

8.3 – Digital Commons Release Notes

Version: September 2016

Available at <http://digitalcommons.bepress.com/reference/96>

The 8.3 release of bepress Digital Commons provides those DIY types with greater access to configure their Digital Commons collections and introduces a new product, the Digital Commons Advanced Administrator Toolkit. The release also includes major improvements to batch uploads, single sign-on to streamline access between Digital Commons and SelectedWorks, and more outlined below.

Unless noted otherwise, new features will be automatically available after September 9, 2016.

New DIY Features for Administrators

Assign Granular Permissions to Other Administrators

When adding a new administrator to a collection, you have the ability to tailor permissions to fit the new administrator’s responsibilities. A new interface will help you add/remove administrators and to choose from a list of permissions. To learn more about assigning permissions, see <http://digitalcommons.bepress.com/reference/95>.

View/Edit Permissions
Close
Save changes

Permissions for Admin

Some permissions apply to specific publication types or require additional setup. Please contact Consulting Services for more information.

General SELECT ALL PERMISSIONS

<input type="checkbox"/> Create administrators <input checked="" type="checkbox"/> View Configuration tab <input checked="" type="checkbox"/> View collection tool	<input type="checkbox"/> Access user accounts and Author Merge Tool <input checked="" type="checkbox"/> Create volumes, issues, tracks, and themes <input checked="" type="checkbox"/> Send mailings	<input checked="" type="checkbox"/> Update <input checked="" type="checkbox"/> View Digital Commons Dashboard <input type="checkbox"/> View subscription and access control tools
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Submissions and Review

<input type="checkbox"/> Approve for authors <input type="checkbox"/> Complete publication checklist <input type="checkbox"/> Delete submissions <input checked="" type="checkbox"/> Submit for authors <input checked="" type="checkbox"/> Edit submissions in this publication	<input type="checkbox"/> Batch upload <input type="checkbox"/> Select full text download format <input checked="" type="checkbox"/> Register decision <input type="checkbox"/> Batch revise <input checked="" type="checkbox"/> Can See All Submissions	<input checked="" type="checkbox"/> See Reviewers link <input type="checkbox"/> Is assigned submissions by default <input checked="" type="checkbox"/> Receive email notifications <input type="checkbox"/> Lock submissions when assigned to this user
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Customize Introductory Text Anywhere

The repository and every collection within it support the ability to display customized introductory text. Show off featured collections on your homepage! Tell visitors about the strengths of a department or its collections! With this release, administrators are able to enter and update the text at any time via the Configuration tab.

Customize Series Headings to Fit Your Content

Administrators are using series to feature a wide variety of content, ranging from datasets and technical reports to teaching materials and faculty publications. The default headings of series display "Submissions from YEAR." Using a new option available via the Configuration tab of every series, administrators can edit these headings to better fit the series content.

The screenshot shows the UNT Health Science Center Scholarly Repository homepage. The header features the UNT Health Science Center logo and the text "SCHOLARLY REPOSITORY A SERVICE OF THE GIBSON D. LEWIS LIBRARY". Navigation links include Home, About, FAQ, and My Account. The breadcrumb trail reads "Home > ORALHISTORYFORENSICS". The main heading is "CENTER FOR HUMAN IDENTIFICATION ORAL HISTORY PROJECT". Below this is a paragraph of introductory text. A "Follow" button is visible. A series heading "Interviews from 2013" is circled in blue. Below this heading is a list of PDF documents:

- PDF Crime Scene Investigation, TV versus Reality, University of North Texas Health Science Center at Fort Worth
- PDF DNA-Prokids: Forensic Genetics and Human Trafficking, University of North Texas Health Science Center at Fort Worth
- PDF Dr. Arthur Eisenberg, University of North Texas Health Science Center at Fort Worth
- PDF Dr. John Planz, University of North Texas Health Science Center at Fort Worth
- PDF Dr. Joseph Warren, University of North Texas Health Science Center at Fort Worth
- PDF How do you get a job in Forensic Science?, University of North Texas Health Science Center at Fort Worth
- PDF Other Applications of Forensic Genetics, University of North Texas Health Science Center at Fort Worth

On the right side, there is a search bar with the text "Enter search terms:" and a "Search" button. Below the search bar is a dropdown menu with "in this series" selected. Further down are links for "Advanced Search" and "Notify me via email or RSS". The "Browse" section includes links for "Collections", "Disciplines", and "Authors". The "Author Corner" section includes a link for "Author FAQ".

