA



What is a repository?

- A digital repository is a mechanism for managing and storing digital content.
- Repositories can be subject or institutional in their focus.
- Putting content into an institutional repository enables staff and institutions to manage and preserve it
- Repositories use open standards to ensure that the content they contain is accessible in that it can be searched and retrieved for later use.
- <http://www.rsp.ac.uk/start/before-you-start/what-is-a-repository/>

Types of Repositories



What is an Institutional Repository?

“an institutional repository is a set of services that an institution offers to the members of its community for the management and dissemination of digital materials created by the institution and its community members. It is most essentially an organizational commitment to the stewardship of these digital material, including long-term preservation where appropriate, as well as organization and access or distribution”

Clifford Lynch (2003) *Institutional Repositories: Essential Infrastructure for Scholarship in the Digital Age* ARL, no. 226 (y February 2003):1-7.

Institutional Repository



WIReDSpace

Wits Institutional Repository
environment on DSpace

[Login](#)

[WIReDSpace Home](#)

WIReDSpace

Welcome to WIReDSpace (Wits Institutional Repository on DSpace)

For information about WIReDSpace content and services please contact Denise Nicholson via email [Denise Nicholson](#) or telephone: +27 11 717 1929. [Additional information and explanation on what WIReDSpace is and how to deposit.](#) For technical support contact Lewatle Phaladi [Lewatle Phaladi](#). Tel : +27 11 717 1930.

Communities in WIReDSpace

Select a community to browse its collections.

- [African Centre for Migration and Society](#)
- [Centre for Learning, Teaching and Development](#)
- [Centres of Excellence](#)
- [City Institute](#)
- [Datasets](#)
- [Electronic Theses and Dissertations \(ETD\)](#)
- [Evolutionary Studies Institute \(ESI\)](#)
- [Faculty of Commerce, Law and Management](#)
- [Faculty of Engineering & Built Environment](#)
- [Faculty of Health Sciences](#)
- [Faculty of Humanities](#)
- [Faculty of Science](#)
- [Gauteng City-Region Observatory \(GCRO\)](#)
- [Lecture Notes](#)
- [LINK Centre \(Learning Information Networking Knowledge Centre\)](#)
- [ROCS](#)
- [School of Animal, Plant and Environmental Sciences](#)
- [School of Human and Community Development](#)
- [School of Literature and Language Studies](#)
- [School of Public Health](#)
- [Sydney Brenner Institute for Molecular Bioscience \(SBIMB\)](#)
- [Wits Academics](#)
- [Wits Library](#)
- [WITS University Press](#)

Recently Added

Search WIReDSpace

[Go](#)

Browse

All of WIReDSpace
[Communities & Collections](#)
[By Issue Date](#)
[Authors](#)
[Titles](#)
[Subjects](#)

My Account

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Discover

Author

[Rose, Brian Waldron \(61\)](#)
[Cleaton-Jones, P. \(59\)](#)
[Unknown \(58\)](#)
[Cleaton-Jones, P. E., \(50\)](#)
[et al \(45\)](#)
[South Africa Parliament \(41\)](#)
[Editorial Staff \(31\)](#)
[Martienssen, Rex D. \(26\)](#)
[Musingwini, C. \(25\)](#)
[Retief, D. H. \(24\)](#)
[...View More](#)



Subject

[South Africa \(522\)](#)
[HIV \(137\)](#)
[Johannesburg \(55\)](#)
[HIV/AIDS \(54\)](#)
[Johannesburg Stock Exchange \(48\)](#)
[Antiretroviral Therapy, Highly Active \(46\)](#)
[Ill \(45\)](#)
[City planning \(44\)](#)
[South African Architectural History \(43\)](#)
[children \(42\)](#)
[...View More](#)

