

# Open Access and institutional repositories: Glossary, useful websites and further reading



This document provides further information on open access and institutional repositories. It is a living document and will be revised to reflect changes in the open access and institutional repository landscape.

## 1. Glossary

**Digital Commons:** This software was used for the University of Bolton Institutional Repository (UBIR) from 2007 until 2011 and is an example of a commercial repository software solution. Digital Commons is product of publishers Berkeley Electronic Press (bepress); Digital Commons is available at <http://www.bepress.com/ir/>. Note that in the migration of from Digital Commons to WIKINDX, a number of full-text documents in UBIR still bear Digital Commons cover pages.

**Digital repository :** A digital collection that preserves and provides access to the intellectual output of an institution. A digital repository differs from other digital collections in that the creator of the content (or someone on their behalf) deposits it in the repository, which then manages how it is kept and accessed. Typically, digital repositories are subject- or institution-based and can also therefore be known as **institutional repository** also. They may also be known as **eprint repositories**. Such repositories can hold a wide range of materials from journal articles, conference paper and book chapters to learning objects. A digital repository could also be an **open access repository**.

**e-print :** a digital draft of a research document (usually a journal article, but could also be a thesis, conference paper, book chapter, or book) that is accessible online, usually from a local institutional or a central (subject- or discipline-based) Digital Repository. The term *e-prints* (or *eprints*) covers both pre-prints (before peer review) and post-prints (after peer review) of research journal articles:

e-prints = pre-prints + post-prints.

Not to be confused with **EPrints** – when written with capitals it relates to the open source repository software developed at the University of Southampton.

**Embargo:** The blocking of access to an article for copyright and/or security purposes. Embargoes on scholarly articles usually only last for a year or two, after which time, notwithstanding any conditions, they will be freely available.

**EThOS:** Online theses from the British Library.

**Institutional repository:** see Digital repository.

**Mandate/Mandated deposit :** Mandated deposit means that authors are required to deposit research in a repository. This might the result of a funding body's mandate, or might be the result of an institutional mandate. A number of universities have mandated the deposit of research, and this number is growing. A mandate may also be known as a **requirement**.

**Open Access and Open Access movement:** Free online access to research articles, by anyone, across the Internet. The primary target of the OA movement has been articles published in peer reviewed journals, and the goal has been to make them freely accessible to all potential users via the Internet. Although the focus of OA is peer-reviewed material, OA should not be regarded as being restricted to peer-review. OA occurs when one or both of the following conditions are met:

- All users have free, permanent access to research and licence to use, copy or distribute that research, or that:
- Research is deposited in electronic form into an established repository (Budapest Open Access Initiative, 2002)

The Budapest Open Access Initiative defines OA as:

“[The free] availability on the public internet, permitting any users to read, download, copy, distribute, print, search, or link to the full texts of these articles, crawl them for indexing, pass them as data to software, or use them for any other lawful purpose, without financial, legal, or technical barriers other than those inseparable from gaining access to the internet itself. The only constraint on reproduction and distribution, and the only role for copyright in this domain, should be to give authors control over the integrity of their work and the right to be properly acknowledged and cited.”

**OAI:** The Open Archives Initiative develops and promotes interoperability standards that aim to facilitate the dissemination of content in an effort to enhance and complement scholarly communication.. A repository that has correctly implemented OAI protocols is said to be **OAI-compliant**. Continued support of this work remains a cornerstone of the Open Archives programme.

**Open Archive Initiative Protocol for Metadata Harvesting (OAI-PMH):** A protocol that allows data providers to expose their metadata for harvesting. It supports the regular gathering of metadata from one service to another. OAI-PMH is based on common underlying Web standards - HTTP, XML and XML.

**Peer review:** Peer review is the process of evaluating and checking research against specific criteria before publication. Review is carried out by other experts in the field of research, hence ‘peers’.

**Pre-print:** Advanced publications of studies that have not yet undergone peer review, made available by their authors for free access over the Internet. The original manuscript prior to peer-review.

**Post-print :** Conventional publications that, after initial publication, are placed on the Internet by their authors where they can be accessed for free.

**Research Excellence Framework (REF):** The proposed replacement for the Research Assessment Exercise (RAE).

**Self-archive or self-archiving** - the practice whereby scholars contribute their research to an Open Access eprints archive or Institutional Repository. The deposit (or submission) process is completed electronically, either by the scholar or by repository staff, and allows for the preservation of research. Self-archiving involves reading and agreeing the standard licence, the completion of a web interface where the depositor copy/pastes in the "metadata" (date, author-name, title, journal-name, etc.) and uploading of the full-text document, preferably in PDF format. Where scholars do not self-archive, and items are deposited by repository staff, the process can be described as a **mediated service**.

