

Mission and objectives of CEU Institutional Repository (CEU-Rel)

<https://repositorioinstitucional.ceu.es/>

CEU-Rel is the digital archive of Fundación Universitaria San Pablo CEU and it collects the documents that are the result of the research and academic activity of San Pablo-CEU, Cardenal Herrera-CEU and Abat Oliba CEU Universities, its aim is to gather, preserve and disseminate such documents in open access.

The rectors of the three universities signed on 20 February 2019 the document 'Commitment of universities to Open Science' committing not only to the open access of their publications but also of research data, methodologies, processes, and the involvement of citizens in an environment of responsible research and innovation.

We are imported at national level by Recolecta and Hispana and at European level by Europeana. Google Scholar also imports our records, thus gaining visibility and increasing the number of citations.

Objectives:

- Preserving and integrating the Foundation's scientific and educational output.
- To give visibility to the authors and to Fundación Universitaria San Pablo- CEU.
- Increasing the impact of internet-based research.
- To facilitate free and unrestricted access to information.

Advantages:

- It brings together in a single database all scientific and teaching output.
- The author notes the dissemination of his/her publications.
- The description of the documents is done through metadata, complying with international standards, and facilitating their dissemination through the network.

- Permanent access thanks to the unique and persistent identifier called 'URI' (Uniform Resource Identifier) generated by the 'Handle' system.
- It provides usage statistics (number of visits, downloads, ...) to be considered by the evaluating bodies.

The **contents** are organised hierarchically into **communities** and these into **sub-communities** and **collections** housing different types of documents: books, chapters, articles, working papers, theses, etc. There are currently 6 communities: Research, Institutional, Academic Papers, Journals, Special Collections and Digital Library Service.

DSpace is the programme we have been developing since October 2009. In June 2019, we have migrated to **version 6.3**, which supports a wide variety of document **formats**, but encourages standardised media such as .pdf format.

Conservation and preservation: to guarantee the use of all hosted documents, we apply several techniques: backups, migration to other formats when required, maintenance of a mirror server and equipment upgrades.

Content collection and reuse: the metadata used are the Dublin Core Metadata Terms, thanks to which resources can be described and identified. This can be used under the terms of the Creative Commons Attribution (by) licence. Regarding the full text, each record or item has its own licence, and **you should always link to the URI** of each item in our repository. Only this way, they can be collected by **service providers**.