

What is IDEALS?

- Disseminates, preserves, and provides persistent and reliable access to the research and scholarship of faculty, staff, and students.
- Find articles, working papers, preprints, technical reports, conference papers, presentations, and data sets in various digital formats
- Organized around communities which correspond to scholarly or research units such as schools, departments, labs and research centers.

What Can I Deposit?

- All types of scholarly research materials
 - Preprints
 - Previously published material
 - Working papers
 - Technical reports
 - Presentations
 - Data sets
 - Other scholarship not usually submitted for peer-reviewed publications

What formats are accepted?

- Whatever format your research is in
- Prefer formats considered preservable
 - Openly documented
 - Supported by a wide range of software platforms
 - Widely adopted
 - Lossless data compression (or uncompressed)
 - Doesn't contain embedded files or scripts
- Audio/video accepted
 - No streaming
 - IDEALS staff have to load files over 500 MB

Copyright Considerations

- You retain your copyright when you submit items into IDEALS.
 - You give UIUC permission to distribute and preserve your submission.
- If you publish in a journal and have signed away your copyright...
 - Some publishers give their authors permission to deposit published articles into repositories like IDEALS.
 - Check Sherpa list of Publisher Copyright Policies and Self-Archiving (<http://www.sherpa.ac.uk/romeo/>) to see what the journal's policy is.
 - Ask your publisher whether you can submit your work into the institutional repository (IDEALS).
 - Negotiate to submit your work to IDEALS by using the CIC Author Addendum to negotiate for retention of these rights.
 - You can also negotiate directly with the publisher. SPARC offers useful resources for authors.

Can I place material someplace else if I've already deposited it?

- Depends on the publisher
 - Some will not accept material made available elsewhere, even if not formally published
 - Check with potential publishers to ensure you can safely deposit a preprint , for example, into IDEALS

Management of and Access to Deposited Items

Can I make changes to an item once I've deposited it into IDEALS?

- No, except:
 - Can submit both a preprint and a postprint
 - A collection administrator can deposit new items on the same IDEALS record
 - Useful for revised versions of presentations, etc.
 - Collection administrators can also make changes to item metadata (data about the items...title, abstract, etc.)

Withdrawing items from IDEALS

- Triggers for withdrawal may include discovery of a copyright violation or publication of an article with a publisher that does not allow previous versions to be available.
- Only IDEALS staff can withdraw items from the repository.
- Items may not be withdrawn because the depositor or author is moving to another institution.
 - The depositor has the right to give additional copies to other institutions under the non-exclusive agreement.

When an item is withdrawn

- A copy will remain in an inaccessible archive (as specified in the deposit agreement).
- Since any item that has existed within IDEALS may have been cited via its persistent URL, IDEALS will always supply a "tombstone" when the item is requested.
- The tombstone includes the statement “The item you are trying to access has been withdrawn from IDEALS” and will include a link to the feedback form for more information.
- Withdrawn items will not be available for harvesting by services such as OAIster or indexing by search engines.

Who has access?

- Anyone can access the deposited items in IDEALS unless you place access restrictions upon them.
- IDEALS strongly encourages you to allow open access to your research, unless there are special circumstances which require such restrictions.
 - For example, some INHS reports are restricted because of specific location information about endangered species.

The IDEALS Tour