Lebanese American University Repository – LAUR

ABOUT

1- Vision

The LAU repository (LAUR) generates added value to the outside world, by operating as a portal to relevant content, being frequently visited by national and international visitors, originating from outside of the institution.

2- Mission

LAUR is an Open-Access digital archive for the scholarly output of the Lebanese American University community. Its mission is to preserve, showcase, and provide open access and international exposure to scholarship and research of LAU faculty, staff and graduate students. It also serves as an archive of historical and other materials that support the University's academic mission.

3- Characteristics:

Depositing materials in the LAUR is **voluntary**. Faculty are encouraged to make their work openly accessible to LAU community and the rest of the world.
Repositories are being made more 'open' to make content accessible to wider user groups, sometimes at a global level.

LAUR is an **Open Repository**. When copyright permission is not available, metadata of material will be recorded and the item's Digital Object Identifier (DOI) or a URL to the publisher's website, where a copy of the full-text is available, will be included. It will enable those users who have subscription access to the journal to view the full-text.

Selected materials are collected in a centralized, searchable, and highly visible location. The repository currently includes all graduate students theses, and will include LAU's

research reports, journal articles, book chapters, digital images, and any data which can be easily harvested by search engines such as Google.

Submissions

1- Why deposit?

Digital repositories have great potential for value added services and offer a range of benefits to researchers, institutions and the global research community. Open Access repositories offer additional advantages by taking the results of research that has already been paid for and making it freely available online. By adding your material, and encouraging fellow researchers to do likewise, you are encouraging the development of large Open Access repositories of research outputs which will be of use to colleagues worldwide.This process can have significant advantages for individual authors, researchers, institutions and for the process of research generally, by allowing improved management of intellectual outputs and freeing up the process of dissemination. It is worth noting that more and more funders and institutions require researchers to make their published material openly and freely available.

a- Benefits to Faculty:

-Collects Faculty research in one place, whether it is a conference presentation, working paper, peer-reviewed article, class lecture, book review, data set, or other type of work.
-Provides wider access and visibility.
-Provides Unique and stable URL for each work citation.
-Improves citation impact.
-Provides long-term preservation of research papers.
-Promotes collaborative research.
-Attracts research funding.
-Provides easy access to faculty papers by students.

b- Benefits to Students:

Students' works are available to any researcher. Thus, more readers, more recognition, and more impact for their ideas.

c- Benefits to LAU

-Opens up the outputs of the university to the world.

-Demonstrates the quality, of scientific, social and economic relevance of an institution's research.
-Increases the institution's visibility, status, public value and reputation, nationally, regionally, and globally.
-Interoperates with other university systems and maximize efficiencies between them by sharing information.
-Acts as an important tool in managing an institution's research assessment or quality assessment submission.
-Attracts new staff and students to institutions.
-Increases transparency and quality of learning material.
-Shares expertise efficiently within institutions.
-Supports the altruistic notion that sharing knowledge is in line with academic traditions and a good thing to do.
-Facilitates presentation of resources for accreditation bodies.

d- <u>Benefits for the Global Community (Open):</u>

-Assists research collaboration through facilitating free exchange of scholarly information.
-Supports community input to metadata through tagging, notes, and reviews.
-Ensures trust through appropriate licensing.
-Supports the sharing and re-use of individual assets.
-Helps to develop critical mass of materials in particular subject areas.
-Reduces research duplication.

2- <u>What to deposit?</u>

Some repositories are limited to fulltext material only. Others are not so restricted, and may contain abstracts of material. While fulltext is preferred, the deposit of an abstract is also useful when copyright has been assigned to a publisher who will not permit the author to self-archive. In this case:
 (a) Post to the repository the bibliographic details of any work so that it may be cataloged, notwithstanding the fulltext is not available; or
(b) Post both the bibliographic details of any work with a short abstract.

a- <u>What content should be included in the repository?</u>

- <u>**Faculty:**</u>
   -Pre-prints or Post-prints.
   -Working papers.
   -Book chapters or Books.

