

**University of Maine**

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**From the Selected Works of Kimberly J. Sawtelle**

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## Digital Commons@UMaine for Faculty

Kimberly J. Sawtelle, *University of Maine*



Available at: [https://works.bepress.com/kimberly\\_sawtelle/3/](https://works.bepress.com/kimberly_sawtelle/3/)



# Turn Off Cell Phones





# DigitalCommons@UMaine for Faculty

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Fogler Library Tech Support  
581-1692



## What is DigitalCommons@UMaine?

❖ DigitalCommons@UMaine is an Institutional Repository (IR) that provides an opportunity to bring all of UMaine's research together under one umbrella in order to preserve and distribute that work.



## Open Access

- ❖ Free access & downloads
- ❖ No advertisements
- ❖ Meta-data control
- ❖ Search engine optimization (SEO)
- ❖ Stable links
- ❖ Full text uploads
- ❖ Version control



## Discoverability

❖ Works deposited in the IR are cited more frequently, become more accessible, and have greater impact.

- biology, +49%;
- political science, +86%;
- electrical & electronic engineering, +51%;
- clinical medicine, +193%;
- mathematics, +91%





## Search & Discover

- ❖ Google search for the following article:  
Hecker, J.E., & Kaczor, L.M. (1988).  
“Application of Imagery Theory to Sport  
Psychology: Some Preliminary Findings.”  
*Journal of Sport & Exercise Psychology*,  
10(4): 363-373.



## What's in it for me?

### ❖ Mission Statement:





- Disseminate; Share;
- Enhance; Advance;
- Promote; Produce;
- Provide; Educate;
- Demonstrate;
- Qualitative; or
- Quantitative?





## Promoting Research

- ❖ Increase visibility on a global scale
- ❖ Increase scholarly citations
- ❖ Network with peers worldwide
- ❖ Integrate with teaching
- ❖ Promote Grant-funded work

**Readership and Dissemination**Announce papers to personal network of readers and colleagues RSS feeds Readership reports Optimized for Google and Google Scholar 

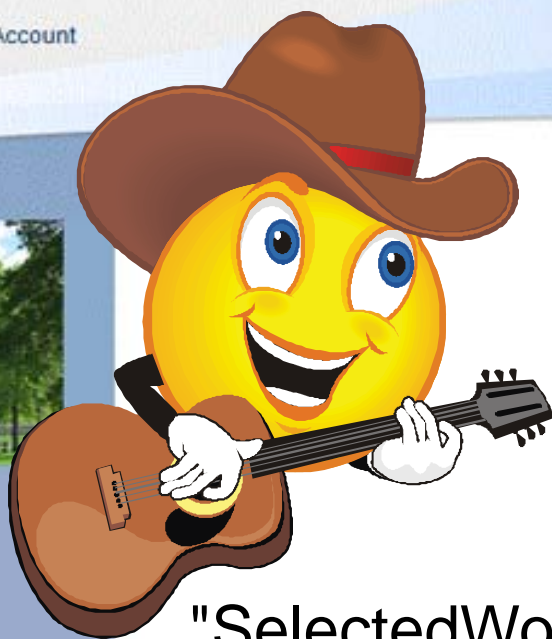
## IR vs. Web page

- ❖ RSS feeds for subscribers
- ❖ Announce new publications
- ❖ Readership reports (via Google Analytics)
- ❖ IR optimized for Google Scholar



## Got Connections?

- ❖ DigitalCommons@UMaine is a perfect, alternative way to disseminate information and measurable outcomes as required by your mission and many federal and private granting agencies.



## Singing the Praises

"SelectedWorks allows me to produce a professional-looking webpage that is easy and quick to manage. I don't need to know how to program and I don't need to rely on someone else to upload and arrange material. I also appreciate the ease of obtaining reports on downloads."

— Gillian Hadfield, Richard L. and Antoinette Kirtland Professor of Law and  
Professor of Economics, University of Southern California

<http://works.bepress.com/ghadfield/>





## SelectedWorks

- ❖ Instantly synch SelectedWorks with DigitalCommons to minimize data entry
- ❖ Immediately become part of an indexed, international network of scholarship
- ❖ Permanent account—Permanent URLs





## Second Verse

"I use SelectedWorks to notify over 1,000 colleagues of each new paper. I love it."

