

## Brock Digital Repository: Policies and procedures

### Introduction

Brock University's Digital Repository is an online archive showcasing and preserving the Brock community's scholarly output. Research by faculty, librarians and master's and doctoral graduates is disseminated around the globe via this Open Access repository, which provides free, immediate access to users while also allowing Brock scholars to track downloads and views of their scholarship.

### What can you expect from open access publishing with Brock's Digital Repository?

- Digital publication of original scholarship
- Digital dissemination of previously published materials
- Google optimization for enhanced discoverability / increased readership
- Author retention of copyright
- Clear institutional affiliation with Brock
- Digital preservation / curation services
- Comprehensive usage data
- Free setup, training, and support

**Questions** about the repository? Please contact Tim Ribaric, Digital Services Librarian, at [tribaric@brocku.ca](mailto:tribaric@brocku.ca) or 905-688-5550, ext.5358.

### Who can submit

The Digital Repository accepts content from Brock University faculty members, librarians, students and staff that meets criteria for acceptable content.

### Acceptable content

Materials submitted to the repository must be:

- Scholarly — related to research conducted at Brock University
- Non-ephemeral—the work must be in a complete form, ready for dissemination
- Licensable in perpetuity—the author must be able and willing to grant the James A. Gibson Library the right to preserve and distribute the work via the repository.

Examples of appropriate content:

- Research papers: preprints; postprints; final versions. Please check on publishers' copyright restrictions before submitting.
- Supplementary research materials e.g. datasets, models, simulations
- Monographs
- Creative works, including images
- Audio/video clips
- Working papers
- Graduate theses and dissertations
- Conference proceedings

Other types of content may also be appropriate: to check, please contact Tim Ribaric, Digital Services Librarian, at [tribaric@brocku.ca](mailto:tribaric@brocku.ca) or 905-688-5550, ext.5358.

### Formats

Every effort will be made to accommodate a wide range of file types.

### Copyright

By depositing your work in the Brock Digital Repository, you grant the James A. Gibson Library a non-exclusive right to publish your work via the repository in perpetuity. You retain full copyright as author of the material and may reuse your content as desired.

Materials deposited in the Brock Digital Repository are assigned a Creative Commons [CC-BY licence](#). Readers who reuse repository content must attribute the source.

Repository users must warrant they are depositing their own work and not infringing on the copyright of other authors or publishers.

For information on publishers' copyright policies, please consult:

- SHERPA/RoMEO – a database of publishers' policies on copyright and self-archiving [www.sherpa.ac.uk/romeo](http://www.sherpa.ac.uk/romeo)
- Elizabeth Yates, Liaison/Scholarly Communication Librarian, [eyates@brocku.ca](mailto:eyates@brocku.ca) ~ 905-688-5550, x4469

### User submission

Repository users are free to submit content themselves. Assistance is available from Tim Ribaric, Digital Services Librarian, at [tribaric@brocku.ca](mailto:tribaric@brocku.ca) or 905-688-5550, ext.5358.

### Dissemination Strategy

Once accepted into the repository, materials will be assigned a unique and persistent digital identifier, called a handle. This identifier should be used when citing or linking to items in the repository.

Content will be disseminated through several platforms:

- SuperSearch, the library's webscale discovery system
- Google/Google Scholar
- OAISTER, a global directory of digital resources -- [www.oaister.org](http://www.oaister.org)
- OpenDOAR, the Directory of Open Access Repositories -- [www.opendoar.org](http://www.opendoar.org)
- ROAR, registry of Open Access repositories -- [roar.eprints.org](http://roar.eprints.org)