-Conference presentations.
-Conference and workshop papers.
-Reports.
-Unpublished reports & working papers
-Multimedia and audio-visual material.
-Curricula and syllabi.
-Assessment material, tests, exam papers, etc.

- **Students:**
-Master's theses.
-Doctoral dissertations.
-Research Colloquium papers.

- **LAU:**
-Position papers.
-Accreditation self-studies.
-Annual reports, minutes, etc.
-Theses and Dissertations.
-Papers presented at campus conferences or LAU institutes' conferences.

3- How to deposit?

a- **Submission**

- **Faculty**

- Items shall only be deposited by accredited members of the University, or their delegated agents.
- Deposit of full items will be encouraged at the earliest possible opportunity, but where depositing author has assigned copyright, the full item will not be made publicly visible until any publishers' or other embargo periods have expired.

Faculty must send their submissions via email including the bibliographic information for the work and the work as an attachment to: archives@lau.edu.lb
-All submissions will need to be accompanied by keywords.
-Each faculty member grants LAU the permission to make her/his scholarly work openly accessible in the LAUR.
The permission granted by each Faculty member at LAU is a nonexclusive, irrevocable, non-commercial, paid-up, worldwide license. LAU is permitted to exercise any and all rights under United States copyright law related to the scholarly work designated above provided that (a) the works are neither sold for a profit nor used for any

commercial purposes and (b) the faculty member has not formally designated that a specific scholarly work is not to be so disseminated. The permission also allows LAU to authorize others to do the same.

This form only needs to be signed the first time faculty submit an item to the repository as it will cover all subsequent works submitted to the repository.

- **Graduate students theses**

Graduate students must provide the University Archives & Special Collections department with their thesis for verification and correction 3 weeks prior to the submission of their final grades. Once approved, they are kindly asked to deposit one print copy of their final master's thesis in the said department along with a digital copy, identical in every way to the printed one.

- **Multiple authored works:**

A work written by multiple authors can be deposited in the repository provided:
-At least one author must be a member of the LAU community.
-The submitting author obtains the permission of the co-authors.

b- **Handling Embargoes**

Some of the items submitted to the repository may be subject to an embargo which states that the material within the item may not be publicly distributed for a certain period of time. In the case of published items, embargoes may be put in place by the publisher to protect their commercial interest.

You can specify the date on which your material will first be made publicly available in the Repository. The Open Access Policy, however, requires that you provide your material to the Repository no later than the date of publication.

4- **What versions to submit?**

The Repository will only request the author's post-print if it has been established that the publisher does not allow the published version to be archived in the Repository. You should not submit for distribution a copy of the Published Version — such as a publisher-generated .pdf of the article as published — unless the publishing agreement affirmatively allows you to do so. If the publisher has made changes to the text or graphics of the article, or the publisher's logo is included, the publisher may have rights of its own in that version.

Otherwise, it is advisable to obtain a waiver for the article. Depending on the terms of your publishing agreement, you still may be able to post the preprint (Author's draft) if you wish.

It is worth distinguishing various versions of an article:

a- Pre-print or Author's Draft: The version of the paper initially submitted to a journal publisher for consideration, or any earlier draft.

b- Post-print or Author's Final Version: The version of the paper accepted by the journal for publication, including all modifications from the publishing peer review process. It may be similar to the published version in content, but it will differ in appearance to the published version. For example, it may not have the publisher's/journal's logos or formatting choices. It may be in either Word or PDF format. The Repository will clearly state that the PDF attached is the post-print; however, all information (including the citation) will refer to the published version, and where possible a link to the published version (for example in a database) will be supplied.

c- Published Version: The version of the paper distributed by the publisher to readers of the journal, incorporating any copy editing done by the publisher, showing the final page layout and formatting of the published version, and possibly including the publisher's logo.

d- Depending on the publishers' policies, versions will be included in the following order of priority:

1-Publisher's PDF.
2-Post-print.
3-Pre-print.

Where to check?
Authors generally assign their copyright to publishers when they negotiate contracts. Your right to self-archive in an Open Access repository may be outlined in:
-Your publishing contract or agreement, or,
-The publisher's instructions to authors.

