**Template for Research Repository Case Studies**


Convenors

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The Symposium convenors invite Repository Managers to submit a Case Study which will become part of the conference proceeding and available online.

You do not need to attend the conference to submit a case study and we encourage all Repository Managers to contribute to this exercise.

For conference attendees, there is opportunity during the Symposium for Repository Managers to discuss/share and communicate to others.

The template below gives guidelines on suggested topics to include in your case study.

**Deadline: 30 March 2009** Email your completed case study to any of the convenors

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**Conference Abstract:**

A Research Repository Managers Symposium invites managers to submit a “Case Study” outlining the way that their institution has decided to deliver the requirements for ERA – Excellence in Research for Australia and PBRF Performance-Based Research Fund in New Zealand. The symposium session asks authors of the case studies to briefly share their case studies, followed by a guided discussion session determined by participants. The Case Studies will be compiled into a comprehensive document for public distribution via the Educause Australasia 2009 Conference site.

For other similar Case Studies see the ones compiled by Open Repositories 2008 Conference in the UK [http://pubs.or08.ecs.soton.ac.uk/86/](http://pubs.or08.ecs.soton.ac.uk/86/) The focus of this symposium is how Research Repositories support tertiary institutions in delivering Research Data Collection in Australia and New Zealand.

Themes and information to address in the Case Study would be

- Institutional overview
- Institutional Embedding and Innovative Practices
- Relationships with Research Management Systems
- Sustainability
- Outreach, Marketing and Faculty Engagement
- Technical Environment and Information Technology strategies
- Lessons learned and Future Plans.
Suggested Template - layout and topics to explore in your Case Study.

*(Note these are just suggestions, leave out sections that do not apply)*

Survey is also available online from SurveyMonkey

http://www.surveymonkey.com/s.aspx?sm=WcYrBCXGBCTrx4cMgA4y0Q_3d_3d

Length: From 3-10 pages

Include

- Name of Institution
- Name of the repository(ies) and web address(s)
- Author(s) of the case study
- Summary/abstract
- Date prepared

Institutional Overview

- Include information about your institution, size, focus, FTE, culture
- Where the repository is managed from
- Partnerships, collaborations
- Name of the repository – any tips for others on choosing a name
- Repository timeline
- Mission statements
- Regulatory environment within your institution

Models

Comment on

- Your institutional model based on the Arrow HERDC report
- Institutional embedding and innovative Practices

Outreach, Marketing and Faculty Engagement

- Strategies and Services
- Support required
- Workflow
- Frequently asked questions
- Copyright, licencing,(include use of Creative Commons) and legal aspects
- Barriers to moving forward

Relationships with Research Management Systems and other systems

- Interoperability, data exchanges, and ongoing relationships
- Data duplication and/or matching
- Single signon and authentication issues
- Output to personal web pages, CV creation, Bibliographies and Social Networking tools

Research Assessment and Reporting

Comment on
• how your repository supports formal research assessment exercises
• reporting exercises generally
• Discus on metrics etc outside of these formal exercises

Technical Environment and Information Technology strategies - Platforms/Architectures

• Software Platform(s)
• Database and Operating Systems
• Unique setups
• Mirrored Systems, Redundancy and backup strategies
• Customisations – how heavily is your system customised?
• Metadata schemas
• Open URL linking
• Harvesting

Sustainability

• Organisational Structure - Staffing and resources
• Funding and external grants
• Management structure – reporting lines
• Rate the quality of your metadata
• How much Open Access full text does your repository contain? – is it a question of resources or copyright?

Lessons learned and Future Plans

• What is next? 1 year? 2 years? Longterm
• What has been easy to solve?
• What has been difficult to solve?
• What advice would you give others