

Institutional Repository Project

Project Executive Summary

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This document provides a summary of the **University of Manchester's Institutional Repository Project**.

The Project aims to establish Institutional Repository Services which will make it easier for academic staff to store, access, manage, and preserve their scholarly work electronically, and make it easier for University researchers to disseminate their scholarly work electronically via the World-Wide-Web. Benefits the staff and benefits the University.

The Project aims to:

- **Sustain and enhance the research reputations** of University staff and students. Electronic dissemination of scholarly work is now commonplace and often the preferred mechanism of accessing research findings. Obstacles that impair the ability of busy academic researchers to access (good) research findings reduce the likelihood that it is read and cited.
- **Benefit the day-to-day activities of research staff.** Staff will find it easier to display and maintain a list of their publications on their websites; authors and others will be able to confidently cite work using a simple and persistent web address; more scholarly work will be made available electronically, for example, PhD theses, technical reports, and conference presentations. Advice and support will be available on issues of copyright, open access, bibliometrics and research council requirements. Staff will have a single point of contact via which their scholarly work is delivered.

The Project represents a **long-term commitment by the University** to support academic researchers. The Vice President's Research Group (chaired by Professors Nancy Rothwell and Simon Gaskell) requested John Rylands University Library to set up and manage this Project. Professor Carole Goble (School of Computer Sciences) has been appointed the Project's Academic Sponsor, and a Project Steering Group has been convened with representatives from key academic groups, including the four faculties, and support services.

To ensure that the repository **meets the needs** of the staff and students, it will be developed by being closely guided by its user base: through user focus groups, early adopters and beta testers, drawn from across the University.

The Project has **five deliverables** and will consider **four categories of scholarly work**. Deliverables are: achieve staff engagement and awareness; establish a support network; implement a set of repository technologies; recommend a governance and sustainability plan, and setup a functioning repository of digital content. The Project will consider: academic publications (e.g. journal articles, books, book sections, conference proceedings); theses and dissertations; grey literature (e.g. technical reports, conference presentations), and audio visual materials (e.g. performances, compositions).

The Project is **organised into five phases** and will run for two years (starting 1st October 2007).

Phase 1: Start up and initiation, months 1 - 2

Phase 2: Establish pilot repository and functional demonstrators, months 3 - 8

Phase 3: Scale-up repository services, months 9 - 14

Phase 4: Monitor, review and revise repository services, months 15 – 21

Phase 5: Project closure and handover to service, months 22 – 24

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