Rules and Regulations

1- **Metadata**

Access to metadata: Anyone can access the metadata without restrictions.
Re-use of metadata: The metadata may be re-used in any medium without prior permission for non-profit purposes if the link to the original metadata record is provided. The metadata must not be re-used in any medium for commercial purposes without formal permission.

2- **Fulltext**

Access to content: Anyone can access fulltext items free of charge when applicable.
Re-use of content: Copies of full items can be reproduced, displayed or performed and given to third parties in any format or medium, for personal research or study, educational, or not-for-profit purposes without prior permission if :
> -the authors, title and full bibliographic details are given
> -a hyperlink and/or URL are given for the original metadata page
> -the content is not changed in any way

-Full items must not be sold commercially in any format or medium without formal permission of the copyright holders
-Items with usage restrictions will be:
> -present as abstract or metadata only records, with pointers to the
full-text; or,
> - stored in a restricted area of the repository

3- **Vetting of items**

The University Archives & Special Collections staff will check items for the eligibility of authors/depositors, relevance to the scope of the repository, valid format, and the exclusion of spam. *The legality and authenticity of the content of submissions is the sole responsibility of the depositor.* Any copyright infringement, defamatory, obscene or otherwise illegal material within the items is entirely the responsibility of the authors/depositors. If the repository receives evidence of copyright violation or other illegality, access to the relevant item will be removed immediately.

4- **Notice and takedown**

A notice and takedown procedure applies if proof of copyright infringement or complaint for other reasons such as data protection or alleged research misconduct is received.
-All complaints will be acknowledged and investigated.
-Valid complaints will be referred to appropriate authorities within the University and legal advice taken where necessary.

-The item concerned will be temporarily removed if the complaint is deemed to be valid, pending an agreed solution. The item will be entirely removed in cases of uncertainty.
-The depositor of the content will be contacted to notify him/her of the complaint.
-Each case will be judged individually, encouraging resolution between the parties concerned.
-Both the complainant and depositor will be informed of the outcome of the investigation and any action taken, which may include one of the following:
>   -content remains in the repository or is replaced unchanged.
>   -content is amended and returned to the repository.
>   -content is permanently removed from public view.
>   -records and metadata relating to the resource will be retained (unless they are found to violate any person's legal rights).

5- Preservation

-Items will generally be retained indefinitely, subject to periodic review, or otherwise for a period of time agreed with the copyright holder.
-The repository will try to ensure continued readability and accessibility.
-Items will be migrated to new file formats where necessary.
-It may not be possible to guarantee the readability of some unusual file formats.
-The repository regularly backs up its files according to current best practice.
-URLs will continue to point to 'tombstone' citations, to avoid broken links and to retain item histories, with:
>   -a link to a replacement version, where available.
>   -a note explaining the reasons for withdrawal.
>   -If necessary, an updated version may be deposited.

6- Revision of Items in LAUR (adding new version)

-LAUR has been established as a permanent archive. Authors or editors of works should ensure that the works they submit are factually accurate and that they have the right to make them publicly available.

-In cases where authors or editors have substantially reworked the content and wish to make a newer version available, they are encouraged to submit the new or revised version as a new item. It is the policy of LAUR to retain the original version of works submitted to the archives. In exceptional cases, an earlier version may be completely removed from the archive, at the author's request.

7- Withdrawing Material.

-LAUR has been established as permanent archives. In exceptional cases, authors, and editors may request that works be removed from the archives. Ordinarily, content will not be removed simply because the author has produced a revised version of a work.

-When LAUR staff removes content, the description (metadata) for the work will remain as a placeholder in the archives, with its affiliated handle, or URL. A brief statement explaining the reason for withdrawal of the content will be added to the descriptive metadata.

-No materials will be removed without the authors' knowledge. The LAUR staff reserves the right to remove items from the repository if notified by a third party of potential copyright infringement. In such cases, authors will be notified.

