Everything You Always Wanted to Know About JagWorks…But Were Afraid to Ask

Presentation Transcript

Slide 1 – Title slide. Everything You Always Wanted to Know About JagWorks…But Were Afraid to Ask. USA Libraries Staff Summer Workshop 2023. Presentation by Jana Herrmann, JagWorks Institutional Repository Administrator.

Slide 2 – Presentation outline. There are four parts to the presentation. First, I will give a general overview of JagWorks, what it's used for, who can use it, available features, etc. Next, I will go over how collections are built in JagWorks. Third, I will take you on a tour of the JagWorks website. Lastly, I will give some closing remarks on what was covered in the previous sections and talk about ways you (other library staff) can help with JagWorks.

Slide 3 – Part One. General Overview of JagWorks.

Slide 4 – JagWorks Institutional Repository is an open-access platform and digital archive for USA. It is fully hosted by Digital Commons (bepress™), and they host over 600 institutional repositories worldwide.

Slide 5 – The purpose of JagWorks is to showcase USA's scholarship and research and to increase the visibility and impact of USA by reaching a global audience through the repository's open-access platform. Additionally, JagWorks can provide a secure storage place for USA's content.

Slide 6 – Now that we have the repository, what do we do with it? How can we use it? JagWorks is a platform that can support the institutional needs of all campus stakeholders through **Content Management, Knowledge Management, and Information Management.**

Slide 7 – So, what are some possible institutional/campus needs that JagWorks can support?

Suppose a faculty member wants to launch an interdisciplinary journal with some colleagues.

Perhaps an instructor needs a place to share his/her/their open educational resources and course assignments (other than Canvas).

Suppose a college or department needs a place to showcase the full spectrum of faculty and student scholarly and research work beyond published articles.

Undergraduate and graduate students seeking to make their theses or dissertation work openly available and discoverable.

Faculty researchers looking for a place to store and make their datasets openly available in accordance with funder mandates.

The list is endless…

JagWorks Institutional Repository platform has built-in features to support all of these institutional needs and more.

Slide 8 – JagWorks is available to use by anyone affiliated with USA or USA Health Systems.

Slide 9 - Some standard or "out-of-the-box" features available with JagWorks. And these seem to be some of the most appealing features potential users have expressed interest in when I am promoting the repository.

Slide 10 – In addition to those standard features, here are some other features that the repository platform offers but haven't really been fully utilized yet.

Slide 11 – In addition to the standard features, these are some services that the JagWorks team (Me, Jana Herrmann, and some student assistants) provide to repository users.

Slide 12 – Part Two. Building Collections in JagWorks.

Slide 13 – Content Structure. Content submitted to JagWorks is arranged in flexible virtual hierarchies composed of **communities** and **collections**.

Communities group and display collections or nested sub-communities. They are the larger container structures or "parent" structures that house or hold all of the other content.

Collections group and display content. They contain the actual content or material submitted/uploaded to the repository (PDFs, Data files, image files, etc.). And they are composed of different publication (structure) types, which depend upon the type of material they will contain.

Slide 14. Publication/Collection Types. As I mentioned in the previous slide, collection structures depend on with type of content or material they will contain. There are six types of publication or collection structures.

The first is a "Series" publication structure. It is used for content that can be viewed as a series of documents, usually in pdf format.

The second is a "Book Gallery" publication structure. It is designed to follow standard book publication formats.

These first two structures are the most flexible and can contain a wide variety of file types, from pdfs to data files to photos.

The next is an "Electronic Thesis and Dissertation" (ETD) publication structure. It is similar to the Series publication structure but is formatted to contain theses and dissertations.

Next is an "Image Gallery" publication structure. It is the most restrictive and least flexible of the six structures. It can only be used for images or photos.

Next is a "Journal" publication. It is formatted to follow the basic structural format for a published journal.

Last is the "Event Community" publication structure. It is formatted to follow a timeline order for content that would be part of a scheduled conference or event.

These are just the basic formats for these structures. Most can be altered or formatted to fit the user's needs and content type.

Slide 15. Standard Publication Metadata Fields. Each publication/collection structure comes with standard metadata fields that pertain to the basic type of content that each structure contains.

For example, the Book Gallery structure has metadata fields that one would find or use for publishing a book. However, all of the metadata fields for each structure type can be modified to fit the needs of the user and the content. This is what I was referring to when I mentioned customizable metadata fields when talking about the standard features of the repository.

Slide 16. Note about JagWorks Metadata Standards. Digital Commons supports the Open Archives Initiative Protocol for Metadata Harvesting. However, it only applies to the outbound harvesting of content from JagWorks to another platform.

Metadata fields in JagWorks conform to Dublin Core metadata standards by default. However, this can also be modified to follow other standards if necessary.

Slide 17. Workflow for adding content to JagWorks. This is a very simplified workflow for how content gets added or upload to the repository. One workflow follows the steps that I take to upload content, and the other follows the steps that I take to show a user how to upload content.

Slide 18. Part three – Navigating the Repository.

Slide 19. Tour of the JagWors@USA website. There are several different ways one can access the JagWorks Institutional Repository website.

The first way would be to type jagworks.southalabama.edu into any internet browser.

The second way would be to access the link on either the Marx or Biomedical Libraries homepages.

The third way would be to go to the USA website and search under "J" in the A-Z search.

Slide 20. Part four. Closing Remarks and Ways You Can Help with JagWorks.

I went through some very basic information today about the JagWorks repository, and this was only the tip of the iceberg. There is a whole different side of things on the back end that I didn't have the time to show. However, you can always contact me if you are interested in learning more. Like, how do you make changes or corrections to content that has been uploaded if there is a mistake? Or how do you remove something once it's been uploaded?

Slide 21. With this presentation today, I hope I have helped give you a basic understanding of how the repository is set up and how it can be used. But now is the part where I ask for your help.

I am new to the library world, and I don't know all of the things you know. So, if you have ideas about content or new collections, please share them with me. I have already gotten several great ideas from people like Nancy Pugh and Gail Kouame about the COM Annual reports. I have also gotten some helpful information from Debbie Cobb and Lisa Leinhos. So please – Share your ideas and knowledge!

Slide 22. You can also help by spreading the word about JagWorks. I am doing my best to let everyone know about the repository, but it's a big campus, and most still do not know USA has an institutional repository. So, if you have an opportunity, please help promote the repository.

Slide 23. Lastly, by working together to promote and support JagWorks, we can continue to grow the repository and make it a success for the university.

Slide 24. Contact Information for Jana Herrmann, Institutional Repository Administrator.

Please email me at jherrmann@southalabama.edu. Please note that Herrmann has two "r's" and two "n's", H – e – **r** – **r** – m – a – **n** – **n**. If you do not add the double r and double n, then you will send your email to Julie Herman in the School of Marine and Environmental Sciences.

Or, you can send emails to the JagWorks IR email address. I answer that account also.

You can also call me on my office phone.

I have offices in both libraries. My office in Marx is on the first floor in the cataloging department, cubical 156. My office in the biomedical library is on the third floor Administration section, office #325.

End of presentation.