**WIREDSpace (Wits Institutional Repository Environment on DSpace)**

**What is Dspace?**

DSpace is an open source repository application that allows you to capture, store, index, preserve and distribute your digital material including text, video, audio and data. DSpace provides a way to manage your materials and publications in a professionally maintained repository to give them greater visibility and accessibility over time.

There are over 1000 digital repositories worldwide using the DSpace application for a variety of digital archiving needs. DSpace is most often used as an institutional repository - a platform that provides access to research output, scholarly publications, library collections, and more.

**Example of DSpace**

![WIREDSpace](http://wiredspace.wits.ac.za/)

**Our DSpace:** [http://wiredspace.wits.ac.za/](http://wiredspace.wits.ac.za/)
What can DSpace be used for?

DSpace can be used to store any type of digital materials, including:

- Documents, such as articles, preprints, working papers, technical reports, conference papers
- Books
- Theses
- Data sets
- Computer programs
- Visualizations, simulations, and other models
- Multimedia publications
- Administrative records
- Published books
- Overlay journals
- Bibliographic datasets
- Images
- Audio files
- Video files
- e-formatted digital library collections
- Learning objects
- Web pages
Repository structure

Communities and Collections

Community – highest level of DSpace hierarchy; can contain sub-communities and/or collections.

Sub-Community (optional) – if used, contain collections or additional nested sub-communities

Collection – Contain items

Item – Contain bitstreams (i.e. files), metadata, and license
Communities in WIReDSpace

Select a community to browse its collections.

- African Centre for Migration and Society
  - Migration
- Centre for Learning, Teaching and Development
  - CILTD Research – TIUL
- Centres of Excellence
  - DST NRF Centre for Oceanographic Research (Co-MASS)
  - Research Arcs
- City Institute
  - Workshop
    - SA City Studies Workshop: Wits 19 & 20 November 2012
- Datasets
  - Mining Engineering broken ore data
  - The African Journal of Information and Communication (AJIC)
  - The South African Notifiable Diseases Surveillance System Research Project
- Electronic Theses and Dissertations (ETD)
  - ETD Collection
- Evolutionary Studies Institute (ESI)
  - Lee Berger Collection
    - Research Articles
  - Palaeontology africana
    - Endnote Style
    - Null for test
    - Style guide for Author
    - Volume 01 1953
    - Volume 02 1954
    - Volume 03 1955
    - Volume 04 1957

Browse by
- My Issue Date
- Authors
- Titles
- Subjects

Search within this community and its collections: [Go]

Collections in this community
- Research Articles

Recent Submissions

Title: Panspermia from the hominins-bearing site of Malapa: Implications for the evolution of modern baboon cranial morphology and South African Ostrich-biogeography. Archaeology.

Author: Gilbert, C.; Steininger, C.M.; Kibit, J.M.; Berger, L.R.
Date: 2015-08-19

Title: Homo naledi, a new species of the genus Homo from the Dinaledi Chamber, South Africa.

Roles and Workflows

Workflows
Without a Workflow in place, items submitted to a Collection in DSpace will automatically be archived and published.
Workflows allow for one, or multiple, steps for reviewing submissions and editing metadata prior to publication.

- A Workflow can have 1, 2, or 3 steps.
- Each step will have an E-Person Group attached.
Managing Groups

Edit Collection => Assign Roles

- Create a group of Collection Administrators
- Create a group of Submitters
- Create a specified Group who can access materials (default is “anonymous”)
- Create Workflow Steps (more on this later)
To create a Group:

Click “Create” (or “Restrict”), search for and add E-People to the group, click SAVE.

**Note:** No privileges are attached to any groups created through this method. But groups created here are available to be authorized in other parts of the interface.
Authorization Policies

VERY specific permissions can be created for e-persons and groups by creating authorization policies at the Collection, Item, or Bitstream Level.
### COLLECTION LEVEL