Reasons for withdrawal include:

-Journal publishers' rules.
-Proven copyright violation or plagiarism.
-Legal requirements and proven violations.
-National Security.
-Falsified research.
-Ethical or moral concerns.

8- What Happens If You Leave the University?

If authors who have submitted work to LAUR leave the University, their work will be retained in the archives. If they would like to have new contact information added to their items, LAUR staff will make the necessary changes.

Copyright:

Institutional repositories deal with copyright issues on two fronts:
- In collecting content from scholars, by which they must secure the rights to distribute and preserve the content; and,
- In distributing content to end users, by which they must balance the tenets of open access with copyright protection.

Traditionally, authors submitting an article to a journal have transferred copyright (which is actually a *bundle* of rights) to the publisher by signing the publisher's "Copyright Transfer Agreement" (CTA). Included in this bundle of rights is the right to publish the work, and publication is precisely what the author seeks to achieve. Many publishing agreements, however, impose severe restrictions on the use of the work.

In some cases these can even affect the author's *own* use of his/her work in teaching and research.

It is perfectly possible for authors to have their work published without signing over *all* rights. Some rights can be retained by authors, allowing them to do what they want in terms of dissemination through alternative channels as well as through the journal in which they have chosen to publish. The most common way of achieving this is for the publisher to have a "License to Publish" (LTP) and for the author to retain the rest of the bundle of rights. Publishers can use such devices to acquire the rights they need to publish the work without acquiring the rest of the rights in the work.

Several websites have a lot of information and links to sites where potential contributors can go to learn about their rights and responsibilities on copyright. An important source for basic information about publishers' policies on self-archiving is SHERPA/ROMEO.

The simplest approach to ensuring that work can be made Open Access without any problem is to retain the right to do so. Authors can, however, retain the rights they need to make their work openly available by negotiating with the publisher.

1- Licensing

a- Content Licenses

Content licenses are the legal agreements by which content can be distributed. Typically, an institutional repository might have these two licenses:

    1 - Deposit license: An agreement between the author, or creator, or copyright holder and the institution giving the repository the right to distribute and preserve the work.

    2- Distribution license: An agreement between the author, or creator, or copyright holder and the end user governing the uses that can be made of the work.

b- Creative Commons License

If an article carries no license information at all it is not clear to users what they might do with it. Can they extract a graph or table and put it in another document? Can they take numerical data and add them to an existing separate database? Can they use passages from the text to illustrate an argument in digital teaching materials placed on the Web? A proper, appropriate licensing set out the conditions for re-use and reassures users that they can use the material in particular ways with impunity.

If a CC license appears with an article, it is the CC license that determines how the article may be used.

The Creative Commons organization has developed a set of licenses from which authors or publishers can choose. Some Open Access publishers use Creative Commons licenses to ensure that the content of the articles published in their journals

are reusable in the widest (libre Open Access) sense: that is, they can be reproduced, abstracted, 'mashed up' with other material to produce new information, crawled by text-mining and data-mining tools and so on.

The explanation of these licenses and how they can be used to best effect is provided on the [Creative Commons website](#).

LAUR has chosen to distribute articles under its Open Access rules and regulations using one of the standard **Creative Commons** (CC) licenses, namely "the Attribution-Noncommercial-Share Alike license".

This particular CC license means that authors are free to share (copy, distribute and transmit the work) and remix (adapt) the work under the following conditions:

• Attribution: The work must be attributed in the manner specified by the author or licensor (but not in any way that suggest that they endorse the author use of his/her work).

• Noncommercial: The work may not be used for commercial purposes.

• Share Alike: If the work is altered, transformed, or built upon, the resulting work may be distributed only under the same or similar license to this one.

1- Journal articles

The first copyright of a literary work, such as a journal article, is held by the author(s) of that work. However, when an article is published, typically the author assigns copyright, or gives a copyright license to the publisher. Although the majority of publishers and journals allow authors to subsequently archive that work under certain conditions, other publishers are more restrictive. Depending on the particular agreement that is signed, the author retains more or less rights to use the article. Some agreements forbid the author from photocopying the article, using it in teaching, or putting it online. Other agreements are more liberal and allow the author to retain rights to use the article as he or she wishes.

