



# 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



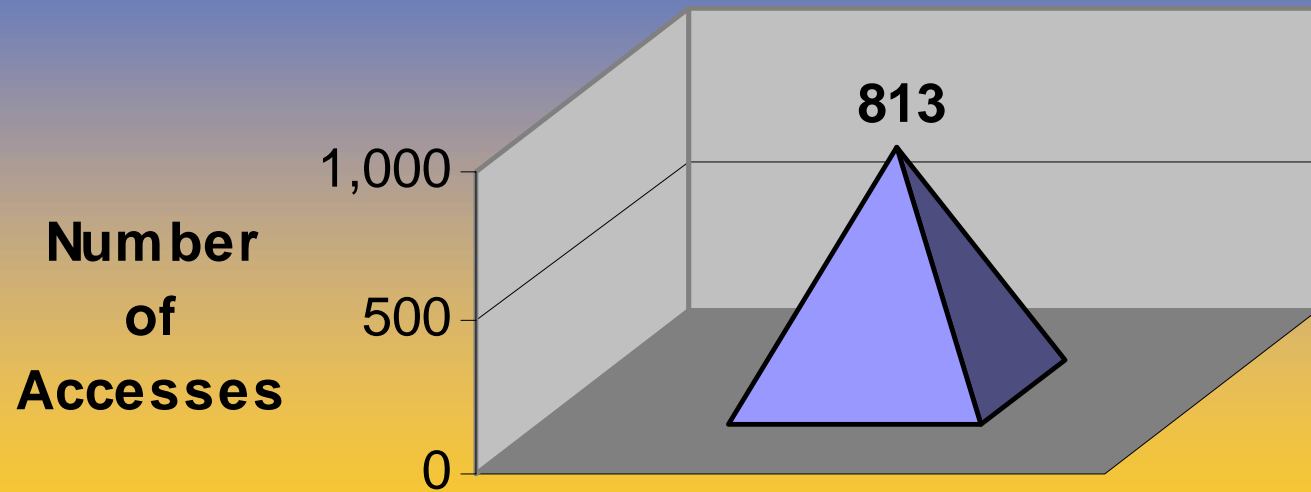
# Statistical Profile

## - 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

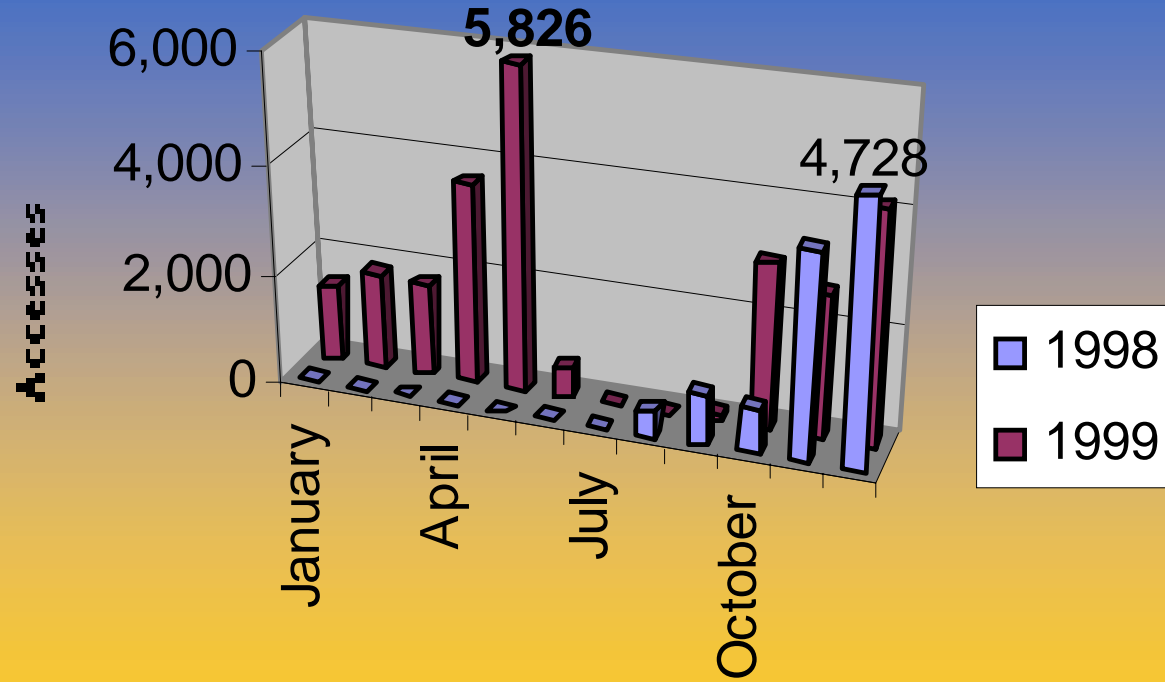


