

---

WELCOME  
TO

RSPACE

RENISON UNIVERSITY COLLEGE  
INSTITUTIONAL REPOSITORY



---

*“An institutional repository (IR) is a set of **services** that a university offers to the members of its community for the management and dissemination of digital materials created by the institution and its community members.”*

- Clifford Lynch, ARL Bimonthly Report 226

### WHAT IS RSPACE?

RSPACE Addresses a problem that faculty and staff members have been expressing to the library over the past few years: how to manage their digital materials and self-post online.

- Captures digital research material in any format directly from creators
- Describes descriptive, technical, rights metadata and assigns persistent identifiers
- Distributes search metadata and delivers via Web, with necessary access control
- Preserves large-scale, stable, managed long-term storage

### BENEFITS FOR INDIVIDUALS:

- Long-term preservation for a variety of digital formats including text, audio, video, images, datasets, and more
- A world-wide audience
- Quick distribution of research results

- Organized access to the body of a researcher’s work for students and others
- A long-term stable URL that can be used in a citation to link to items in RSPACE

### BENEFITS FOR RENISON:

Provides stewardship of scholarly output and access to all the research, cumulative and perpetual, of the institution through one interface

Showcases the international prominence of the faculty both individually and collectively.

Provides a proactive response to the quest for open access

---

### GETTING TO THE REPOSITORY:

- <http://rspace.uwaterloo.ca/xmlui/>

## ORGANIZATION OF THE REPOSITORY:

The repository is organized by communities, corresponding to Renison's academic departments and programs. Communities are also formed around special events such as the LINC Teaching Retreat. There is also a community of faculty and staff members. There can be an unlimited number of entries belonging to a collection within each community.

The organization of Renison's repository allows communities to:

- Decide who contributes content  
If there is a review process
- Decide who will have access
- Determine reviewing, editing, and metadata workflow
- Manage policies at the community, collection, or item level.

## SEARCHING/BROWSING RSPACE:

A search can be confined to a community or include all of RSPACE. It can be searched by keyword, author, title, subject, and abstract, among others.

Content in RSPACE can be browsed by author, title, date, or community.

## ABOUT YOUR SEARCH RESULTS:

As each community controls who can view its collection, your search may uncover all material the database can find, but all that material may not be accessible by you. A description of each community should tell you whether or not you can view its contents.

Each community sets its own access policy. The project team cannot give access to items that have been denied by a community.

## YOUR FEEDBACK:

RSPACE institutional repository is still a pilot project. However, we already have interested several academic centres and faculty.

Some items that are already placed, or can be placed, in our database include peer reviewed and non-peer reviewed articles, community reports, working papers, conference papers/posters, archives, professional development materials, research data, student projects, Social work e-portfolio items, images,

audio and video files, datasets, learning objects, and more.

RSPACE currently has more than 40 items its test bed. We are eager for faculty and researchers to use RSPACE and provide feedback.

## WHAT DO I NEED TO KNOW TO CREATE A COMMUNITY?

Each community consists of an unlimited number of collections. Each collection can be accessed at different levels by different groups of users. Our team is happy to work with you to define these policies for each of your collections and do the population. We need the following information from you:

Who will be responsible for managing the collection for you?

Who will need access to submit to and read the collection?

Who will need access to edit abstracts and other metadata for your collection(s)?

## WHERE CAN I GET SUPPORT?

Renison Library Services will provide training and support.