LAUR policy doesn't apply to articles that were completed before the policy was adopted nor to any articles for which faculty entered into an incompatible publishing agreement before the policy was adopted. The policy also does not apply to any articles you write after leaving LAU.

This policy applies to all peer-reviewed, published scholarly journal articles and conference proceedings written while the author is a member of the faculty of LAU and written after the formal adoption of this policy. Faculty members shall submit all such scholarly articles for addition to LAUR.

While this policy only covers peer-reviewed journal articles and conference proceedings, in order to provide a complete record of the scholarly output at LAU, faculty are strongly encouraged to provide bibliographical data and, where possible, the fulltext, of any other publication (such as chapters and essays in edited volumes, reference articles, non-peer-reviewed articles, and monographs) for inclusion in the

repository. The Repository will provide links to the final published versions of all publications whenever possible.

2- **Books**

Permissions normally differ for the inclusion of book content from that of journal articles even within the same publishing office, and RoMEO does not cover book copyright agreements. Therefore it is best to review the copyright transfer agreements signed by the author or any equivalents available on the publisher's website, with the author contacting publishers directly if necessary.

3- **Requesting a Waiver**

A faculty member may formally designate that a specific scholarly work is not to be disseminated by requesting a waiver. Reasons for doing so may include the existence of an incompatible licensing or assignment agreement before the existence of this policy or the reasonable potential for the author to expect to receive royalties for the work. However, faculty members may opt out of such dissemination of a scholarly work for any other reason.
The waiver option should apply only to the grant of rights to LAU (also called The License or The Permission), not to the deposit in the repository. Faculty are encouraged to deposit their articles in the repository even if they obtain waivers. These would be dark or non-OA deposits.
 If a deposit is dark, at least the metadata should be OA. A reason to allow dark deposits is to facilitate search indexing and discovery for work which, for one reason or another, cannot yet be made OA.

4- **Requesting to use published material**

A request template can be used to form a letter to a publisher asking for permission to mount material on a repository on behalf of an academic author. Some publishers insist on the author writing or emailing them directly to request permission to mount copies in a repository. In such cases, it may be useful to provide the author with an alternate template to help them construct his/her request.

5- **Requesting to use third party material**

Where submitting an article or other work that includes third-party material protected by copyright, such as, an image, for distribution from the repository you need to have the right to incorporate that material and to allow it to be posted in the Repository as part of your work. Under some circumstances, Fair Use may allow you to include the third-party material, in which event you need no further authorization. If not, you need appropriate permission from the third-party rights holder.

If you cannot obtain the rights to distribute the third-party material in the repository as part of your work, you can (and should) still deposit the article under the "metadata only" option.

Plagiarism

Some authors are worried that open access would increase the incentive to plagiarize their work. An institutional repository is certainly a plagiarizable resource. However, the high visibility of articles supports the ready detection of plagiarism. It is much easier to detect plagiarism in an open, online environment than in a paper-only world.

Quality Control

Guaranteeing the quality of the contents of the repository is important to win the willingness of the authors and to achieve the intended outer institutional visibility. For this reason, the documents must be submitted to a formal and content analysis that guarantees their relevance in the repository.
The content evaluation will be performed at different stages of the process, according to the kind of material to be introduced.

In the documents that have already been published in journals that have peer-review systems, or that have gone through an assessment board –as is the case of the theses– the quality control has been previously carried out upon the arrival of the repository and therefore, the value of its content will be considered as already guaranteed.

The validity and authenticity of the content of submissions is the sole responsibility of the depositor.

Glossary

Access
The processes for the retrieval of data and information from storage media, through the use of catalogs, indexes, and/or other tools.

Acquire
To take physical and legal custody of data and information.

Author final version
For journal articles this refers to the final author-created post-refereed version accepted for publication, sometimes referred to as 'post-print' or 'accepted' version. It is not the same as the published version, which includes publisher logos, formatting and copyright notices.

