



Jorum Collection Development Policy

Authors: Nicola Siminson

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Related Documents

RELATED DOCUMENT	DETAILS

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Jorum Collection Development Policy

1. Purpose of the Jorum Collection Development Policy

The [Jorum Collection Development Policy](http://www.jorum.ac.uk/policies.html)¹ sets out what learning and teaching resources can be deposited (and found) in Jorum, and how these resources are managed by Jorum. This Policy updates and replaces the previous Jorum Collection Development Policy (dated May 2007), and will be reviewed as necessary.

An accompanying [JorumOpen Licensing Guide](http://www.jorum.ac.uk/support/jorumopen_guides.html)² is also available.

The new Policy reflects the changes and increased sharing in the Open Educational Resources (OER) landscape, as well as developments within the Jorum service. With effect from January 2010, the Jorum service provides two collections: JorumOpen, and JorumUK. Further information on these collections can be found below in Section 3: Resources available via Jorum (page 2).

The Jorum Collection Development Policy defines the scope of the Jorum collections; it may help inform the reader about using Jorum to access or deposit learning and teaching resources.

2. Overview of Jorum

[Jorum](http://www.jorum.ac.uk)³ is designated and funded by [JISC](http://www.jisc.ac.uk/)⁴, the Joint Information Systems Committee, as the national repository of online learning and teaching materials. It is run jointly between the UK national data centres [EDINA](http://www.edina.ac.uk/)⁵ and [Mimas](http://mimas.ac.uk/)⁶ (at the [University of Edinburgh](http://www.ed.ac.uk/home)⁷ and the [University of Manchester](http://www.manchester.ac.uk/)⁸ respectively). For further information on Jorum, please visit the Jorum website: <http://www.jorum.ac.uk>.

Jorum provides the following facilities to support its users:

- **Find:** Discover and locate resources relevant to your learning and teaching needs by using the search and browse functions in Jorum, drawing on the metadata included with each resource. Resources are either held in the Jorum repository, or may be accessed remotely from elsewhere using a weblink or registered Uniform Resource Locator (URL).

¹ <http://www.jorum.ac.uk/policies.html>

² http://www.jorum.ac.uk/support/jorumopen_guides.html

³ <http://www.jorum.ac.uk/>

⁴ <http://www.jisc.ac.uk/>

⁵ <http://www.edina.ac.uk/>

⁶ <http://mimas.ac.uk/>

⁷ <http://www.ed.ac.uk/home>

⁸ <http://www.manchester.ac.uk/>

- **Share:** Deposit resources that you (or a third party) have created, issued with sufficient metadata and an appropriate licence, so that they may be used by others.
- **Keep safe:** Ensure that the resources you care about are archived for continuity of access into the future.
- **Discuss:** Exchange expertise and experience with others who are looking for, creating or repurposing learning and teaching resources by accessing the [Jorum Community Bay](#)⁹.

The target audience (user communities) for Jorum consists of teachers, lecturers, librarians, learning technologists and other support staff who wish to share and / or access learning and teaching resources created by staff in UK Further and Higher Education institutions. Students are not excluded from using materials in Jorum but are not, at present, a target audience.

3. Resources available via Jorum

The purpose of Jorum is to be a repository of resources that will enhance the productivity and effectiveness of learning and teaching. It contains and provides links to a wide variety of learning and teaching resources, contributed by teaching and support staff from UK Further and Higher Education institutions.

Jorum is a repository of resources, as well as their associated metadata. Jorum enables the deposit of learning and teaching resources, and also the registration of metadata with pointers (e.g. URLs) to resources hosted elsewhere.

Metadata, i.e. information about each resource, assists the discovery and reuse of learning and teaching resources. Basic metadata (on identification and availability of a resource, for example) is required for all resources deposited in Jorum, as well as for pointers to resources that are available *via* Jorum, but are hosted elsewhere. Further descriptive metadata can also be added in order to enhance 'discoverability' of content through searching and browsing.