National Repository

National ETD Portal

South African theses and dissertations



Home

BROWSE

- Title (A-Z)
- Institution (A-Z)
- By year, ascending
- By year, descending

SEARCH

Advanced Search

INFORMATION

- Submit your site
- About
- Admin

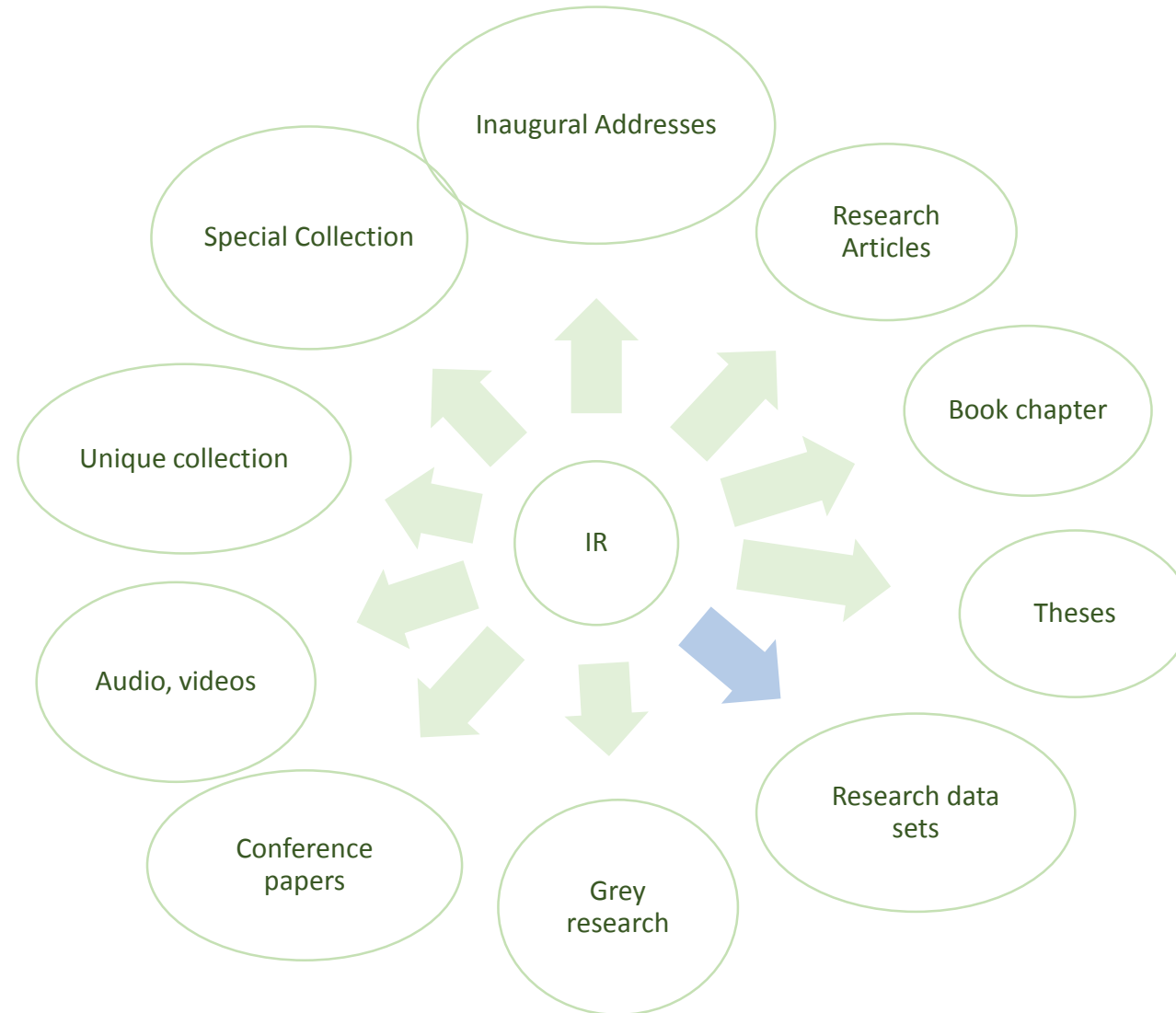
Recent Submissions

1. Deconstructing consciousness in contemporary hyperrality: the multiphrenic self and identity
Sat, 29 Jun 2019 22:05:38 UTC
2. An analysis of public perception towards consuming genetically modified crops and the acceptance of modern agricultural biotechnology: a South African case study
Sat, 29 Jun 2019 22:05:38 UTC
3. Interface of music and politica: versions of patriotic consciousness in Zimbabwean music, 1970-2015
Sat, 29 Jun 2019 22:05:38 UTC
4. [A critical analysis of the translation strategies used by SM Serudu in his translation of Mandela's Long Walk to Freedom into seSotho sa Leboa](#)
Sat, 29 Jun 2019 22:05:38 UTC
5. Die spelende mens in KLIMTOL (Etienne van Heerden), AFSTANDE (Dan Sleight) en SIRKUSBOERE (Sonja Loots)
Sat, 29 Jun 2019 22:05:38 UTC