Use *Interviews* or your choice to replace the default *Submissions* from YEAR

Enable or Disable PDF Cover Pages for Any Collection

The automatically generated PDF cover pages in Digital Commons help increase recognition of your institution and bring traffic back to the repository. Administrators can now control whether the system generates cover pages for the PDFs in a collection. To access these controls, see the Configuration tab.

View System Status Instantly

Ever wonder if there might be a delay somewhere in the system? Check out

<http://www.bepress.com/status>

Benefits include:

- A peek into the system status at any time,
- Periodic updates in the event of a service interruption or scheduled maintenance, and
- Important news about upcoming or recent developments

Additional improvements are planned for the status page (including automated notifications).

New DC Advanced Administrator Toolkit

Our consultants are ready to build new collections for you as quickly as possible, but we know there are times that it would wow some departments for you to be able to build a new collection for them on the fly. This new, free product for Digital Commons institutions enables experienced administrators to build a variety of collections for their repositories. Eligible administrators will be able to build communities, series, ETD series, image galleries, and book galleries.

If you would like to learn more about the DC Advanced Administrator Toolkit, please contact your consultant. Consultants will verify eligibility and next steps.

Even Easier Batch Uploads

New Workflow for Imports: Introducing Placeholders!

When a batch upload completes, the system will import the successful records and create placeholders for the remaining records until you can correct them.

Here's how it works:

1. Upload your Excel file of new records
2. Receive a partial success email if only some of the records import
3. Receive a Batch Revise spreadsheet of placeholder records that require correction
4. Upload the corrected Batch Revise spreadsheet
5. Receive a success email when all of the records import

For an A-Z introduction, see <http://digitalcommons.bepress.com/reference/14/>.

View the Status of Your Batch Import

Large imports and revisions can take time to complete, but you can check the status at any time. See the new status chart, available from the Manage Submissions tab of every collection.

Faster Generation of Batch Revise Spreadsheets

Collections with many thousands of records can be cumbersome to revise. When generating a batch revise spreadsheet, the system will provide 5000 records at a time, decreasing the time to generate and helping you revise only the records you need.

Clearer Error Messages for Faster Troubleshooting

When batch errors do occur, the corrections should be easy to read and quick to fix. With this release, we improved the language of the most common error messages so that batch uploads will be easier and faster to independently troubleshoot.

No Duplicate Imports

Administrators are no longer able to queue simultaneous imports into the same publication. This feature was in place for most of Digital Commons, and now it prevents duplicates in every type of publication.

Simplifying Sign-on

Take Your Authentication with You

No more logging in separately to Digital Commons and SelectedWorks. We'll be rolling this major enhancement to all repositories over the next couple of weeks. Administrators and authors who log in to Digital Commons will no longer be prompted to sign in again when entering SelectedWorks, and vice versa.

Discipline Taxonomy Updates

New entries in the Digital Commons three-tiered taxonomy of academic disciplines include:

Education: Vocational Education

Engineering: Aviation: Aviation and Space Education

Life Sciences: Plant Sciences: Bryology

Medicine and Health Sciences: Medical Education: Interprofessional Education

Medicine and Health Sciences: Medical Specialties: Tropical Medicine

Physical Sciences and Mathematics: Earth Sciences: Speleology

Modified:

Physical Sciences and Mathematics: Computer Sciences: Information Security (changed from

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Physical Sciences and Mathematics: Computer Sciences: Computer Security)
Social and Behavioral Sciences: Public Affairs, Public Policy and Public Administration: Military
and Veterans Studies (changed from Social and Behavioral Sciences: Public Affairs, Public Policy and
Public Administration: Military Studies)

Any submissions with a modified discipline were migrated to the new term.

To browse the full taxonomy see <http://digitalcommons.bepress.com/reference/9/>.

For more information about the release, please contact Consulting Services at 510-665-1200, opt. 2 or dc-support@bepress.com.