Learning and teaching resources may be from almost any subject area, with a focus on disciplinary content and skills in higher and further education. These resources range from well-defined learning and teaching resources, to individual files and 'stand alone' digital assets.

⁹ <http://community.jorum.ac.uk/>

The following list provides some examples of the resource types accepted for deposit in Jorum:

- documents
- presentations
- images
- audio files
- video and film
- weblinks
- links to resources held elsewhere
- content packages
- courseware

If the resource type you wish to deposit is not listed here, the Jorum team may still be able to ingest / accept it into the repository upon request. Please contact the Jorum Support team in the first instance: support@jorum.ac.uk

Jorum does not accept deposit of resources, which contravene the [Jorum Terms of Service](#)¹⁰, such as material, which is defamatory, obscene, or in any way illegal.

4. Licensing and Terms of Use

All learning and teaching resources which are deposited and / or available via Jorum carry some form of licence. This now includes Open Educational Resources (OER) that are available for anyone to download, reuse and repurpose within the terms and conditions of use in the resource's [Creative Commons](#)¹¹ (CC) licence. Use of the Jorum service is subject to the Jorum [Terms of Service](#)¹², which are available on the Jorum website.

4.1. The JorumOpen collection

The JorumOpen collection contains and points to Open Educational Resources (OER), licensed under Creative Commons (CC).

4.1.1. Search and browse in JorumOpen

Anyone, anywhere in the world, can browse, search for and download the learning and teaching resources in JorumOpen, and may reuse and repurpose these resources as allowed under the terms of the Creative Commons licence assigned to the resource. For further information on licensing, please refer to the [JorumOpen Licensing Guide](#)¹³, which is available on the Jorum website.

¹⁰ <http://www.jorum.ac.uk/termsofservice.html>

¹¹ <http://creativecommons.org/>

¹² <http://www.jorum.ac.uk/termsofservice.html>

¹³ http://www.jorum.ac.uk/support/jorumopen_guides.html

4.1.2. Deposit in JorumOpen

A principal purpose of Jorum is to enable the sharing of content created by staff at UK Further and Higher Education institutions. Accordingly, all staff with credentials at institutions using the [UK Access Management Federation](#)¹⁴ can deposit learning and teaching resources into the JorumOpen collection.

The intention is to also allow deposit of resources by 'trusted' or 'designated' depositors who are not members of UK Further and Higher Education institutions. Interest in sharing as such a depositor should be expressed by contacting the Jorum Support team: support@jorum.ac.uk.

4.2. The JorumUK collection

The JorumUK collection contains resources that have been assigned licences that restrict their use to members of UK Further and Higher Education institutions. This collection will initially only include resources deposited with Jorum under the previous institutional licence. The JorumUK collection will later be expanded to include additional resources which are shared under a range of licensing options. These will include:

- a **JorumEducationUK licence** that will allow a member of a UK university or college to share with another member of the UK Further and Higher Education community, without the need for an institutional subscription
- a **JorumPlus licence** that will enable more restricted access arrangements, such as may be required with content requiring institutional subscription to JISC Collections.

5. Collection Management

Jorum both contains and points to learning and teaching resources deposited by staff at UK Further and Higher Education institutions. It is the responsibility of the depositor to license and deposit their own resource(s). Once these resources have been accepted for deposit, Jorum manages the resources in its collections as described below.

5.1. Preservation

Jorum aims to provide continuity of access to the learning and teaching resources which it contains.

Jorum offers the option of depositing both links to external resources, and also the resources themselves, into the Jorum repository. Adding a weblink to your resources from Jorum can enhance the dissemination and "discoverability" of your resources; the deposit of resources into the Jorum repository itself can provide the security of being hosted and maintained by a national repository service, and remove the need for an individual or institution to host and store the resources themselves.