## WVU Paper TDs Accessed: 1998-99



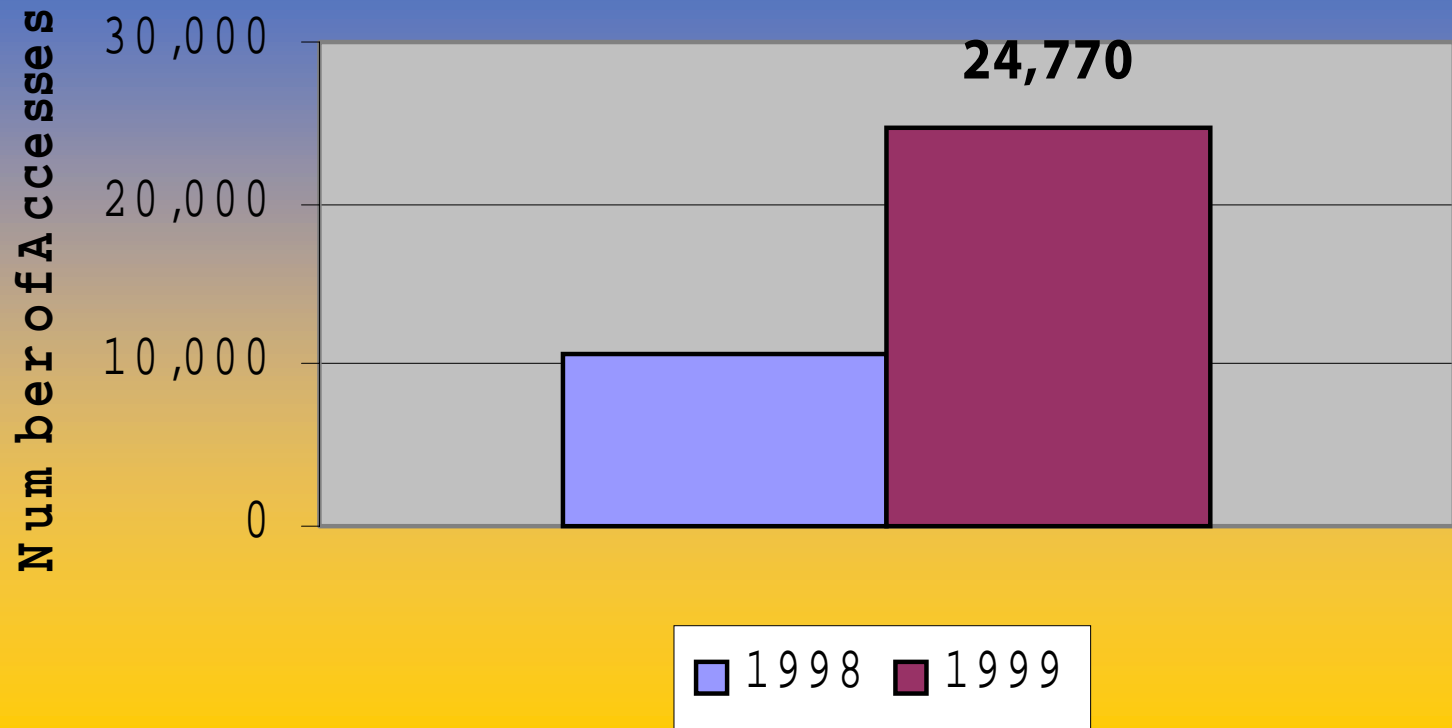


## WVU ETD Monthly Accesses



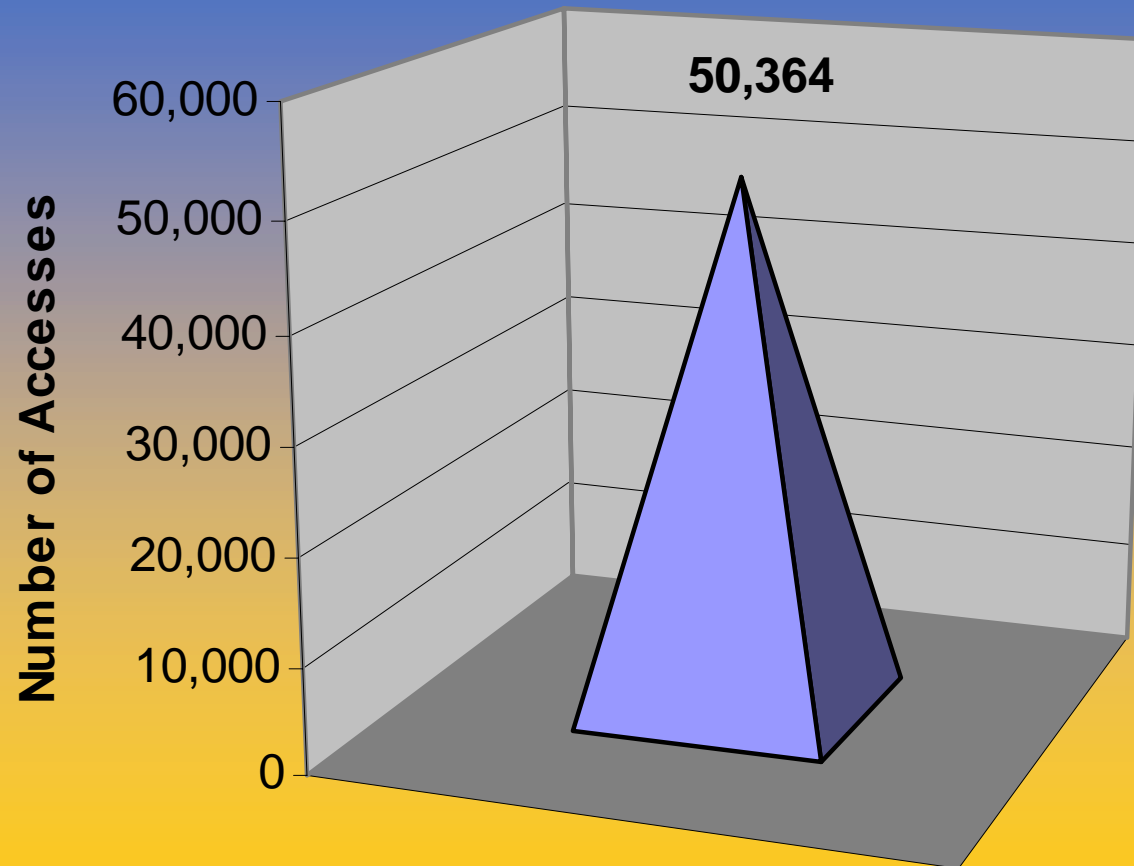


