FAQ: JEWLScholar@MTSU

What is JEWLScholar?

JEWLScholar@MTSU is an open access institutional repository maintained by the James E. Walker Library (JEWL) that showcases and preserves works by the MTSU community. The mission of JEWLScholar is to gather, preserve and facilitate the exchange of knowledge created by MTSU faculty, staff and students in an environment of open communication. This means materials in JEWLScholar may be viewed by anyone. These items are preserved with a static URL for long term access.

Who may submit materials to JEWLScholar?

Faculty, Students and Staff of MTSU are encouraged to contribute scholarly, educational and creative works into JEWLScholar. Researchers affiliated with MTSU may also place their works into JEWLScholar.

How will researchers discover the materials in JEWLScholar?

The full-text and citations of documents are searchable within JEWLScholar as well as popular and scholarly search engines such as Google and OAIster. This is accomplished through indexing and metadata elements (title, author, keywords, etc).

Why should I submit my works into the JEWLScholar repository?

- Increased Visibility: content is immediately discoverable by internet search engines
- Longevity: your work will have a stable and linkable URL so researchers can find and share it
- Comprehensive and Cost Effective: the library manages the technical and financial maintenance, storing and showcasing your works for you for free.

- Grant Requirements: may help fulfill data-sharing requirements (such as NIH). Submitting your works into JEWLScholar can help meet that criteria.

How do I submit works into JEWLScholar?

To submit your work, click on the submit button on the JEWLScholar homepage at http://jewlscholar.mtsu.edu. This takes you to the submission form where you enter your name and a few details about your work. The library will then facilitate the copyright confirmation and item uploading process prior to making the work available through JEWLScholar.

Can I still publish the work if I've already submitted it to JEWLScholar?

Authors retain the copyright of all content posted in the repository. The deposit license agreement specifics a nonexclusive right to use. This means the author retains the copyright and is free to reuse the content elsewhere.

If a working paper is published in a journal (either in the same form or in a revised form), many journals will allow the working paper to remain in an institution's repository, especially when it is for educational or scholarly noncommercial use. There are some journals however that do require the working paper to be removed. See the SHERPA RoMEO website for a list of publisher copyright and self-archiving policies.

Can I submit just a bibliographic citation and abstract if I don't want to include the full work in JEWLScholar?

Generally, JEWLScholar only accepts fully completed works as a submission. The library may make exceptions for faculty members who would like an online record of their publishing history. Since many faculty have works already published elsewhere, a basic record with an external link to the original work may be created. Please contact us for inquiries.

What types of materials are appropriate for submission?

- Peer-reviewed materials (if rights retained)
- Grey literature (working papers, conference proceedings, etc)
- Dissertations and theses
- Student Awards based on research (Scholar's Week, regional/national competitions)
- Creative works (audio, music, video)
- College, department or research center related annual reports, journals or newsletters

I don't have electronic versions of old working papers. Is it ok to scan the printed page to a PDF?

Yes, scanning printed pages is the preferred way to make a PDF file ready for inclusion in the repository. A simple image scan will get the item into the repository but may not make the full text searchable.

Optical Character Recognition (OCR) scanning, although requires careful proofreading and slightly changes the formatting of the document, will enable the scanned PDF to be searchable. These are the two most used options for scanning. For assistance, please contact us.

If my lab wants to create content for JEWLScholar, do we have to download the DSpace software?

No, the MTSU library runs and maintains DSpace servers for the entire MTSU community. MTSU faculty, students, staff, departments, colleges or centers do not have to download or run software on their servers. You use a web-based submission form and search interface to access JEWLScholar. The library does the rest.

Do I retain the copyright to my work in JEWLScholar?

Yes, JEWLScholar does not require you to give up your copyright as some publishers do. The library only requires that you agree to the deposit license.

How do I protect my rights as an author from others?

JEWLScholar is openly accessible to anyone through the internet. All works set down in tangible form are automatically projected by U.S. copyright law. When you submit a previously unpublished work into JEWLScholar, that work is immediately projected by copyright. Copyright restricts the use of works by others unless the user explicitly asks for permission to use your content.

However, authors who submit items are encouraged to consider licensing their works with a Creative Commons License. This will allow authors to select the rights most significant to them, while granting readers certain other rights as appropriate. For example, authors may grant the right to distribute, display or perform the work.

If you work has previously been published, you may no longer hold the copyright to your work and therefore may have limited options regarding electronic distribution of that work. Publisher policies differ on this pint. Some allow re-distribution via digital repositories, other do not. See the SHERPA RoMEO website for a list of publisher copyright and self-archiving policies. See the Scholarly Communication LibGuide for suggestions on managing your copyright.

Do other universities have repositories like JEWLScholar?

Yes, there are many, including MIT who is the lead organization that created DSpace, the software platform JEWLScholar uses. Others include Georgia Tech, Vanderbilt University, Cornell University, Harvard University, and countless others worldwide.