**Submitting Data to the IR@UF (*2013 draft)***

The University of Florida Libraries established and supports the *IR@UF* in order to offer a central location for the collection, preservation, and dissemination of scholarly, research, and creative materials from the University of Florida. The *IR@UF* encourages faculty to contribute their open access research to the *IR@UF* for archiving and dissemination free of commercial cost.

**Why submit your data to the IR?**

A JISC (Joint Information Systems Committee) report commissioned by RIN (Research Information Network) notes that “there is now widespread recognition that data are a valuable long-term resource”[[i]](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=1378617" \l "_edn1).   There are several reasons to share your data:

**Increase your research value:**Making data publicly available and easily shareable increases the value of the research in two ways: it makes the data, like the papers, presentations, and articles the data generates, a part of the scholarly record, which can be validated and tested, and it makes the data re-usable by others[[ii]](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=1378617" \l "_edn2).  All materials in the *IR* are cross-listed with subject-collections in the UF Digital Collections, so your materials will be found within the IR and the appropriate subject portals.

**Grant requirements:**Major grant funders, including [NIH](http://grants.nih.gov/grants/policy/data_sharing/data_sharing_guidance.htm) and [NSF](http://www.nsf.gov/bfa/dias/policy/dmp.jsp) have adopted data sharing policies, and now require applicants to include a data management plan in their proposals.

**Support Open Data:**Many researchers are increasingly considering issues of scholarly communication.  [Open Data](http://en.wikipedia.org/wiki/Open_science_data)describes the philosophy that certain data should be freely available, without permission or payment barriers to access.  You can support Open Data by making your research open access and submitting it to the *IR.*

Data can be shared in a number of ways; researchers can self-publish their data on personal, professional, or institutional websites, and an ALPSP (Association of Learned and Professional Society Publishers) report (as cited in Green 2009) notes that a number of journal publishers provide access to data sets used in published articles.[[iii]](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=1378617#_edn3)

Submitting your data to the *IR@UF* provides advantages over other forms of publication:

**Open Access:**Commercial publishers may choose to change their terms of service, making formerly available materials inaccessible, or otherwise restricting access to materials.   The *IR@UF* is committed to [Open Access](http://www.uflib.ufl.edu/oa/) in scholarly communication: free, permanent, web-based access to scholarly publications.

**Re-usable formats:**Journal publishers may not support datasets or may only provide datasets in proprietary formats, which places the burden of conversion for meaningful re-use on other researchers.[[iv]](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=1378617#_edn4)  The *IR@UF* provides support for a variety of formats, and liaison librarians and others can assist with questions on additional conversions if needed.

**Long-term preservation**:  The *IR@UF* provides for the [long-term digital preservation](http://digital.uflib.ufl.edu/technologies/digitalpreservation.htm) of all materials, and offers a comprehensive approach to digital preservation by providing both support and services. Redundant digital archives, adherence to proven standards, and rigorous quality control methods protect digital objects stored in the *IR@UF.*

**How to submit your data to the IR@UF**

Individual researchers can submit their data using the *IR@UF* [Self-submittal tool](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=543389).   Acceptable data formats include:

* Comma Separated Values (\*.csv)
* Delimited Text (\*.txt)
* SQL DDL
* DBF (\*.dbf)
* OpenOffice (\*.sxc/\*.ods)
* OOXML (ISO/IEC DIS 29500) (\*.xlsx)
* Others: As a general rule, platform independent, vendor independent, nonproprietary, stable, open and well supported formats can be readily accepted and preserved. File format support and confidence level for preservation are explained in [this printable chart](http://ufdc.ufl.edu/design/aggregations/ufirg/info/IRUFformats.doc) (and [this longer online-only table](http://fclaweb.fcla.edu/node/795/)).

**Contact Us**

Please contact the Library Data Management Team at [datamgmt-l@lists.ufl.edu](mailto:datamgmt-l@lists.ufl.edu) with any questions or for assistance.

**References**

[[i]](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=1378617" \l "_ednref1) JISC. (2008 June).  “To share or not to share: publication and quality assurance of research data outputs”.  Report commissioned by the Research Information network (RIN).  Retrieved 31 October 2010 from <http://www.rin.ac.uk/system/files/attachments/To-share-data-outputs-report.pdf>

[[ii]](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=1378617" \l "_ednref2) Ibid.

[[iii]](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=1378617" \l "_ednref3) Green, T (2009), “We Need Publishing Standards for Datasets and Data Tables”, *OECD Publishing White Paper*, OECD Publishing. Retrieved  31 October 2010 from doi: 10.1787/603233448430 http://dx.doi.org/10.1787/603233448430

[[iv]](http://guides.uflib.ufl.edu/content.php?pid=71807&sid=1378617" \l "_ednref4) JISC. (2008 June).  “To share or not to share: publication and quality assurance of research data outputs”.  Report commissioned by the Research Information network (RIN).  Retrieved 31 October 2010 from <http://www.rin.ac.uk/system/files/attachments/To-share-data-outputs-report.pdf>