**University of Bolton Institutional Repository (UBIR):** The institutional repository at the University of Bolton. It is available at <http://ubir.bolton.ac.uk/index.php>.

**WIKIDNX:** An in-house, open source repository solution used for UBIR.

## 2. Useful websites

**American Scientist Open Access Forum:** An active email list on the topic of Open Access. Moderated by Stevan Harnad.

<http://american-scientist-open-access-forum.amsci.org/archives/American-Scientist-Open-Access-Forum.html>

**BioMed Central** - the largest Open Access journal publisher [www.biomedcentral.com](http://www.biomedcentral.com)

**BOAI (Budapest Open Access Initiative)** - the BOAI arises from a small meeting convened in Budapest by the Open Society Institute (OSI) in December 2001. The purpose of the meeting was to accelerate progress in the international effort to make research articles in all academic fields freely available on the internet. The result is the Budapest Open Access Initiative which is a statement of principle, a statement of strategy, and a statement of commitment.

<http://www.soros.org/openaccess/>

**Creative Commons** - a non-profit organisation that works "to build a layer of reasonable, flexible copyright in the face of increasingly restrictive default rules." It helps people publish their work with Creative Commons licenses so that copyright is retained by the author but permits people to copy and distribute the work provided the author is credited and only on the conditions specified by the author in his/her creative commons licence <http://creativecommons.org/>

**DOAJ (Directory of Open Access Journals)** <http://www.doaj.org/>

**JISC Repositories mailing list**

<http://www.jiscmail.ac.uk/lists/JISC-REPOSITORIES.html>

**JISC and RCUK Questions and answers about opening up access to research results**

[http://www.jisc.ac.uk/issue\\_qaopen.html](http://www.jisc.ac.uk/issue_qaopen.html)

**JISC infoNet Digital Repositories infoKit**

<http://www.jiscinfonet.ac.uk/infokits/repositories/index.html>

**JISC Digital Repositories Briefing Paper for Higher Education** (August 2005)

[http://www.jisc.ac.uk/uploaded\\_documents/JISC-BP-Repository\(HE\)-v1-final.pdf](http://www.jisc.ac.uk/uploaded_documents/JISC-BP-Repository(HE)-v1-final.pdf)

**OAister:** A multi-repository harvester that searches millions of records from hundreds of institutions. It is frequently updated. <http://www.oclc.org/oaister/>

**Open Access Webliography** (by Adrian K. Ho and Charles W. Bailey) - very comprehensive but not searchable <http://www.escholarlypub.com/cwb/oaw.htm>

**OpenDOAR** - The Directory of Open Access Repositories <http://www.opendoar.org/>

**Public Library of Science (PLOS)** <http://www.publiclibraryofscience.org/>

PLOS is "a nonprofit organisation of scientists and physicians committed to making the world's scientific and medical literature a public resource." PLOS currently publishes two highly regarded, peer-reviewed open access journals - [PLOS Biology](#) and [PLOS Medicine](#) with more journals planned.

**PubMed Central (PMC)** - "a digital archive of life sciences journal literature at the U.S. National Institutes of Health (NIH), developed and managed by NIH's National Center for Biotechnology Information (NCBI) in the National Library of Medicine (NLM)." <http://www.pubmedcentral.org/>

**Repositories Support Project:** This website includes a number of presentations and publications, as well as a wealth of information about the Repositories Support Project.

<http://www.rsp.ac.uk/>

**ROAR (Registry of Open Access Repositories):** ROAR also provides details of and links to subject as well as institutional repositories. <http://archives.eprints.org/eprints.php>

**Self-Archiving FAQ** <http://www.eprints.org/openaccess/self-faq/>

**SHERPA:** Securing a Hybrid Environment for Research Preservation and Access <http://www.sherpa.ac.uk/index.html> including the **SHERPA/RoMEO database** at <http://www.sherpa.ac.uk/romeo.php>

**SPARC (Scholarly Publishing and Academic Resources Coalition):** SPARC is "an alliance of universities, research libraries, and organizations... helping to create systems that expand information dissemination and use in a networked digital environment while responding to the needs of academe." <http://www.arl.org/sparc/>. The website for SPARC includes the SPARC Open Access Newsletter at <http://www.arl.org/sparc/pubs/enews/>

**UUK (Universities UK)** – Universities UK (UUK) is a body that works to support the work of universities in the UK. UUK's mission has five strands: to influence stakeholders; to provide informed policy analysis; to coordinate agencies; to provide services for its members; to enhance their own operations and effectiveness. <http://www.universitiesuk.ac.uk/>

### 3. Further reading

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