Marshall University

Electronic Theses & Dissertations

Program Implementation

Issues & Responsibilities
ETD Goals

♦ Students learn about electronic publishing and digital libraries
♦ Timely technology and knowledge sharing
♦ Universities unlock the potential of their intellectual property and products
♦ Improve library services
Program Considerations

♦ ETD server & software
♦ Web information site
♦ Administrative policy & task force
♦ Public relations
♦ Training & information
♦ Computer lab assistance
♦ Technical support
♦ Access to ETDs
Program Impact

♦ Administration
♦ Graduate School
♦ Office of Information Technology
♦ Library
♦ Students
♦ Faculty
The WVU Experience

West Virginia University
Electronic Theses and Dissertations
Transforming graduate education & research
WVU Team Collaboration

♦ Office of Academic Affairs and Research
  ♦ Provost & Office of Graduate Education

♦ ETD Task Force
  ♦ Planning, Policy, Administration, Education, & Technology Issues

♦ Academic Computing
  ♦ Student technical support, labs, workshops, Web resources, database implementation, archiving

♦ University Libraries
  ♦ Student advising, Web resources, submissions review, cataloging, reference & document delivery services, archiving
Education

♦ ETD Workshops / Consultants
  Academic Computing (technical consultants)
  ♦ 1.0 fte; rotates among 4 consultants existing personnel utilized
  ♦ ETD Document Preparation and Conversion
    ♦ Many students need lack basic word processing and multimedia skills

♦ ETD Graduate Seminars
  University Libraries (submissions consultant)
  ♦ Many students complained initially, now accepted and exploring new formats
Libraries Technical Services

♦ Submissions
  ♦ 1.0 fte; existing personnel utilized:
    ♦ Library Technical Consultant and occasional backup
    ♦ Library ETD Program Coordination & Task Force Liaison
    ♦ Equivalent to submission & review by graduate school

♦ Cataloging
  ♦ 1.5 fte; existing personnel utilized:
    ♦ Cataloging Librarian, Library Technical Assistant
    ♦ Cost reductions for binding, handling, etc:
      ♦ $6.00/ dissertation unit; Library formally subsidized ½ of cost; savings of at least $1,000 per year.
      ♦ Handling: no book processing labor required
Libraries
Public Services

♦ Reference / Document Delivery:
  ♦ Existing personnel utilized; minimal impact; required initial training, augmented use of electronic delivery & copy services
Collection Maintenance

- WVU Academic Computing
  - Server and maintenance:
    - 0.3 fte; existing personnel utilized
  - Dell 20 GB hard drive, Windows NT, Cold Fusion
  - Initial database programming setup & archiving routine required
  - Daily back-up of new submissions
  - Weekly back-ups of entire ETD collection via WVNET’s robot cartridge tape
  - Periodically write entire database to CD-ROM
  - ETDs sent to UMI for electronic and microfilm backup: Academic Computing / University Libraries
ETD Submission Process

- Student enrolls in graduating semester, forms committee, designates chair, receives degree completion information
- Student creates thesis or dissertation
- Student attends oral defense
Deliver ETD Submission Packet to Library

- Completed ETD Submission Packet
- ETD Submission Signature Form
- Submission Fee
  - $55.00 for Master’s
  - $65.00 for Doctorate
- Completed UMI Agreement Form
- Printed Copy of Title Page & Abstract
- Copyright Fee: $45.00 (optional)
- Completed Survey of Earned Doctorates (Doctorate Only)
Student Prepares Final Document for Submission

♦ Office of Academic Computing
  – Student technical support and labs
♦ Software from department or college lab
♦ Purchase software

➢ Document conversion to approved format
Student Submits ETD Document & Data Online

♦ Web based submission form
  http://etd.wvu.edu/submittd2.htm

♦ ETD is made available according to student’s Web Distribution choice.
  1. World
  2. Campus Only
  3. Campus Encrypted
  4. No Access
ETD Review Process

♦ Committee Chair
  – 5 working days to approve
♦ Library reviews format
♦ Library approves submission upon:
  – Receipt of completed ETD Submission Packet
  – Approval of ETD document format
Library Processing

- Library / Academic Computing sends copies of ETD files and packets to UMI for publication and archival services.
- Library catalogs ETD:
  - MountainLynx
  - OCLC
Library Access to ETDs

- Citation from the WVU MountainLynx Catalog
  - Links to Online Full-text documents
- Direct Search / Browse
- Document delivery services (ILL)
Library Access to Restricted ETDs

♦ Campus Only ETDs
  - Electronic files free via Inter-Library Loan email attachment
  - Print copies for $15.00 via Library Copy Services

♦ Campus Encrypted ETDs
  - Available in print format only via ILL.

♦ Restricted ETDs
  - Secured from access for patent / proprietary concern.
Realities of Digital Publishing

♦ Most publishers say:
  ♦ “Campus-Only” Web distribution of ETD is acceptable, and will not harm prospects for publishing.

♦ Many publishers say:
  ♦ Thesis or dissertation normally considered as a preliminary work, not a magnum opus.
  ♦ “Self-acknowledged archiving” via online campus collections enhances the peer review process.

♦ University Tenure Systems
  ♦ Electronic publishing is beginning to be recognized for basis of granting tenure and promotion to university faculty.
ETD Exemptions

- Master’s Theses: 2 bound copies
  - 2 original committee approval signature sheets.
  - Approved ETD Exemption Form
- Doctoral Dissertations: 2 unbound copies
  - 2 original committee approval signature sheets.
  - Approved ETD Exemption Form
  - Submission Fee: $65.00
  - Completed UMI Agreement Form
  - Printed Copy of Title Page & Abstract
  - Copyright Fee: $45.00 (optional)
  - Completed Survey of Earned Doctorates
  - Library provides signed Approval Form to student
Statistical Profile
- Important numbers to track

♦ Paper Thesis and Dissertation Circulation (Pre-ETD)
♦ Monthly, Annual & Total ETDs Accesses
♦ ETD accesses by domain (if possible)
♦ Most Popular ETD
♦ Total Number of ETDs in Collection
♦ Web Distribution Type
♦ Format Types in Collection
♦ Number of Submissions per Year

Number of Accesses

0
500
1,000

813
Overall WVU ETDs Accesses

Number of Accesses

- 24,770

1998: 10,000
1999: 24,770

1998 1999
Total WVU ETDs Accessed: 1998 - Present

Number of Accesses

- 0
- 10,000
- 20,000
- 30,000
- 40,000
- 50,000
- 60,000

50,364
WVU ETD Most Accessed

Number of Accesses

Technology Education

Total

2,515

Number of Accesses

4,000

2,000

0
Total WVU ETDs as of October 2000

Number

700
WVU ETD Web Distribution Type:
1998-1999

- World: 56%
- Campus-Only: 41%
- Patent: 3%
Web Distribution of WVU ETDs: 1999-2000

- World: 53%
- Campus-Only: 42%
- Patent: 2%
- Campus-Encrypted: 3%
WVU ETD Format Types

- pdf: 98.97%
- pdf & jpeg: .41%
- pdf & html: .21%
- pdf & RA: .21%
- pdf & PP: .21%
ETD 2001
Fourth International Symposium on Electronic Theses and Dissertations

March 22nd, 23rd, and 24th
California Institute of Technology
Pasadena, California
http://library.caltech.edu/etd/
Marshall University
ETD Implementation

- Presented by:
  John H. Hagen
  WVU ETD Task Force
  Jhagen2@wvu.edu

17 November 2000

http://www.wvu.edu/~thesis/