Linfield College
DigitalCommons@Linfield

Data Management Services | Linfield Libraries

2-18-2011

Data Management Services for Linfield College

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Recommended Citation
Linfield College, "Data Management Services for Linfield College" (2011). *Data Management Services*. Article. Submission 2.
http://digitalcommons.linfield.edu/libraries_dms/2

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Linfield College Data Management Services

DigitalCommons@Linfield repository services for data

Linfield subscribes to The Berkeley Electronic Press Digital Commons services for its institutional repository. These services provide a means to store, publish, and preserve data generated by Linfield researchers. DigitalCommons@Linfield provides persistent URLs that facilitate discovery through open access and preservation of data, as well as management tools to impose access restrictions or embargo periods when required by researchers.

Data collection and metadata

DigitalCommons@Linfield accepts a wide variety of data formats through the services of Berkeley Electronic Press.

Sharing and interoperability of data is enhanced by support of Dublin Core (DCMI) metadata standards, which have been widely adopted. Repository staff will work with researchers to create the relevant descriptive and administrative metadata necessary for each record.

Backup and preservation of data

Digital Commons, which hosts over 100 worldwide repositories, preserves content through best practices to permanently back up and preserve data. They provide the following:

- A robust backup and preservation infrastructure and dedicated staff to manage it.
  - Co-location servers with backup generators
  - Mirrored databases
  - Daily offsite backups
  - Weekly backups of all data to a third-party archival service
  - Availability of quarterly backups of institutional repository content delivered to subscribing institutions

- Permanent URL links to data. Even if content must be removed, the URLs provide permanent citable records.

- Format migration and emulation. Digital Commons preserves all repository content in the original format for emulation (provision of a virtual environment that can display a digital object in its native format) or migration to a new format as technology changes. Uncompressed formats are more easily migrated.

- OAIS-compliant LOCKSS (Lots of Copies Keeps Stuff Safe) software to harvest and preserve content. OAIS-compliance allows Digital Commons subscribers to form Private LOCKSS Networks (PLNs) to also back up each other's content for long-term preservation.

Withdrawing or Updating Data

DigitalCommons@Linfield has been established as a permanent repository. Once deposited, an item will not be completely withdrawn, although under some circumstances, it will be removed from view. Authors or affected parties may request that works be removed from DigitalCommons@Linfield for reasons of factual inaccuracy, plagiarism, or potential copyright infringement. If a work is withdrawn, a citation including original metadata will always remain, but

the work is noted as withdrawn (i.e., removed at the author's request; removed at the discretion of a particular party; removed by legal order).

Authors may request updated documents be posted. Posting updated versions along with the original material is the preferred way to show the progress of research.