<table>
<thead>
<tr>
<th>Permission</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADD/REMOVE</td>
<td>add or remove items (ADD = permission to submit items)</td>
</tr>
<tr>
<td>DEFAULT_ITEM_READ</td>
<td>inherited as READ by all submitted items</td>
</tr>
<tr>
<td>DEFAULT_BITSTREAM_READ</td>
<td>Inherited as READ by Bitstreams of all submitted items. Note: only affects Bitstreams of an item at the time it is initially submitted. If a Bitstream is added later, it does not get the same default read policy.</td>
</tr>
<tr>
<td>COLLECTION_ADMIN</td>
<td>Collection admins can edit items in a collection, withdraw items, and map other items into this collection.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item-Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADD/REMOVE</td>
<td>add or remove bundles</td>
</tr>
<tr>
<td>READ</td>
<td>can view item (item metadata is always viewable)</td>
</tr>
<tr>
<td>WRITE</td>
<td>Can modify item</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bundle-Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADD/REMOVE</td>
<td>add or remove bitstreams to a bundle</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bitstream-Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>READ</td>
<td>view bitstream</td>
</tr>
<tr>
<td>WRITE</td>
<td>modify bitstream</td>
</tr>
</tbody>
</table>

### Manage a Community's Policies
This tool allows you to edit a community's policies in much the same way as a collection's are edited, described above. Presently, since administration is done centrally, this tool doesn't have a lot of use--usually you will just add READ permission for the Anonymous group just after you create a community, and leave it at that. This permission is applied to the community's logo if there is one, which allows people to see the logo when they go to the community home page. A community's policies are set to a default Anonymous READ.

### Manage an Item's Policies
This tool allows you to edit the policies for individual items. When you wish an item's policies to be different from those of the rest of those in a collection, you can use the item policy editor to customize the policies. It is a good practice long term management of a collection however, for all of the items in a collection to share the same authorizations.
**Metadata**

**Editing Item Metadata**
- Navigate to the Item
- Click “Edit this item” under “Context.”
- Go to “Item Metadata” tab.
- Edit existing metadata, or add new fields.

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**Statistics**

Usage statistics can be retrieved from individual item, collection and community pages. These Usage Statistics pages show:
- Total page visits (all time)
- Total Visits per Month
- File Downloads (all time)*
- Top Country Views (all time)
- Top City Views (all time)
### Search Statistics for DSpace 4 Collection

#### Top Search Terms

<table>
<thead>
<tr>
<th>Search Term</th>
<th>Searches</th>
<th>% of Total</th>
<th>Pageviews / Search</th>
</tr>
</thead>
<tbody>
<tr>
<td>embargo</td>
<td>2</td>
<td>20.00%</td>
<td>2.50</td>
</tr>
<tr>
<td>CJK</td>
<td>1</td>
<td>10.00%</td>
<td>10.00</td>
</tr>
<tr>
<td>coho</td>
<td>1</td>
<td>10.00%</td>
<td>0.00</td>
</tr>
<tr>
<td>embargoed</td>
<td>1</td>
<td>10.00%</td>
<td>1.00</td>
</tr>
<tr>
<td>kiamath</td>
<td>1</td>
<td>10.00%</td>
<td>0.00</td>
</tr>
<tr>
<td>plumas</td>
<td>1</td>
<td>10.00%</td>
<td>0.00</td>
</tr>
<tr>
<td>subject_keyword:a_Subject keywords in one clump to see about wrapping options in discovery</td>
<td>1</td>
<td>10.00%</td>
<td>0.00</td>
</tr>
<tr>
<td>temporarily</td>
<td>1</td>
<td>10.00%</td>
<td>0.00</td>
</tr>
<tr>
<td>tuesday</td>
<td>1</td>
<td>10.00%</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Total**

<table>
<thead>
<tr>
<th>Searches</th>
<th>% of Total</th>
<th>Pageviews / Search</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>100.00%</td>
<td>0.90</td>
</tr>
</tbody>
</table>

### Statistics

#### Total Visits

<table>
<thead>
<tr>
<th>Views</th>
<th>DSpace 4 Task Force Community</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>73</td>
</tr>
</tbody>
</table>

#### Total Visits Per Month

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DSpace 4 Task Force Community</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>4</td>
<td>53</td>
<td>18</td>
</tr>
</tbody>
</table>

#### Top country views

<table>
<thead>
<tr>
<th>Views</th>
<th>United States</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>73</td>
</tr>
</tbody>
</table>

#### Top cities views

<table>
<thead>
<tr>
<th>Views</th>
<th>Dallas</th>
<th>Austin</th>
<th>Houston</th>
<th>Lubbock</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>31</td>
<td>25</td>
<td>12</td>
<td>5</td>
</tr>
</tbody>
</table>

For further assistance or questions contact the LCS Help Desk:

**Website:** [https://witslibrary.zendesk.com](https://witslibrary.zendesk.com)

**Email Address:** support@witslibrary.zendesk.com

**Tel phone:** 011 717 1930