## Overall W VU ETDs Accessed



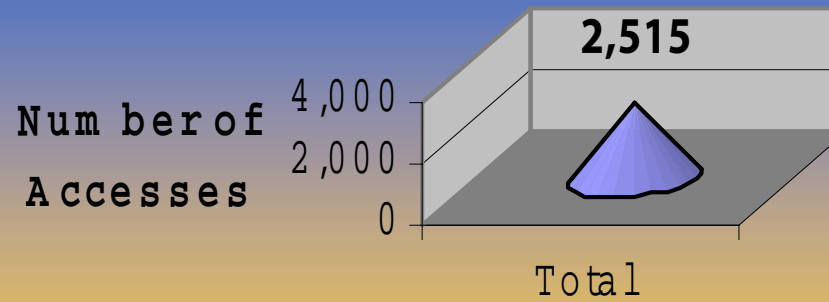


## Total WVU ETDs Accessed: 1998 - Present





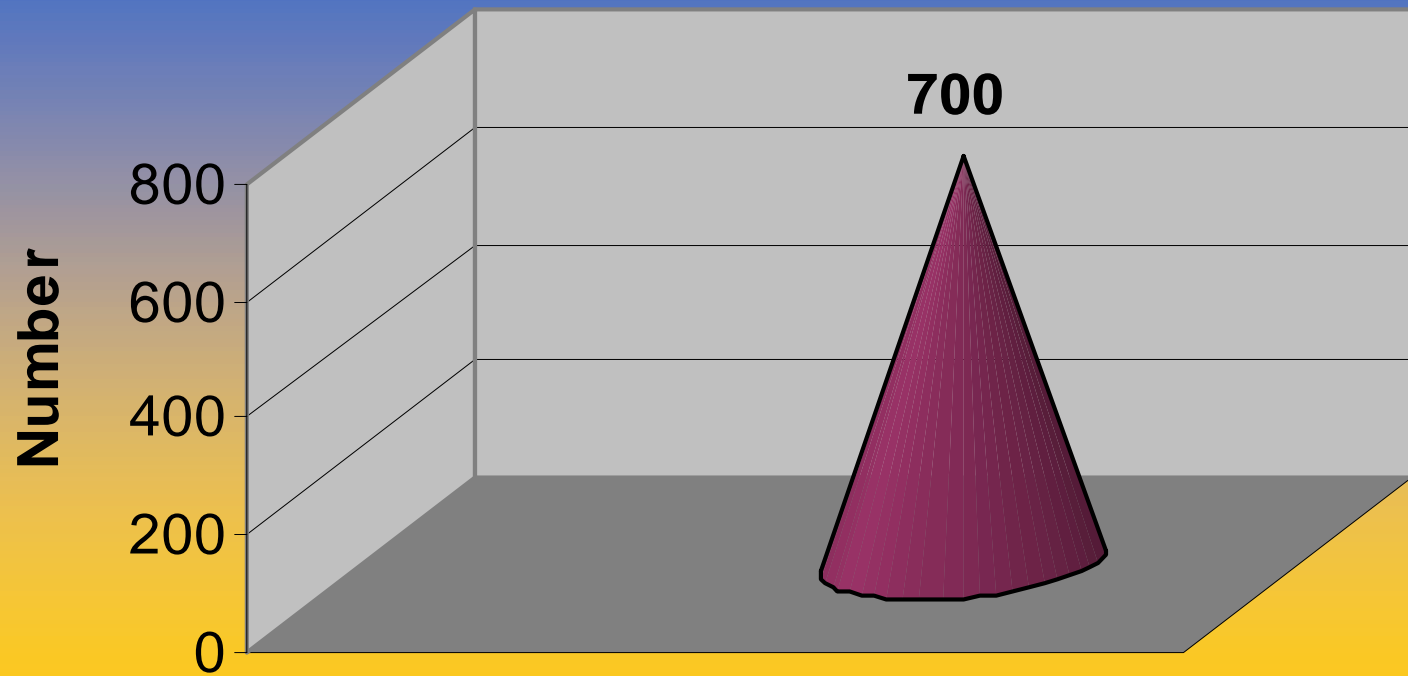
## W VU ETD Most Accessed



**Technology  
Education**

