Lifecycle Management of ETDs Project

Matt Schultz
Lifecycle Management of ETDs Project

- IMLS National Leadership Grant (October 2011 – September 2014)

- **Project Objective:** To promote best curatorial practices and to increase the capacity of academic libraries to reliably preserve ETDs

- **Project Deliverables:**
  1. Guidance Documents for Lifecycle Management of ETDs
  2. Lifecycle Management Tools
  3. Workshop & Educational Materials
Project Partners

- Bill Donovan (Boston College)
- Xiaocan (Lucy) Wang (Indiana State University)
- Patricia Hswe (Penn State University)
- Geneva Henry (Rice University/George Washington University)
- Yan Han (University of Arizona)
- Martin Halbert (University of North Texas)
- Daniel Alemneh (University of North Texas)
- Gail McMillan (Virginia Tech/NDLTD)
- Katherine Skinner (Educopia Institute)
- Matt Schultz (MetaArchive Cooperative)
Guidance Documents

1. Introduction: Guidance Documents for the Lifecycle Management of ETDs
2. Guidelines for Implementing ETD Programs – Roles and Responsibilities
3. Guide to Access Levels and Embargoes of ETDs
4. Briefing on Copyright and Fair Use Issues in ETDs
5. Guidelines for Collecting Usage Metrics and Demonstrations of Value for ETD Programs
6. Managing the Lifecycle of ETDs: Curatorial Decisions & Practices
7. Metadata for ETD Lifecycle Management
8. Guide to ETD Program Planning and Cost Estimation
9. Guide to Options for ETD Programs

http://www.educopia.org/publishing/gdlmetd
http://www.ndltd.org/resources/manage-etds
Lifecycle Management Tools

- **Virus Checking:** Submitted ETD's may contain viruses that could damage the entire collection if not screened in advance. We provide instructions for using ClamAv.

- **File Format Identification:** Knowledge of the formats used in an ETD can help a program determine whether an ETD submission (particularly supplemental files) adheres to program requirements and what software will be necessary to access the data in the future. We provide instructions for using DROID, FITS, JHOVE2 & the Unix file command.

- **Preservation Metadata:** Actions taken during curation should be recorded in order to track their success and failure. We provide instructions for using the new PREMIS Event Service.

- **ETD Submission:** Submissions systems can range from simple to complex, but at their most basic should allow for simple upload, standardized metadata collection, and facilitate on-going ETD workflows into an institutional repository. We provide instructions for using the new ETD Drop application.

http://metaarchive.org/imls/index.php/Lifecycle_Management_Tools
ETD Lifecycle Management Workshop

Lifecycle Guidance

1. Guidelines for Implementing ETD Programs
2. Guide to Access Levels and Embargoes of ETDs
3. Briefing on ETD Copyright Issues and Fair Use in ETDs
4. Guidelines for Collecting Usage Metrics and Demonstrations of Value for ETD Programs
5. Overview of Formats, Complex Content Objects, and Format Migration Scenarios for ETDs
6. Metadata for ETD Lifecycle Management Implementations

Lifecycle Curation Tools

- Virus Checking
- Unix JHOVE2 Format Recognition
- Preservation Metadata
- Librarians UNT PREMIS Event Record Keeping
- Librarians ITV Vendors catalog & archive ETDs
- Graduate Schools process, approve & embargo ETDs
- Librarians/IT Vendors disseminate ETDs
- Graduate Schools, Libraries/Vendors also update ETDs
- Student authors create & submit ETDs

Graduate Schools & Libraries/Vendors also update ETDs
Libraries/IT/Vendors catalog & archive ETDs
Libraries/IT/Vendors disseminate ETDs

ETD Stakeholders on the Lifecycle

- Graduate Schools & Libraries/Vendors also update ETDs
- Student authors create & submit ETDs
- Graduate Schools process, approve & embargo ETDs
- Libraries/IT/Vendors catalog & archive ETDs
- Libraries/IT/Vendors disseminate ETDs

ETD Lifecycle Management

http://metaarchive.org/imls/index.php/Education_Materials_and_Associated_Workshop
Next Steps

- Final Improvements
  - Lifecycle Management Tools
    - Final Manual Updates
    - Need volunteers to download, test, and give us feedback!
  - ETD Lifecycle Management Workshop
    - Final Packaging
    - Licensing
    - We need new workshop host volunteers!
Future Research


- **Project Objective:** To improve ETD policies and practices around *research data* and *complex digital object* management nationally.

- **Project Deliverables:**
  1. Guidance Briefs
  2. Curation Workbench
  3. Training Workshop
Contacts

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• Project Wiki: metaarchive.org/imls
Thank You!

Questions?