# INTRODUCTION TO INSTITUTIONAL REPOSITORIES

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#### INTRODUCTION

Institutional repositories are indeed an essential component of the learning process. It is an information essential part of the shared infrastructure that includes contemporary information and communication technology. interlinked Institutional repositories are collections of digital text, documents, pictures, sound, data, software, and many other types of digital material that create the backbone of today's Internet and tomorrow's universally accessible digital repositories of all human knowledge. An institutional repository is a kind of information retrieval system in which data will be stored in digital format and available by computers. An institutional repository is a storage and distribution of digital objects / things that are customized of users.

## **INSTITUTIONAL REPOSITORY (IR):**

Institutional repository is a digital archive of the research output of faculty, research staff, and students of an organization typically a university or research organization and accessible freely to end users both within and outside of the organization. Digital repository viewed as a set of services the research organization offer to the members of its community for the management and dissemination of digital resources created by members of the community. Standards are followed by the Institutional Repositories which

ensure that its content are accessible and be secured and retrieved for use at later stage.

#### **Foster and Gibbons**

"An electronic system that capture, preserve and provide access to the Institutional work product of a community".

## Wikipedia

An institutional repository is an online platform at which an institution's intellectual output, especially that of a research institution, can be gathered and archived in digital form. This may include material such as research journal articles pre and post peer review, as well as digital versions of theses and dissertations, as well as other digital assets generated by normal academic life, such as administrative documents, course notes, or learning objects for a university.

### Need of IR

Institutional repositories have excellent qualities that differentiate them from traditional libraries. It includes a sophisticated search system. Does not have any physical boundaries. It may be accessed via the Internet from anywhere at any time. To create a collection, an institutional repository does not need physical space. It provides easy access to digital materials located all around the world. The prime motive for creating institutional repositories is to enhance data distribution.

### **Searching and Browsing**

Advanced search systems are used to find information E.g., Boolean logic, Truncation

search and federation searching systems are used to search pinpointed digital information. Also, hyperlink is used to other sources with a source provide an obvious advantage

## **Sharing of Information**

Institutional repositories and archives keep records of digital data sources that are specific to them. Users have access digital information by publishing it on a network. This is a substantial improvement over expensive physical resource duplication.

## **Updated Information**

In a digital format, document updating is easy. Because the entire text can be reproduced, updating print resources is challenging. Up - to date information in a digital format and preserving it on a central computer is very simple. Online versions of encyclopaedia directories, Handbooks, and other reference sources are preserved by many institutional repositories. When publishers releases updated revisions, they are installed on the library's computerServer. Hence user can get updated / current information. 7.5 Information is always available. The doors of the Institutional repository always open 24 x 7 x365. Users can access information according to his time. Internet connectivity is the base of Institutional repository. Hence Internet must be available for accessing Institutional repository.

### **New Forms of Information**

The best method to record and disseminate information is always in digital format. A database could be the most appropriate way to store census data so that it may be computeranalyzed. Satellite data can be visualised in a number of ways. Even if the formats are similar, resources created especially for the digital world vary from those created for paper or other media. The effect of spoken words vary from the impact of written words, and online textual resources look different from either the spoken or printed word. When writing for multiple medium, good authors use different terms, and users find new ways to use the material. Resources created for the digital that are lacking in resources and have been mechanically converted to digital format, much as a feature film never looks quite right on television. Each of the above advantages may be found in today's digital libraries. Institutional repositories are expected to change from static repositories to permanent objects, enabling for a wide range of services that promote collaboration and idea sharing. The technology in use in institutional repositories seems to be quite identical to that used in electronic mail

#### **Functions of IR**

- 1. Institutional repositories provide users access to massive amounts of data...
- 2. supports to multimedia contents.
- 3. Easily accessible through Network.
- 4. Interface is user friendly.
- 5. Unique referencing of digital objects.

- 6. supports advanced search
- 7. Information available for a very long time.

### **CONCLUSION:**

An institutional repository provides information to the user's desk, whether at work, at home, or anywhere else having connection to the Web. The IR is always available. People have the opportunity to access information at their convenience. Institutional repositories are built on a foundation of internet connectivity. As a result, access to the institutional repository must be accessible via the Internet.

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