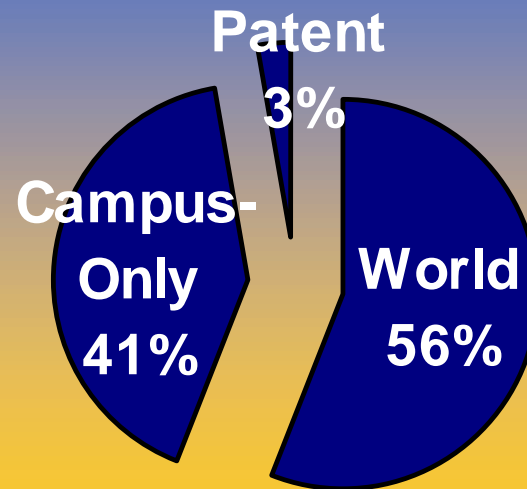


## Total WVU ETDs as of October 2000



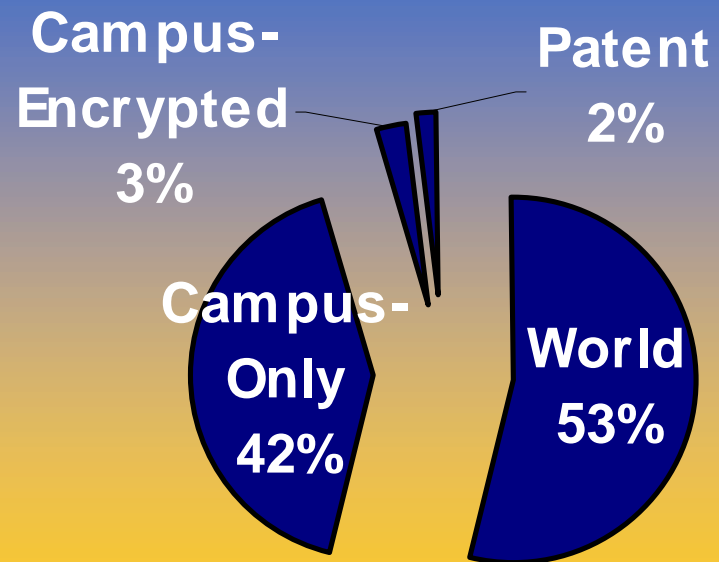


## WVU ETD Web Distribution Type: 1998-1999



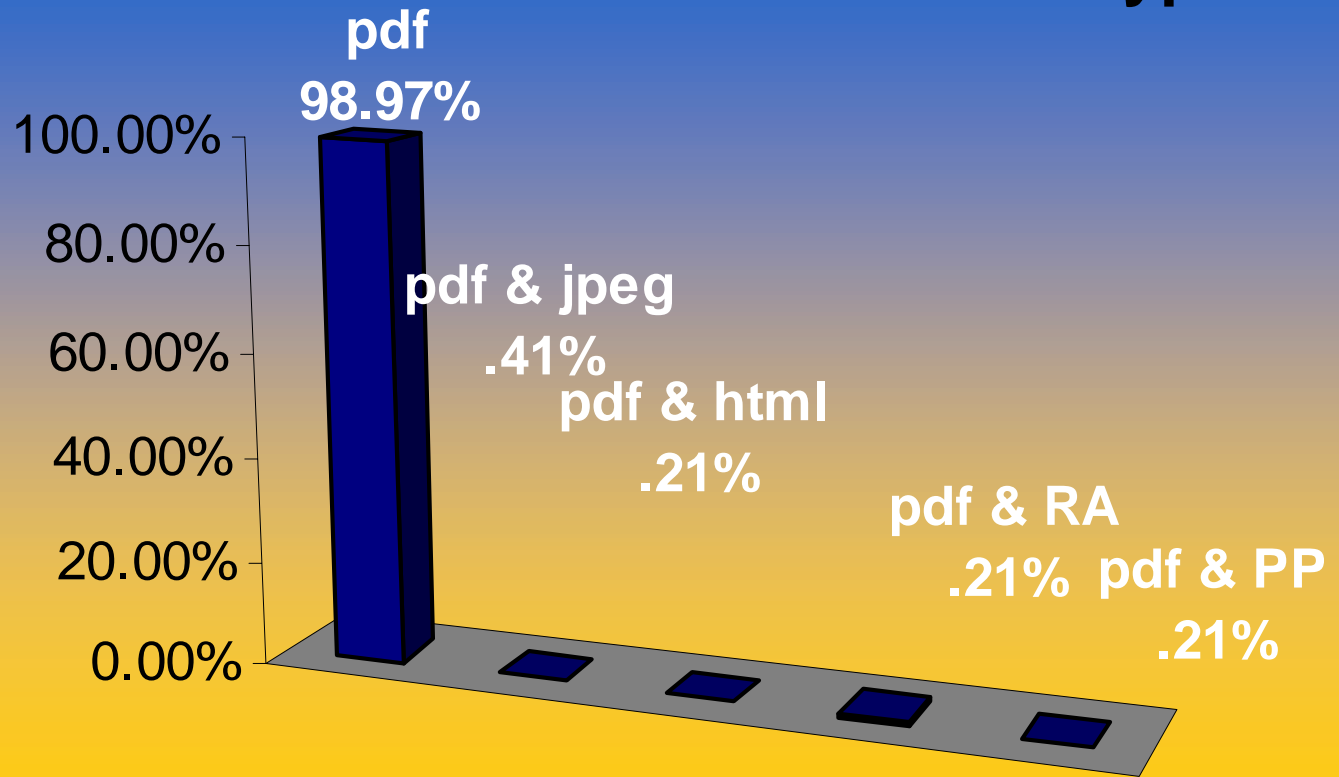


