Guidelines for starting an Institutional Repository

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The journey to the guide - Part 1

- No single document
- DSpace documentation only documented DSpace
- No policies available
- Only significant guideline came from the library director

The journey to the guide - Part 2

- Started a wiki
- Held a meeting with central IT
- Started backup procedures
- Joined all the mailing lists

The journey to the guide - Part 3

- Began to record all procedures on the wiki
- Properly re-installed DSpace
- Began service level agreement with IT
- Decided to re-factor wiki documentation into a "starting-out" guide

The journey to the guide - Part 4

- The "starting-out" guide led to the "audit" recommendations

- Installed the "Collection" extension to the wiki

- Created a PDF version of the guide using the above.

The journey to the guide - Links

Guide: http://bit.ly/goodir

Audit: http://bit.ly/garpir