— Nicholas Economides, Professor, Stern School of Business, New York University, <http://works.bepress.com/economides/>



## Example SelectedWorks Pages

- ❖ Gillian K. Hadfield, USC Law:  
<http://works.bepress.com/ghadfield/>
- ❖ Nicholas Economides, NYU Stern School of Business:  
<http://works.bepress.com/economides/>
- ❖ Harlan J. Onsrud, UM Spacial Informatics:  
[http://works.bepress.com/harlan\\_onsrud/](http://works.bepress.com/harlan_onsrud/)



## Take Away

- ❖ SelectedWorks is free
- ❖ SelectedWorks is permanently yours
- ❖ Work invested is not lost
- ❖ Take it with you throughout your career





## It's Free!

- ❖ The IR provides a free, parallel distribution method to support and compliment expensive, printed materials.
- ❖ Re-purpose files created for print documents by simply posting them in the IR to reach a broader audience.



## **SelectedWorks Account Set Up**

- ❖ <http://works.bepress.com/myaccount.cgi>
- ❖ Create new account
- ❖ Provide valid e-mail address  
(recommend FC or maine.edu)
- ❖ Provide institutional affiliation (University  
of Maine—Main)





## Increase distribution

- ❖ Publications—newsletters, pamphlets, booklets, course catalogs, grant reports, technical bulletins, image galleries, exhibit catalogs, tip sheets, or fact series—can be “ingested” into a DigitalCommon@UMaine community.
- ❖ DigitalCommon@UMaine can also host academic journals and peer-reviewed series.



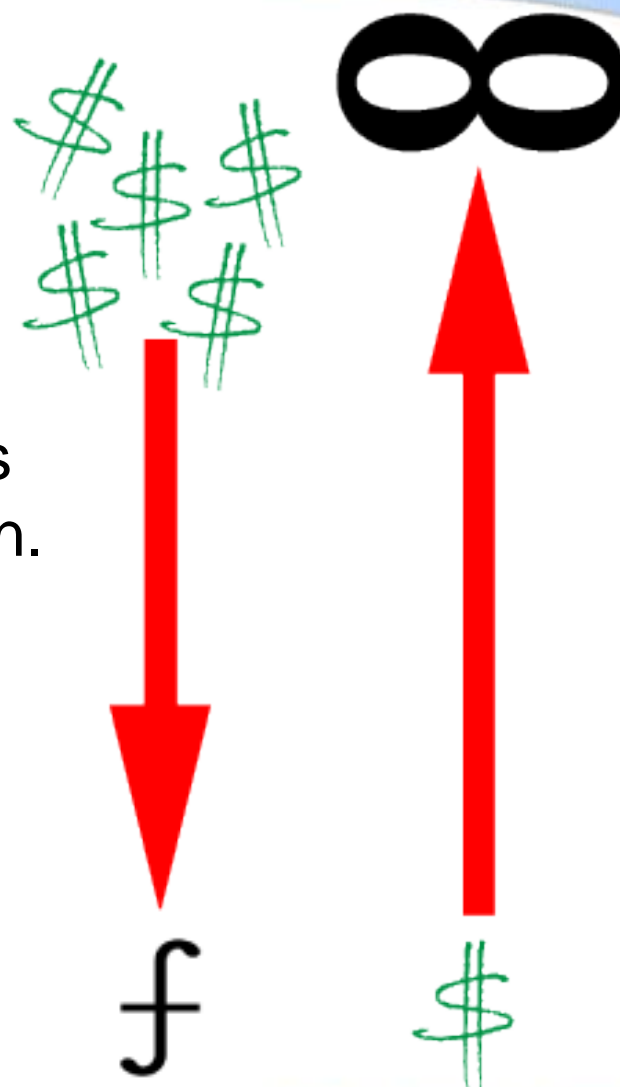
## Example Publications & Galleries

- ❖ Fogler Library Poster Gallery:  
[http://digitalcommons.library.umaine.edu/fogler\\_posters/](http://digitalcommons.library.umaine.edu/fogler_posters/)
- ❖ Fogler Library Friends Newsletter:  
<http://digitalcommons.library.umaine.edu/olvt/>
- ❖ Special Collections Photo Gallery:  
[http://digitalcommons.library.umaine.edu/spec\\_photos/](http://digitalcommons.library.umaine.edu/spec_photos/)



## Conversion

- ❖ High printing costs yield finite distribution.
- ❖ Low to no printing costs yield infinite distribution via DigitalCommons@UMaine.