## Web Distribution of WVU ETDs: 1999-2000



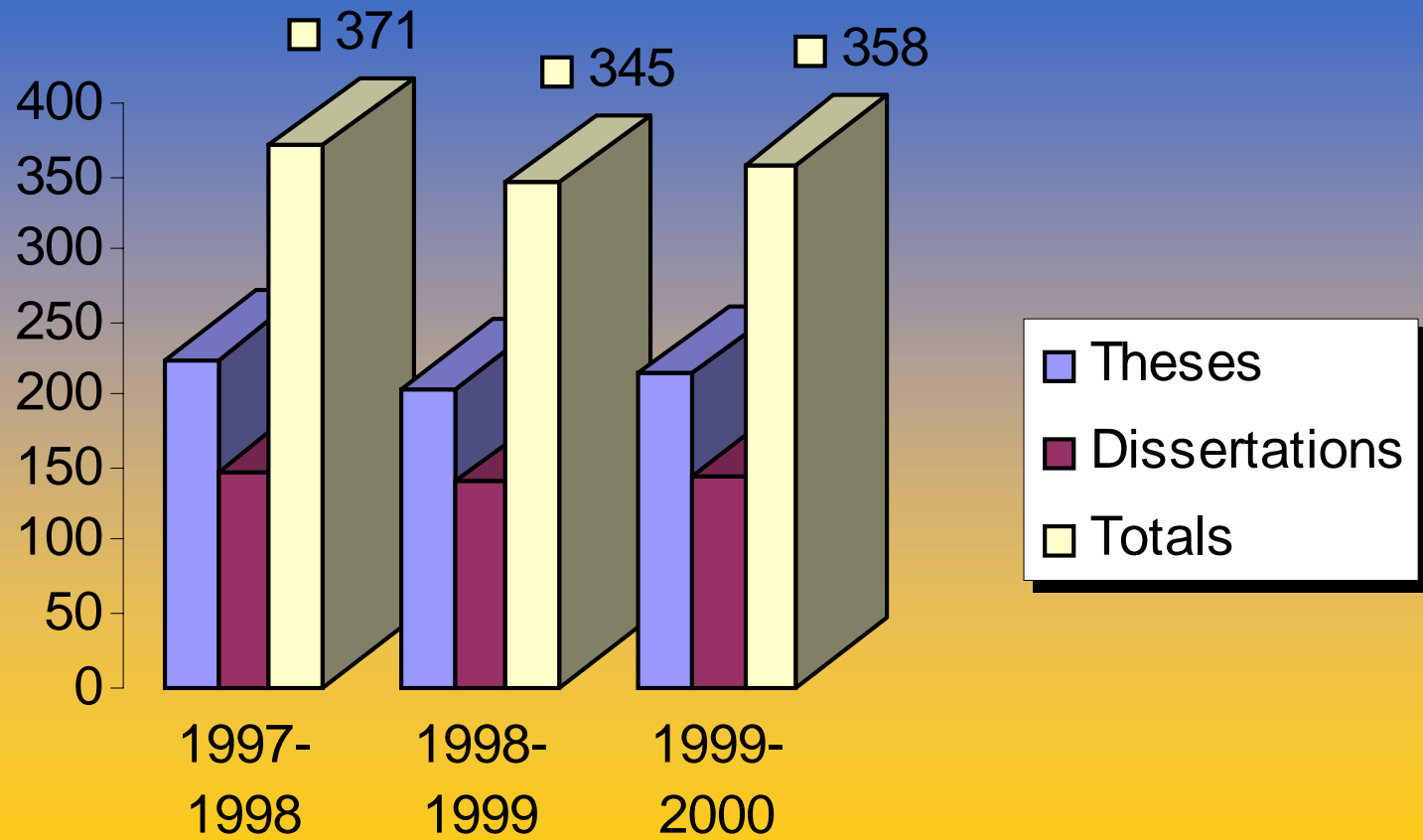


## WVU ETD Format Types





## WVU ETD Submissions



# ETD 2001

## Fourth International Symposium