

*A. Pierre Guillermin Library*  
*Digital Commons Information*

---

Liberty University

Year 2007

---

Introduction to the Liberty University  
Digital Commons

Tyler Veak  
Liberty University, [tveak@liberty.edu](mailto:tveak@liberty.edu)

# Introducing the Liberty University Digital Commons

Liberty University -- May 24, 2007

## Session objectives:

- Introduce Digital Commons Team and Project
- What is a “Digital Commons”?
- Benefits of participating
- Who may participate?
- How to get started?

## Project Team

- Dave Barnett, Dean ILRC
- Josh Ellsworth, Systems Librarian
- Carl Merat, Project Coordinator
- Randy Miller, Outreach and Instruction Coordinator
- Tyler Veak, Digital Commons Manager

## Project Phases

- Pilot Phase => 1/07 – 5/07
- Open Phase => 5/07 -- ?
- Expansion Phase => ~ 2008 -- ?

## Pilot Phase

- Guillermin Library
- School of Education
- Theses and Dissertations (i.e., ETDs)
- And various “skeleton” communities

*“I demonstrated [the Digital Commons] in our department meeting today and already have one more posted. Notice of the submission was emailed to me and I approved the posting. It was very user-friendly.”*

--Dr. Karen Parker

Dean, School of Education

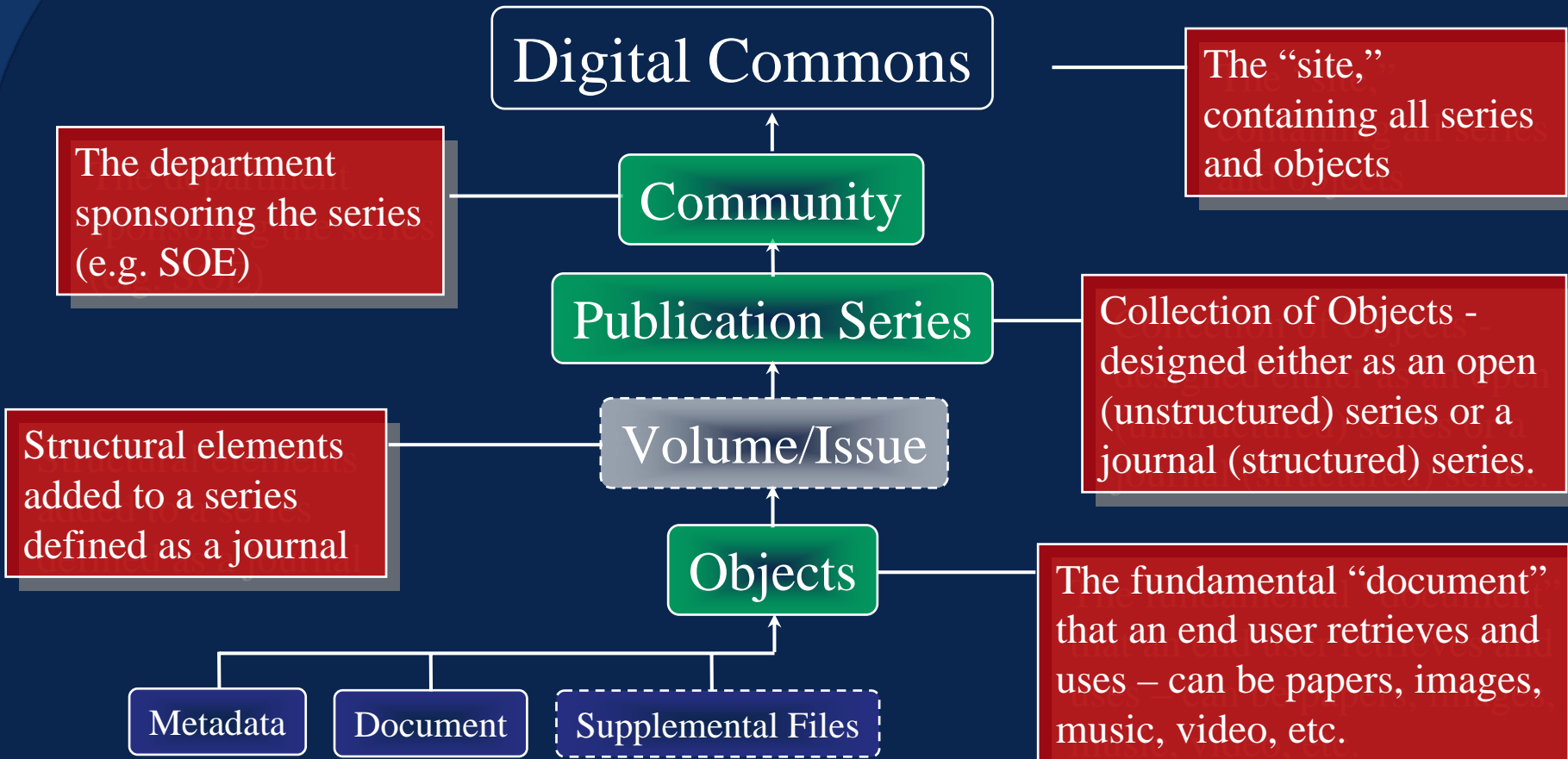
## A Digital Commons is:

