



Institutional Repository (IR)

Sensitization on Institutional Repositories

& E-resources KLISC Workshop

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Presented by Milcah Gikunju



Introduction

- Since institutional repositories are a fairly recent development, it is not surprising that there are different views about what constitutes an institutional repository (IR)



What are institutional Repositories?

- Institutional repositories (IR) are defined to be web-based databases of scholarly material which are institutionally defined.
- Institutional repositories are digital collections of the outputs created within a university or research institution.



Cont.

- Purposes of repositories may vary (for example, some universities have teaching/learning repositories for educational materials), in most cases they are established to provide Open Access to the institution's research output and this is the focus here.



Cont.

- Repositories adhere to an internationally-agreed set of technical standards



Cont.

- The contents of all repositories are then indexed by Web search engines such as Google and Google Scholar, creating online Open Access databases of freely-available global research



How can I find the institutional repositories that exist?

- Statistics on numbers and where they are, can be found in the Registry of Open Access Repositories

(ROAR: <http://roar.eprints.org/>)

and in the Directory of Open Access Repositories

(OpenDOAR :<http://www.opendoar.org/>).



What Software Is Used for Institutional Repositories?

- Digital Commons, commercial software,
■ <http://www.bepress.com/ir/>
- DSpace, free open source software,
■ <http://www.dspace.org/>
- EPrints, free open source software,
■ <http://www.eprints.org/>
- Fedora, free open source software,
■ <http://www.fedora-commons.org/>



Why should my institution have an IR?

- Increase the visibility and citation impact of your institution's scholarship
- Provide unified access to your institution's scholarship
- Provide open access to your institution's scholarship
- Preserve your institution's scholarship.
- Manage and measure research and teaching activities



Possible IR content

- Peer-reviewed journal articles-collection of the journal articles published from an institution, provided in Open Access through the repository
- Research data-More and more research funders are requiring their grant-holders to make their data Open Access
Datasets may be of many types
spreadsheets, photographs, audio files



Possible IR content cont.

- Monographs & books-most institutional repositories also contain books or book chapters
- Theses
- Presentation



How do IRs fit into scholarly communication process?

- Repositories will form a permanent and critically important part of the scholarly communication process.
- First role is to provide the Open Access literature
- Usage report gives authors and the institution information on how the content of the repository is being used.



Cont.

- A service that organises content in specific ways may help authors to download a list of articles into their CV
- Some university presses are working hand-in-hand with the repository when publishing books by institutional authors.

Who uses Institutional Repositories?



- Because Google and the other Web search engines index the content of repositories, anyone with internet access can arrive at an article or dataset in a university or research institution's repository via a Web search



Sustainability of IRs

- Repositories represent a certain basic cost to an institution but there are ways of minimising this.
- Ideally, deposit activity should show a reasonably steady pattern throughout the year



Sustainability of IRs cont.

- The way to ensure that researchers deposit their work regularly is to have a proper **Open Access policy** which requires them to make their work Open Access and explains why this is important for them and the institution.



IR steps

- **1. Pre-implementation**
- What you need & what policies the archive will have
- a) Content –which content do you intend to put in repository?
- b) Metadata-searchable content
- C) Policy-OA policy



IR Steps cont.

- **2. Implementation**
- a) Which platform-software
- b) Infrastructure (hardware & software)-
Technical requirements
- C) Installation
- d) Repository launch & Registration
with harvesters



IR Steps cont.

- **3. Post implementation**
- a) Interface design-customize to have desired look and feel
- b) Archiving policies-who can submit, how?
- c) Quality control-workflow
- d) Documentation-assist users in submitting & accessing content in repository



IR Steps

- e) Copyright-address the concerns since academics will raise it
- **4. Continuous System Improvement & maintenance(preserve forever)**
- Upgrades, emerging trends, awareness, visibility



What is a policy?

- a course or principle of action adopted or proposed by an organization or individual.
- a statement of intent
- Plan, guideline, strategy



Why Open Access policy?

- OA policy is a provision many institutions & organizations have taken as a commitment to ensure scholarly materials are shared **freely, openly** and as **widely** as possible



Types of OA policies

- There 2 basic types of OA policies
- Voluntary-*requests or encourages* researchers to make their work Open Access by self-archiving it in the institutional repository
- Mandatory -*requires* this action
- it has been shown that voluntary policies have little effect.



Some Features of OA Policy

- Definition of key terms
- Introduction-objective and mission of institution
- Statement of intent/commitment-include exceptions
- Content of the repository
- Other guidelines-access to Metadata, full-text items, submission, preservation & withdrawal of items



Examples of OA policies

- Harvard OA
- University of Pretoria-1st African OA institutional mandate -2009
- University of Cape Town-2014
- University of Nairobi

- Challenges



Relevant links

- [http://www.openscholarship.org/upload/docs/application/pdf/2009-09/open access institutional repositories.pdf](http://www.openscholarship.org/upload/docs/application/pdf/2009-09/open_access_institutional_repositories.pdf)
- <http://www.infotoday.com/searcher/may04/drake.shtml>
- <http://unesdoc.unesco.org/images/0023/002322/232207E.pdf>