on Electronic Theses and Dissertations



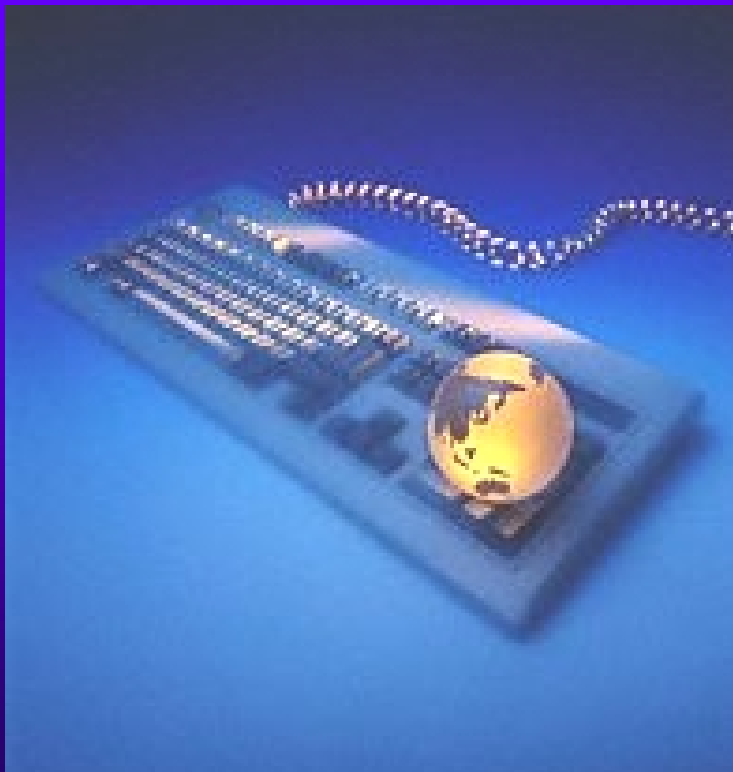
March 22nd, 23rd, and 24th  
California Institute of Technology

Pasadena, California

<http://library.caltech.edu/etd/>

# WVU Electronic Theses and Dissertations

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



## Marshall University ETD Implementation

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