

TRLN Institutional Repository Planning Questionnaire

Instructions: Please answer the following questions to the best of your ability. If you are unable to provide an answer, please enter either:

- Do Not Know,
- Not Applicable, or
- Currently Under Development (Undecided)

Submit completed questionnaires to Carolyn Hank at hcarolyn@email.unc.edu.

1) Do you have an operational IR at this time?

_____ Yes _____ No

If NO, please skip to Question 7.

If YES, go to Question 2.

2) Identify the name of your IR and its URL:

3) Provide a brief timeline of your IR deployment activities (i.e., onset of planning, software and hardware install, initial testing, going live with IR):

4) What digital asset types are currently contained in your IR?

5) How many digital assets/objects/documents are currently in your IR? If available, provide the average number per digital asset type (i.e., pre-prints, theses, videos, etc.):

6) From where/whom did you recruit/identify digital assets for inclusion in your IR (i.e., existing library collections, individual faculty members, academic departments, etc.)?

The following questions are for planned, under development and operational IRs:

7) Identify your campus collaborators (i.e., departments involved in planning process, departments providing service support, etc.): *Do not include content contributors here.*

8) In addition to the collaborators you listed above, identify other advocates and/or sponsors at your university (i.e., Provost, Dean, etc.):

9) Briefly describe the motivators/reasons for planning and/or implementing an IR at your university (i.e., preservation, data re-use, university prestige, open access etc.):

- 10) Briefly describe factors/obstacles that you expect or have encountered in planning and/or deploying your IR (i.e., lack of interest or investment by University community, lack of expertise, etc.):
- 11) What software, alone or in combination with others, are you/do you plan to use (i.e., DSpace, EPrints, Fedora, homegrown, etc.)? If applicable, identify version number.
- 12) What hardware are you/do you plan using/installing in support of your IR, and where will it be housed?
- 13) How much storage capacity is/will be devoted to your IR?
- 14) How do you staff or plan to staff your IR, at the pilot stage and/or large-scale deployment stage? If possible, please specify number of staff, titles, and a brief job description.
- 15) What digital asset types will your IR collect? For operational IRs, are there any asset types that you plan to house in your IR, in addition to those already listed in response to Question 4?
- 16) Will/does your IR have any specific disciplinary foci (i.e., science, humanities, etc.)?
- 17) What services are planned for or adopted in your IR, besides simple searching?
- 18) If you have any publicly available IR documentation online, please provide the URLs (i.e., project wiki, presentations, etc.). *Do not provide operational IR URLs here if you already did so in response to Question 2.*