Digital Object
 An entity in which one or more content files and their corresponding metadata are united, physically and/or logically, through the use of a digital wrapper.
-*Complex Digital Object:* Includes two or more content files (and their format variants or derivatives) and corresponding metadata. The content files are related as parts of a whole and are sequenced logically, such as pages.
-*Simple digital object:* Comprised of a single content file (and its format variants or derivatives) and the metadata for that file.

Digital Object Identifier:
Digital Object Identifiers are permanent identifiers for digital objects that some publishers provide. They appear as a sequence of punctuated digits and letters, like "10.1000/182". If the publisher requires you to provide the DOI for the article in the repository entry, it can be provided as part of a URL by preceding the DOI with the prefix "http://dx.doi.org/" (for instance, "http://dx.doi.org/10.1000/182"). This URL can then be provided using the "Link to published article" field.

Fair Use
A provision of copyright law that outlines the extent to which copyrighted work can be used or reproduced without seeking the permission of the copyright holder. Libraries rely on fair use to be able to provide access to research material, and scholars depend on it to allow them to cite the research of others in their work.

Embargo
Publishers often impose conditions on the deposit of fulltext items in repositories, including a time delay following publication. Publisher embargo periods can be checked using the Sherpa/Romeo database. Funders may also require a period of non-disclosure and exceptionally thesis authors may request an embargo on release of their work, for example, to protect commercially exploitable IPR.

Intellectual Property
The requirement to deposit research outputs will take account of the University's Intellectual Property Policy. This policy outlines the type of material that may be generated by staff and students, such as inventions, and the methods for protection and exploitation of Intellectual Property rights.

Metadata

Metadata is information used to help, find, use and manage information resources, structured into fields with defined syntax. The repository uses metadata conforming to the global standard called Dublin Core, ensuring that information can be exchanged effectively.

<u>Open Access</u>
"If an article is "Open Access" it means that it can be freely accessed by anyone in the world using an internet connection. This means that the potential readership of Open Access articles is far, far greater than that for articles where the full-text is restricted to subscribers. Evidence shows that making research material Open Access increases the number of readers and significantly increases citations to the article - in some fields increasing citations by 300%." (SHERPA, 2006: http://www.sherpa.ac.uk/). A directory of quality-controlled Open Access journals is available at <u>http://www.doaj.org/</u>.

<u>Self-archiving:</u> Placing a copy of your work in a digital repository.

<u>Takedown policy</u>
A Takedown policy serves to try and minimize institutional risk from inappropriate material being made available through the repository. Where grounds for complaint are plausible content will be removed from the repository while the complaint is investigated.

<u>Third-party content</u>
Content generated by someone other than the author(s) of the material. Permission is required for substantial inclusion of such content before the material can be made publicly available. There are no rules to determine if third-party content is 'substantial' and each case needs to be judged individually.

FAQ

<u>What is a Repository?</u>

A Repository is an online database used by institutions & organizations to capture, preserve, and provide access to the intellectual output of a scholarly community. It gathers and disseminates a variety of scholarly materials; this includes not only publications in peer-reviewed journals, but also products of education and research not published elsewhere such as data sets, pre-prints, post-prints, syllabi, theses, and dissertations.

<u>Can I place my paper in a repository and still publish it in a journal of my choice?</u>

Most journal publishers now allow authors to deposit their papers in repositories. However, they differ over whether they allow this before (pre-print) or after (post-print) the paper's publication. Some have an embargo period between publication and deposit in a repository. Some will also stipulate how post-prints should be formatted. The SHERPA project website gives details of publisher's current policies on self-archiving and copyright.

How can I be sure that placing my paper in a repository will actually make it more widely available?

Internationally agreed standards for repositories ensure that they are interoperable. Metadata in a format compliant with the Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH) can be collected into databases of worldwide research which users can then search.

What is Open Access?

The Open Access (OA) movement is based upon the key principle that publicly funded research should be made publicly available and as widely accessible as possible. Open Access material is online and free at the point of access, without barriers such as subscription or registration. There is significant evidence to suggest that publishing your work Open Access leads to wider readership, increased downloads and ultimately more citations.