Collection Statistics

Collection	Total
Cape Peninsula University of Technology	1954
Central University of Technology	651
Durban University of Technology	2582
Nelson Mandela Metropolitan University	4098
North-West University	7670
Rhodes University	8150
Stellenbosch University	12216
Tshwane University of Technology	1690
UCT Computer Science	104
University of Cape Town	17397
University of Fort Hare	1255
University of Johannesburg	9729
University of KwaZulu-Natal	9530
University of Limpopo	2407
University of Pretoria	12370
University of South Africa	16212
University of the Free State	1202
University of the Western Cape	7295
University of the Witwatersrand	15051

Types of content



Users of IR content

- The internet community e.g.
- Institutions
- Lecturers
- Researchers
- Students
- Harvesters – e.g.
 - Google and Google Scholar,
 - Sabinet,
 - National Research Foundation (NRF) ETD portal,
 - Networked Digital Library of Theses and Dissertations

Structure

Community

Sub-Community

Collection

Item

UPSpace Home → Community List

Communities in UPSpace

Select a community to browse its collections.

- Centre for the Study of AIDS (CSA) 0
- Economic and Management Sciences 3524
 - Accounting 166
 - Research Articles (Accounting) 143
 - Theses and Dissertations (Accounting) 23
 - African Journal of Public Affairs (New) 319
 - Auditing 198
 - Business Management 287
 - Communication Management 107
 - Economics 1001
 - Financial Management 166
 - Gordon Institute of Business Science (GIBS) 0
 - Graduate School of Management 22
 - Human Resource Management 398
 - Marketing and Communication Management 0
 - Marketing Management 228
 - School of Public Management and Administration (SPMA) 418
 - Taxation 240
 - Tourism Management 88
- Education 2086
- Education Innovation 79
- Engineering, Built Environment and Information Technology 12223
- Entrepreneurship In Information 1
- Gordon Institute of Business Science (GIBS) 1939
- Health Sciences 4382

Open Source vs Commercial

Open Source Software

Advantages	Disadvantages
<ul style="list-style-type: none">• Cheap initially• More scope to customise• Infrastructure that supports OA access should be open• Diverse solutions that are in competition with each other	<ul style="list-style-type: none">• Cost in terms of support• Customisations can be expensive• Could be developer driven (mismatch between institutional requirements and software)

Open Source vs Commercial

Commercial Software

Advantages

- Could be more responsive to needs of users
- Easier to budget for
- Goal is to make content and metadata open and exposed to other systems

Disadvantages

- Costs for software and maintenance

Software Types

- Eprints
- DSpace
- Fedora
- Opus
- Greenstone
- Digital Commons / Media commons (Hosted Solution)
- Digitool
- Equella
- Fez (Fedora based Solution)
- Vital (Fedora based Solution)

UPSpace IR

- Open source
- Uses handle server (Permanent identifier)
- Locally hosted
- Servers (Real hardware but testing virtual server)

- Registries
 - ROAR (Registry of Open Access Repositories)
 - OpenDOAR (Directory of academic access repositories)
 - Re3data
 - Open Access Map
 - WorldCat Digital Collection Gateway (OCLC)

Challenges

- Technology infrastructure – evaluation, implementation, sustainability, management and support
- Organizational – stakeholders, staffing, policies, capacity development
- Difficulties in generating content
- Sustaining support and commitment (lack of incentives)
- Rights management issues (copyright, etc.)
- Policy issues
- Cost – customization and upgrading
- Preservation
- Training

Roles or skills required

- Repository Manager
 - Policy development,
 - Liaise with stakeholders
 - Team leader, advocacy
- Repository Administrator
 - Day to day operations
 - Managing metadata fields
 - Monthly reports
 - Statistics
 - Quality control
- Technical services
 - Customization
 - Software upgrade

Day to day running

- Copyright
- Formats and standards
- Metadata
- Staff
- Workflow

Copyright

- One of the challenges for repositories is rights management
- It is the job of the digital repository administrator to ensure that the **license restrictions** required by the contributor **are honoured**
- Organizations must take a much more active role in managing access to digital materials placed within their care.
- It is important to find out the status of the copyright on the specific item.
- If the item is still copyrighted then copyright clearance needs to be obtained.

