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Embedding Repositories: A Guide and Self-Assessment Tool by JISC

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PRODUCT REVIEW

Embedding Repositories: A Guide and Self-Assessment Tool

Repositories Support Project, Joint Information Systems Committee

2011 | Joint Information Systems Committee (UK) | http://www.rsp.ac.uk/embeddingguide | Free

As the number of institutional repositories continues to grow, the conversation is evolving from how to establish a repository to how to make a repository integral to the operations of an institution. In an effort to create a coherent synthesis of previous studies, literature, and best practices on the topic of embedded repositories, the Joint Information Systems Committee's Repositories Support Project has developed a free online service called Embedding Repositories: A Guide and Self-Assessment Tool. As the title suggests, this guide serves as a resource for users wanting to transform an existing repository into an integral part of an organization's processes, systems, and culture.

The online guide features five sections comprised of text, images, and video that walk the reader through the steps of *creating a business case* for an embedded repository, *engaging researchers*, *integrating the repository* into existing institutional systems, *promoting the embedded repository*, and *measuring usage*. The persistent menu bar makes the site easy to navigate and allows the user to jump from section to section or straight to the self-assessment tool. The tool itself is a multiple-choice questionnaire designed to identify the current position of a repository within an organization and the steps necessary to embed the repository in the organization's processes. While the rest of the site is openly available, the questionnaire can only be accessed after registering with an email address and must be completed in one sitting—something to keep in mind as some questions in the survey may require the input of administration to get an accurate picture of institution-wide environment and needs. When the questionnaire is submitted, the user is taken directly to their "embedded score" and the next steps to further embed the repository, which are ranked by order of priority.

Though aimed at repository staff and managers, anyone involved in the repository, including librarians, administration, and other invested parties, could benefit from reading through the guide and self-assessment tool. While the three real-life case studies in the guide introduction involve universities, the principles therein can be applied to most research institutions. Likewise, while the guide is intended specifically for embedding existing repositories into an institution's research processes, it can also inform the beginning repository by showing how policies and workflows should be shaped to form a solid foundation for a future embedded repository.

Looking through the guide and self-assessment tool, it is evident that the U.K. has developed a solid infrastructure surrounding institutional repositories both within and between institutions; there are hyperlinked references to multiple organizations and initiatives that have no U.S. counterpart. Rather than a deterrent, this can serve as a model for U.S. repositories and a direction for how we might proceed in the future. As a whole, the Embedding Repositories guide and self-assessment tool is an excellent starting point for any repository wanting to take its services to the next level.

For further information:

Repositories Support Project (http://rspproject.wordpress.com/)

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