Policy of the Open Access Publications and Research Data Repository of the University Libraries in Saxony-Anhalt (Share_it)

* This text is for information purposes only; the legally binding information is found in the [German version](#) of this document

Scope and purpose of the services

Share_it is the central service for storing, archiving and making accessible publications (e.g. Open Access publications, secondary publications, grey literature) and other research results from universities and higher education institutions in Saxony-Anhalt. Share_it is operated by the University and State Library of Saxony-Anhalt (ULB) at the Martin Luther University Halle-Wittenberg.
The aim is to make diverse scientific content on the Internet in compliance with recognized quality standards. At the same time the permanent storage, findability and citability of these objects is ensured.

Share_it provides members of all participating universities with the organizational and technical framework for the electronic publication of scientific documents. The copyrights of the authors are preserved.

The participating universities assume responsibility for the content of their sections, subsections and collections in the repository. The obligations of the participating universities (partners) have been agreed upon and described in a joint document between the partners and the ULB Saxony-Anhalt as the operator of this repository.

Rights and responsibilities of the operator

The University and State Library of Saxony-Anhalt in Halle as operator of the Share_it Repository has the following rights and obligations:

- Provision of a service for the electronic publication of scientific documents and data sets for members of the participating institutions
- The right to electronically store, publish, reference the digital objects in the repository and to transfer these data to third parties for the purpose of long-term archiving
- The right to convert the submitted data (into other formats) for the purpose of long-term archiving and presentation while ingesting/preparing the content

Author(s) and publisher(s) have the following rights and obligations

- The right to deposit publications or data sets already stored on Share_it onto additional servers and services

- When submitting publications and data sets, the authors transmit the publication rights by agreeing to the license terms in the course of the upload process. The copyright of the authors is preserved. In the case of secondary publications, the original terms and conditions of the publishing contract must be observed.
- The publishers shall ensure that the publication/deposit of digital objects in the repository do not violate the rights of third parties, and exempt the University and State Library of Saxony-Anhalt in Halle from all recourse claims of third parties due to infringements of intellectual property rights.
- The publisher shall ensure that all files are readable and free from technical protection measures (e.g. password protection).
- The authors of a thesis, dissertation or postdoctoral qualification document assume the responsibility for the timely delivery of any additional documents to the responsible office at his/her respective institution.

Type of digital objects recorded

The following digital objects can be published in our repository:
- Dissertations and postdoctoral qualification theses (*Habilitationen*)
- Theses (bachelor and masters theses) – according to the individual regulations and procedures of our partner institutions)
- Research datasets (only for MLU members under the conditions stated in MLU's Digital Preservation Policy - in German only)
- Research reports
- Preprints
- Books and parts of books
- Journal volumes, issues and articles
- Publication series
- Other textual materials

Long-term archiving and availability of data

The operator guarantees the long-term archiving (at least 10 years) and permanent retrievability of the electronic resources stored in the repository. The long-term archiving may include the transformation into a suitable technical format if the document is not already available in such a format. If necessary, it may be necessary to transfer the documents to other servers.

Deletion and withdrawal of data

The aim of the repository is the permanent provision of data and linking via a persistent identifier. Therefore, a change or removal of data is usually not foreseen. Should urgent reasons make the withdrawal of a document necessary, the Share_it team can be contacted. In case of a resource withdrawal, an information page with the note "This document has been withdrawn" will be created and displayed via the permanent URL address. The metadata belonging to the withdrawn object will usually remain accessible.

Data may only be deleted in exceptional cases if there are legal reasons (e.g., criminal law, data protection) which clearly prohibit its further storage. The procedure for requesting a data deletion is the same as for withdrawing of items.

Technical features of the repository

Share_it is operated by the University and State Library of Saxony-Anhalt (ULB) at the Martin-Luther University Halle-Wittenberg on the basis of the open source software DSpace. It is integrated into the technical and organizational infrastructure of MLU and secured accordingly. Its operation is ensured by regular maintenance and monitoring. The ULB guarantees the technical support of the publication server on working days (except Saturdays) and ensures that the system is restored as quickly as possible in the event of system failure. A complete recovery of the system in an emergency is ensured by regular offline backups done by the MLU IT Centre.

Digital objects published via this service should be published in platform-independent formats (see a list of our preferred/accepted data formats – in German only) and should not contain security settings such as password protection.

The submission of electronic documents that are to be stored and published in Share_it is done after password-protected login by authorized users.

For long-term, globally unambiguous referencing, each document or data set gets a persistent identifier assigned, which is then registered by DataCite.

The digital objects can be found in regional and supra-regional search engines, (e.g. BASE and DataCite). In addition, and to increase the visibility of our data, our repository is registered with the Directory of Open Access Repositories (OpenDOAR) and in the DINI Repositories List (in German only).

Open Access

The Martin Luther University Halle-Wittenberg, which operates this repository, supports and promotes Open Access in the sense of the Berlin Declaration as a strategic goal (MLU Open Access Policy in Germany only). It supports and advises its authors on the publication of scholarly OA formats and in the establishment of publisher-independent OA publications. Scientific authors from other universities in the state of Saxony-Anhalt can deposit a copy of their published scientific articles on Share_it as long as this is permitted by the publishing contract.
Two exceptions are foreseen, where content may not be published openly immediately: a) first publications which can only be published after the end of an embargo; b) in a few exceptional cases, collections whose content is restricted by specific privacy rules.

Contact person for all questions related to Share_it is:

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Operator

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