

UT Southwestern Institutional Repository—Organization

How is the UT Southwestern Institutional Repository organized?

It is organized into communities, subcommunities, collections, and items.

There are three large communities:

- Getting Started with the Institutional Repository
- UT Southwestern Communities
- UT Southwestern Electronic Theses and Dissertations (ETDs)

Within those communities, there may be additional smaller communities (subcommunities). Examples include Grand Rounds or the Library.

In most cases, content will fit somewhere within the UT Southwestern Communities area.

COMMUNITIES/SUBCOMMUNITIES

What typically displays for a community or subcommunity?

- The community or subcommunity name
- A search box for just that community or subcommunity
- An advanced search option
- Introductory text (basic links or formatting possible)
- Recent submissions for the community or subcommunity

Sometimes copyright text, news, or a logo is also displayed.

COLLECTIONS

Collections belong to communities or subcommunities.

What typically displays for a collection?

- A search box for just that collection
- An advanced search option
- Introductory text (basic links or formatting possible)
- Recent submissions for the collection

Sometimes copyright text, news, or a logo is also displayed.

ITEMS

Items belong to collections.

What typically displays for an item?

- Some descriptive information
- A link to the complete descriptive information
- Links to files within the item
- A link to the collection that contains the item

FILES

Files belong to items.

What typically displays for a file?

- The filename
- The size of the file
- The file format (PDF, Word, JPEG, etc.)
- A link to view or open the file
- A description about the file
 - file content
 - file restrictions

Does an item contain one file?

An item can contain one file or multiple files. Some scenarios where multiple files are useful:

- One item with a PDF for an electronic thesis, and 15 additional files for supplemental audio and video
- One item with a Word document with no public access, plus a PDF version of that content for public access
- One item with a video file of a presentation, additional files for the slide presentation, and supplementary handouts during the session
- One item with a large uncompressed TIFF image file, plus a smaller compressed JPEG image file for web access or email purposes
- One item with a PDF version of a journal article, and 15 additional files for associated datasets
- One video for public access and one audiovisual recording release form with no public access