Can material be deposited in the institutional repository of more than one university?
- LAU Institutional Repository is not an exclusive repository. Authors may also deposit their work in other repositories as desired or required.
An item with multiple authors can be deposited by co-authors in the institutional repositories of their universities.

What formats are accepted?

Deposits will be accepted in any electronic format. To facilitate open access and long-term preservation, material deposited in a proprietary format (e.g., Microsoft Word) will be converted to a format for which readers are freely available, such as Adobe's Portable Document Format (PDF).
For additional information, The MIT Libraries have created guidelines for evaluating file formats for long-term access

Nevertheless, the following formats can also be submitted:
HTML
Postscript
MS PowerPoint
MS Word

Image JPEG, PNG, GIF, BMP, TIFF
Video MPEG, QuickTime, AVI.

How will LAUR deal with technological obsolescence (that is, long-term access to file formats that may become dated), both in regards to archival software and software used to create/view/use works in the first place?

While we work to adapt to the latest technological developments in file formatting, we encourage the preservation of data in open, sustainable, internationally standardized formats such as PDF and XML. If you have questions about which file formats can be maintained and preserved within LAUR, please contact us at: archives@lau.edu.lb

I only have printed material. Can I submit this to LAUR?

Only electronic files can be deposited. However, a scanned copy of a printed document is acceptable.

How is this different from self-publishing on my own website/blog/etc.?

If you have a static website that is periodically updated then you know how difficult it is to keep it up to date. As a researcher or a faculty member, it is possible for us to help you manage your materials in a central location, in standardized formats, and in ways that allow for more effective search and retrieval.

Related links

COAR: The Confederation of Open Access Repositories is a not-for-profit association of repository initiatives launched in October 2009. It aims to enhance greater visibility and application of research outputs through global networks of Open Access digital repositories.
 http://www.coar-repositories.org/

DART Europe: The DART-Europe portal provides access to growing amount of full-text research theses from 300 universities sourced from 19 European countries.
http://www.dart-europe.eu/

DOAJ: Directory of Open Access Journals, its aim is to increase the visibility and ease of use of open access scientific and scholarly journals, thereby promoting their increased usage and impact. The DOAJ aims to be comprehensive and cover all open access scientific and scholarly journals that use a quality control system to guarantee the content.

DSpace: An Open Access digital repository software system, released by MIT for archiving eprints and other kinds of academic content.
http://www.dspace.org/

Digital Commons: Search on 70+ repositories worldwide.
digitalcommons.bepress.com

OAIster: A search engine from the University of Michigan that harvests metadata from repositories and allows readers to perform seamless searches across all repositories. Currently, over 20 million records have been harvested from over 1100 repositories.
http://oaister.umdl.umich.edu/o/oaister/

OpenDOAR: An authoritative listing of over 1200 academic open access repositories. In addition, OpenDOAR provides tools and support to improve the quality of the repository infrastructure.
http://www.opendoar.org/

ROAR: The Registry of Open Access Repositories is a list of repositories maintained by Southampton University, including growth data.
http://roar.eprints.org/

ROMEO Project (www.sherpa.ac.uk/romeo.php)
A project that defined the archiving policies of publishers, such as:

ROMEO Color	Archiving policy
white	archiving not formally supported
yellow	can archive preprint (i.e., pre-refereeing)
blue	can archive post-print (i.e., final draft post-refereeing)
green	can archive preprint and postprint

RSP: The Repositories Support Project is a JISC (Joint Information Systems Committee) funded initiative to provide support for the growth and development of repositories. Although focused on the UK the resources should be of interest to anybody starting and maintaining a repository.
http://www.rsp.ac.uk/

SHERPA: An international listing of open access publishers and copyright policies, plus index to journals.
http://www.sherpa.ac.uk/romeo.php

SPARC: Provide advocacy tools, services and webinars to support the implementation process.
http://www.sparc.arl.org/