

Five reasons to use Digital Space @ Xavier

1. Increases citation impact: Provides increased visibility for your research and your department, bringing many new readers to your content. Provides world-wide accessibility via search engines like Google and others. Your content is discoverable from a variety of locations and methods with no extra work on your part. Provides sophisticated searching, making your materials easy for readers to find.

2. Guarantees permanence by assigning a stable, permanent URL to your work so readers will always find it

3. Ensures quick, efficient archiving of your scholarly work: Relieves you and your unit of the responsibility for system maintenance and removes information technology barriers.

4. Showcases your scholarship with a personalized researcher page: Collates and displays your submitted documents and provides links to other web resources that you choose.

5. Meets some grant requirements for dissemination: Helps fulfill dissemination and data-sharing requirements of federal and other grants, including the NIH data-sharing requirements (grants.nih.gov/grants/policy/data_sharing/).

Digital Space @ Xavier

Xavier University's Open access Institutional Repository

Xavier University Library
3800 Victory Parkway
Cincinnati, OH 45207-5211
Phone: 513 745-4817 or 3971
Web: digitalspace.xavier.edu

Xavier University

Xavier University

digitalspace.xavier.edu

Showcase your scholarly work

Digital Space @ Xavier is a repository for all Xavier University scholarly, historical and pedagogical works. It enables Xavier faculty, students and programmatic units to make their content accessible to the world at a stable URL, and with the assurance they will be preserved over the long term. Digital Space @ Xavier is a service provided by Content Management under the auspices of the Division of Information Resources.

All Xavier faculty, staff and students are eligible to deposit their work into a Digital Space @ Xavier community. A community may include but is not limited to a college, department, center, institute, research unit, etc. Individuals affiliated with XU may place their work in Digital Space @ Xavier if a sponsoring community within XU decides the content is appropriate for submission and has permission from the rights holder.

Digital Space @ Xavier documents that have text components (e.g. Word, PDF documents) are searched full-text by Digital Space @ Xavier and by general search engines such as Google. In addition, more precise searching is accomplished by metadata records (descriptive cataloging information such as title, author, citation information, subject keywords, etc.) The terms entered into the metadata record by the submitter enable specialized

search tools, as well as Google, to find documents much more effectively than full-text searching alone.

Xavier academic units decide what content to put into their Digital Space @ Xavier community. Digital Space @ Xavier is specifically designed to house and make available materials in a variety of digital formats (text, data, images, audio, video, etc.). Some examples of content include:

- Published materials
- Pre- or post-prints (if the author's rights are retained)
- Working papers and conference presentations
- Undergraduate student research papers (with permission of the student)
- Xavier produced newspapers, magazines, yearbooks, etc.
- Collections of photographs, art works, etc.
- Learning objects and oral histories
- Lectures

The system will accept any file format, though support for some formats is more robust than others. Xavier University will work to preserve as many of these file formats as possible. For more specific information about file formats, please see the Help menu on the main Digital Space @ Xavier page.

The purpose of Digital Space @ Xavier is to provide open access to XU scholarly, historical and pedagogical works to researchers, alumni, and prospective students throughout the world, via the web. By default, materials deposited into Digital Space @ Xavier are open access, which means anyone on the web can access them. In addition, Digital Space @ Xavier materials are protected by copyright, with all rights reserved by the copyright holder. As an alternative to reserving all rights, authors are encouraged to consider licensing their works under a Creative Com-

mons License (creativecommons.org/about/licenses), under which they can preserve those rights that are most important to them (e.g., proper attribution,) and at the same time explicitly grant to readers certain other rights chosen by the author to be used at the readers discretion (e.g., copy, distribute, display, or perform the work.) Documents in Digital Space @ Xavier that are licensed under Creative Commons licenses will display the license conditions.

Contact us to create a community for your department or unit. We will make every effort to assist you with site management, submission, or digitization of materials.

- Michelle Early at 513 745-4817 or early@xavier.edu
- Marcia Poggione at 513 745-3971 or poggione@xavier.edu

To get started, departments or units should decide what content they would like to distribute widely and preserve over the long-term, a contact person to work with the Digital Space @ Xavier team to set up and run the Community, the Community/Collection structure that is best for the department or unit, and individuals who will be allowed to submit materials. Faculty may deposit any items they choose through their departmental community. The contacts listed above will explore establishing a community for your department if they do not yet have one, or will deposit your documents for you in an open community if a departmental community is not an option. Students may submit their scholarly materials through their department's community.

For examples of what we can do for you visit digitalspace.xavier.edu.