# **Benefits of Participation**

UDSpace is designed to make participation easy. Communities (such as schools, departments, labs and research centers) can adapt the system to meet their individual needs and manage the submission process themselves.

Communities can create as many collections as they wish in UDSpace. Each collection can be established with different contributors and workflow options.

View Usage Statistics provides authors with a monthly statistics report by email indicating the number of times their works were viewed in the preceding month. Usage statistics provide authors with insight into the impact of their scholarship.

# Benefits for the University of Delaware

UDSpace provides access to research of the University of Delaware through one interface. UDSpace represents University of Delaware scholarship and showcases the international prominence of the faculty and staff. The ability to distribute research results quickly will emphasize the cutting-edge nature of University of Delaware research.

# **How to Participate**

University of Delaware faculty and staff are invited to consider placing their research in UDSpace.

- 1. Identify the material, which needs to be in digital form.
- 2. Read the "Policies and Guidelines" section in this brochure.
- 3. Obtain the written approval of the University of Delaware academic chair, school director or research center director.
- 4. Contact one of the persons listed on the reverse side of this brochure.

Library staff will meet with you to review your needs and discuss the next steps to include your research in UDSpace.

### The creation of UDSpace was made possible through a grant from the **Unidel Foundation.**

# **Contact Information**

University of Delaware faculty and staff are invited to consider placing their research in UDSpace, and may contact one of the following individuals for further information about participation:

### Sandra K. Millard

Associate University Librarian for Services, Outreach and Assessment Email: skm@udel.edu Phone: 302-831-2231

#### **Gregg Silvis**

Associate University Librarian for Information Technology and Digital Initiatives Email: gregg@udel.edu Phone: 302-831-2231

#### William Simpson

Associate Librarian Reference and Instructional Services Department Email: wsimpson@udel.edu Phone: 302-831-0188

### Susan Brynteson

Vice Provost and May Morris University Librarian Email: susanb@udel.edu Phone: 302-831-2231

The University of Delaware is an equal opportunity/affirmative action employer and Title IX institution. For the University's complete non-discrimination statement, please visit www.udel.edu/aboutus/legalnotices.html



# Hours: 302-831-BOOK/302-831-2665



# **University of Delaware Library**

# **UDSpace**

# Institutional Repository



A digital showcase for the research and creative output of the University of Delaware

**UDSpace captures, stores,** indexes, preserves and redistributes the intellectual output of University of Delaware faculty and staff in digital form.

# udspace.udel.edu

# About UDSpace, the University of **Delaware Library Institutional** Repository

UDSpace is a digital library system that uses the open source DSpace software to capture, index, preserve and distribute the intellectual output of the University of Delaware research faculty, staff and students in digital formats to create an Institutional Repository.

# About the DSpace Software and the **DuraSpace Organization**

The DSpace software was jointly developed in 2002 by MIT Libraries and Hewlett Packard. The



DSpace Foundation and Fedora Commons, two of the largest providers of open source software for managing and providing access

to digital content, joined together to form DuraSpace (www.duraspace.org) in 2007.

# What is in UDSpace?

UDSpace consists of University of Delaware original research in digital form, including working papers, technical reports, books, maps, data sets, undergraduate senior theses, and the University's undergraduate and graduate catalog. The newest collections feature Master's Theses (Fall 2009-present), Doctoral Dissertations (Winter 2014-present), and most recently, UD Open Access scholarly articles published by the faculty.

# **Does UDSpace contain all of the University's Research?**

No, UDSpace is limited to digital research materials for which the copyright is owned by the author or the University. Items published in journals or books, online or in print, may be found on the Library web page through DELCAT Discovery (the new cloud-based discovery service that replaced DELCAT), electronic journals or databases provided by the Library. UDSpace is growing rapidly and, as a result, research is being added on a continuing basis.

November 2014

# **Policies and Guidelines**

# 1. Content accepted in UDSpace:

- The work must be produced, submitted or sponsored by University of Delaware faculty or staff.
- The collection or works to be submitted must have the written approval of the University of Delaware academic department chair, school director or research center director.
- The work must be education, research or service oriented.
- The work must not be ephemeral.
- The work must be in digital form.
- The work must be complete and ready for input into UDSpace.
- The author/owner must be willing and able to grant the University of Delaware Library the right to preserve and distribute the work via UDSpace.
- If the work is part of a series, other works in that series should also be contributed so that UDSpace can offer as full a set as possible.
- The required fields must be input with each submission (such as title, author, subject/key words) along with the content.
- UDSpace uses DSpace software which fully supports many common application file types (such as MARC, Adobe PDF and Postscript) and image files (such as TIFF, JPEG, GIF and PNG) and text files [including HTML, TXT (text), DAT (data: ASCII data), RTF (rich text format) and XML]. Audio formats AIFF, AIF and AIFC and video formats MPEG, MPG, MPE, MOV and QT are also supported.

# UDSpace provides access to and manages materials in a professionally maintained archive giving them increased visibility and accessibility over time.

JDSpace Home								
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About UDSpace   UDSpace Policies   In	stitutional Rep	ository Feedback						

# udspace.udel.edu

# Policies and Guidelines (continued)

# 2. The role of the "community" in UDSpace:

A "community" is an administrative unit defined as a University of Delaware academic department, school or research center. Written approval of the academic department chair, school director or research center director is required for inclusion of materials from that community in UDSpace.

In addition:

- Each community (academic department, school, research center) must be able to assign a coordinator who can work with Library staff.
- Groups of faculty or staff wishing to establish a community in UDSpace that do not fall under the definition of academic department, school or research center will require approval of the appropriate academic chair, director or dean.
- Individuals may not submit items without belonging to an established community.
- The individual in the community establishes that the items submitted have copyright clearance and that the submitter has the right to submit the item(s) with regard to copyright compliance.
- The academic department chair, school director or research center director agrees that the information approved for submission to UDSpace will be accessible to the world via the web via UDSpace.