## **Increase Distribution, Decrease Postage Costs**

- ❖ Re-purpose existing contact lists to develop custom E-mail notifications.
- ❖ Invite contacts to subscribe to an RSS feed.





## Conferences & Events

- ❖ Online workflow to coordinate conferences & events
- ❖ Paper submissions, peer review, publish proceedings
- ❖ Post schedules & embed registration on conference site





## Example Conferences & Events

- ❖ Pacific University Oregon: Sustainable Scholarship:  
<http://commons.pacificu.edu/sustainableschool/register.html>
- ❖ AIS Electronic Library AMCIS Proceedings:  
<http://aisel.aisnet.org/amcis2012/>
- ❖ Eastern Michigan University Graduate Research Fair:  
<http://commons.emich.edu/grf/>



## Quantifiable impact

- ❖ As of August 2012 the IR:
  - Contained 2,299 records
  - In August had 7,039 full-text downloads
  - Delivered 52,709 full-text downloads from January-August 2012



## Grant Reporting

- ❖ Supports proposals of high scientific caliber
- ❖ Incorporate in application strategy
- ❖ Archive electronic progress reports
- ❖ Archive electronic final reports
- ❖ Increased transparency



## Author Resources

- ❖ Optional monthly user reports
- ❖ Download reports
- ❖ Powered by Google Analytics
- ❖ Author dashboard
- ❖ Search queries
- ❖ Dashboard e-mail





## Time Commitment

- ❖ Data entry is straight-forward
- ❖ Batch upload options exist
- ❖ Students can be trained in data entry
- ❖ Organization is key





## Project Organization

- ❖ Fogler Library offers a user's guide at:  
<http://library.umaine.edu/dc/DigitalCommonsMainePrimer.pdf>
- ❖ Personalized, one-on-one training is also available



## Establish copyrights

- ❖ Copyright permission must be obtained for all materials uploaded to the IR
- ❖ Many journals allow posting versions of articles in an institutional repository



## Author Strategies



- ❖ Retain *self-archiving* rights
- ❖ Inform publishers what you want
- ❖ Use a contract addendum retaining author rights to deposit and/or otherwise use own material
- ❖ Keep copies of all publisher agreements



## Next up

- ❖ Contact your Fogler Library Liaison
- ❖ Identify your DigitalCommons Community, Series & Collection
- ❖ Prepare your materials for upload





## What's a Community?

- ❖ Community (top level folder—College)
- ❖ Series (subfolder—Department)
- ❖ Collection (within subfolder—Discipline)





## Gather Files for Upload

- ❖ Create a bibliography of works
- ❖ <http://scholar.google.com/citations>
- ❖ <https://library.umaine.edu/fsprofile/login.aspx>
- ❖ Gather electronic versions of papers (publisher versions?—check Google Scholar)
- ❖ Gather keywords & electronic abstracts



## How Do I Batch Load?

- ❖ Batch loading is available
- ❖ Request a batch load spreadsheet from liaison
- ❖ Download a CSV file of citations
- ❖ Cut and paste data from CSV file to batch load file
- ❖ Fill in missing metadata
- ❖ Return completed file to Fogler for upload

**HELP  
WANTED**



## Want Help?

- ❖ Attend the DigitalCommons@UMaine hands-on workshop
- ❖ [Download training materials](#)
- ❖ Call Library Liaison for one-on-one training
- ❖ Contact Fogler Library Tech. Support: 581-1692





**Any questions?**

- ❖ Contact the department's Fogler Library Liaison (subject specialist)
- ❖ Call Fogler Library Tech. Support:  
581-1692