- An online institutional repository for disseminating, storing and preserving the education and research output of Liberty.
- A way to unify and showcase Liberty's scholarship.
- A full-featured but reasonably simple interface to create online scholarly communities.

## A Digital Commons is:

- Not an intranet (think \\Molly)
- Not a place to post sensitive data
  - Access to full text of a primary document can be restricted, but we cannot prevent metadata from being harvested
- Not a place to temporarily post a document
- Not a place to post any document for which copyright/ownership is in question

# Four Levels of Site Structure



## Three Interfaces of Digital Commons

- The public interface
  - This is what any interested researcher or user with Web access can view
- The author submission interface
  - This is where authors (if you allow them) accept an agreement form, provide the metadata, and upload their submission
- The editor(s) interface
  - Manage submission
  - Create series, communities, and Faculty Works pages
  - Make changes to the site

## Features of the Digital Commons

- Obtain useful access statistics
- Built-in alert service
- Open access
- Accepts multiple formats
- Journal publishing
- Rapid dissemination
- Excellent customer support

## Benefits of participation

- Scholarly work of Liberty faculty and students highlighted and shared broadly
- Centralized and enduring collections of new and existing scholarship
- Ability to create your own “Faculty Selected Works” page
- Funded and supported by the Library

*“Liberty University faculty and students are making significant research contributions in many academic disciplines. The Digital Commons provides us with a web-based agora through which many of these resources can be made available to the global academic community. We are excited about the opportunity to provide a venue like this to showcase the University’s centers of excellence!”*

--Dr. David Barnett, Dean ILRC

## What can be contributed?

- Journal articles
- Book chapters
- Working papers
- Conference presentations and proceedings
- Audio and video files
- Theses and dissertations
- Data sets
- And more...

## Who can submit content?

- LU Faculty
- LU Students
- LU Academic Units
- LU Administrative Units
- LU Alumni
- Non-LU Scholars

## How do you submit content?

1. After establishing a “community” and “series,” and assigning editors,
2. Authors submit using web-based form;
3. Or, they can simply email their submission to the series editor;
4. Series editors approves and uploads content.

# Typical Publication Process

Author/Editor

Series Editor(s)

Users



- Submission is a simple web form – no custom application to download
- Authors, Administrative staff, or Library staff could upload material

- Document is reviewed /revised in the administrative interface
- Editor(s) get an email announcing receipt of new submissions
- Peer review can be integrated

- Documents are published immediately on the site with editor approval

## Who will manage your content?

- Library will assist during the start up, and
- Submit theses/dissertations
- **Your department/school will need series editor(s)**
- **If desired, journals will need peer-reviewers, copy editors, etc.**

## What to do next?

- Schedule a meeting with the Digital Commons production team to decide:
  1. The “look” of your community – what you want the public to see
  2. The structure -- community, sub-communities and series
  3. The naming conventions for your communities and series
  4. Who will submit material and look at the variable interface options
  5. Who will act as editor(s) for each series established

## To get started contact:

- Digital Commons Manager :

Dr. Tyler Veak: [tveak@liberty.edu](mailto:tveak@liberty.edu), or  
[digitalcommons@liberty.edu](mailto:digitalcommons@liberty.edu)

- Technical Support :

Mr. Carl Merat: [cmerat@liberty.edu](mailto:cmerat@liberty.edu)