¹⁴ <http://www.ukfederation.org.uk/>

Jorum has an internal preservation policy that includes a number of principles and recommendations. In summary, it states that:

- Jorum will aim to ensure that it knows the format of all objects deposited in its repository
- Jorum will identify which classes of metadata it accepts preservation responsibility for. It may add to this set at any time, but it will not remove items from the set. This set will include at minimum the metadata provided by the contributor at the time of deposit, and metadata added by Jorum staff during the process of ingest. It does not currently include user-generated metadata which is post-publication (such as quality ratings)
- Jorum will maintain the association between object metadata and the object itself
- Jorum will not alter the intellectual content of preserved metadata.
- Jorum may allow multiple versions of an object to be deposited but cannot guarantee that they will be associated
- Jorum cannot accept any preservation responsibility for virtual objects.

5.2. Metadata

Jorum currently uses different metadata profiles for the JorumOpen collection and the JorumUK collection.

JorumUK uses the [Jorum Application Profile](#)¹⁵, and JorumOpen uses the [JorumOpen Application Profile](#)¹⁶, a subset of the original Jorum Application Profile. The Jorum OER Application Profile requires significantly less user-generated metadata, with no input from a professional cataloguer. The use of professional cataloguers for JorumUK is currently being reviewed by the Jorum team.

5.3. Versioning

Different versions of a resource can be deposited in Jorum. Depositors can add information on the version in the description of their resource, either during or after the deposit process, such as the creation date. The metadata for the resources in Jorum automatically contains the date on which a resource is deposited into Jorum.

5.4. Tracking

The Jorum repository platform(s) record basic information about the resources, such as usage statistics; the “item view count” is displayed to the user for each resource in the JorumOpen collection.

It should be borne in mind that once Open Educational Resources (OER) are downloaded from Jorum, their subsequent use cannot be tracked by Jorum.

¹⁵ <http://www.jorum.ac.uk/docs/pdf/applicationprofile.pdf>

¹⁶ <http://www.jorum.ac.uk/docs/pdf/JorumOpenapplicationprofile.pdf>

5.5. Jorum Notice and Takedown Policy

Jorum reserves the right to remove resources from its collections if notified of a potential breach of copyright, or a complaint is received indicating a violation of any law (such as copyright or data protection). Please refer to the [Jorum Notice and Takedown Policy](#)¹⁷ for further information, which is available on the Jorum website.

5.6. Accessibility

The Jorum repository platform interface(s) have not been tested for any accessibility standards. Please contact the Jorum Support team if you have any queries: support@jorum.ac.uk

6. Support

If you are unsure about anything in this policy, or require further information or support, please email the Jorum Support team at support@jorum.ac.uk or telephone 0131 650 3302.

¹⁷ <http://www.jorum.ac.uk/policies.html>

Useful links

The following is a full list of the weblinks included in the Jorum Collection Development Policy. All links were accessed on 18th January 2010, and were correct at the time of publication.

Jorum <http://www.jorum.ac.uk/>

Jorum Community Bay <http://community.jorum.ac.uk>

Jorum Terms of Service <http://www.jorum.ac.uk/termsofservice.html>

Jorum Collection Development Policy <http://www.jorum.ac.uk/policies.html>

JorumOpen Licensing Guide http://www.jorum.ac.uk/support/jorumopen_guides.html

Jorum Notice and Takedown Policy <http://www.jorum.ac.uk/policies.html>

Jorum Application Profile <http://www.jorum.ac.uk/docs/pdf/applicationprofile.pdf>

JorumOpen Application Profile
<http://www.jorum.ac.uk/docs/pdf/JorumOpenapplicationprofile.pdf>

JISC <http://www.jisc.ac.uk/>

EDINA <http://www.edina.ac.uk/>

Mimas <http://mimas.ac.uk/>

University of Edinburgh <http://www.ed.ac.uk/>

University of Manchester <http://www.manchester.ac.uk/>

UK Access Management Federation <http://www.ukfederation.org.uk/>

Creative Commons <http://creativecommons.org/>