Publisher copyright policies from Sherpa/Romeo



... opening access to research

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Search - Publisher copyright policies & self-archiving

[English](#) | [Español](#) | [Magyar](#) | [Nederlands](#) | [Português](#)

One publisher found when searched for: Publisher: **Elsevier**

Publisher:	Elsevier , United States
Journals:	(~1994 journals) (including journals with special policies) - involving 848 other organisations
RoMEO:	This is a RoMEO green publisher
Copyright:	Unleashing the power of academic sharing - Sharing Policy - Sharing and Hosting Policy FAQ - Green open access - Journal Embargo Period List (pdf) - Journal Embargo List for UK Authors , Attaching a User License (pdf) - Funding Body Agreements
Updated:	01-May-2015

Although this publisher has default policies, individual journals may have special permissions, especially if they involve other organisations or have paid open access options. **Always run a journal title or ISSN search to check.**

[Default Policy](#)

Search again?

Journal titles or ISSNs Publisher names

Exact phrase only All keywords Any

[Advanced Search](#)

RoMEO Colour	Archiving policy
Green	Can archive pre-print and post-print or publisher's version/PDF
Blue	Can archive post-print (ie final draft post-refereeing) or publisher's version/PDF
Yellow	Can archive pre-print (ie pre-refereeing)
White	Archiving not formally supported

[More on colours and restrictions](#)

or [View all publishers](#)

Use this site to find a summary of permissions that are normally given as part of each publisher's copyright transfer agreement.

Formats

- Repositories stores files and must take the following two functions of the files into consideration
 - Access
 - Preservation – Still busy with the preservation policy
- Formats accepted
- Useful tools for finding information about file formats
 - PRONOM <http://www.nationalarchives.gov.uk/PRONOM/>
 - DROID: <http://www.nationalarchives.gov.uk/information-management/manage-information/preserving-digital-records/droid/>
 - JHOVE: <http://hul.harvard.edu/jhove/>

Metadata

- In the context of repositories, metadata is needed to facilitate discovery of your repository content and may have several benefits, such as,
 - Facilitating resource discovery
 - Document the intellectual and technical provenance of digital objects

Metadata

- There are various metadata standards, of which Dublin Core is probably the most widely used in repositories
 - Dublin Core
 - MODS
 - METS
 - PREMIS
- The NRF has created guidelines (<http://digi.nrf.ac.za/publ/metadataIntro.php>) for describing resources to provide guidance to best practices for the submission of metadata.

Roles involved

System Administrator role

- Technical management: Bug fixes and other enhancements
- System monitoring, testing and debugging
- Monitor and upgrade
- Participate on local, national and international level
- Enhance new developments
- Administrator's support

Roles

Administrator role

- Creator of: Communities, Collections, Roles, Groups, Templates, Introduction pages
- Administration of e-people
- Status of items: Authorization, Withdraw, Move, Delete, Close
Collection/item, Map
- Statistics
- Quality control

Roles

Workflow roles

- **Metadata Editor:**
Final review and archiving of submitted item
Quality control
- **Reviewer:**
Reject incorrect items : duplicates, files
Add tacit knowledge
Quality control
- **Submitter**
Submit item according to standards set in Policy

Workflow tasks

These tasks are items that are awaiting approval before they are added to the repository. There are two task queues, one for tasks which you have chosen to accept and another for tasks which have not been taken by anyone yet.

Tasks you own

Task	Item	Collection	Submitter
<input type="checkbox"/> Submission being edited	Convective dispersion of flammable mixtures within ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Natural convection from multiple horizontal cylind ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Buoyancy-induced heat transfer from an inclined tu ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Simulation of building thermal performance in an i ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Integral effect non-loca test results for the inte ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Beneficiation of Saudi phosphate ores part II: the ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Experimental investigation of pressure distributio ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Convection heat transfer in baffled mixing tank	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Theoretical model to predict cavitation inception ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit
<input type="checkbox"/> Submission being edited	Numerical and experimental evaluation of the time- ...	5th International Conference on Heat Transfer, Fluid Mechanics and Thermodynamics 2007	email: Chantelle Smit

[Return selected tasks to the pool](#)

Tasks in the pool

Task	Item	Collection	Submitter
<input type="checkbox"/> Awaiting final editor's attention	The effect of volatile business conditions on new ...	ETD-Self Submission	email: DJ (Manie) Janse van Rensburg
<input type="checkbox"/> Awaiting final editor's attention	Meaning-centeredness in adult cancer patients in r ...	Theses and Dissertations (Social Work and Criminology)	email: Elma Hamilton
<input type="checkbox"/> Awaiting final	Providing adequate housing in	Mini-dissertations (Construction	email: Marveline

Thank You