

केंद्रीय पुस्तकालय
राजीव गाँधी विश्वविद्यालय
रोनो-हिल्स, दोइमुख
Central Library
Rajiv Gandhi University
Rono-Hills, Doimukh-791112

Lib-125/E-Platform/2020

Dated 18th May 2021

(Circular)

This to inform to all the teaching, non-teaching employees, research scholars and students of this University that the Central Library, Rajiv Gandhi University has developed Standard Operating Procedures(SOPs) for the use of the Institutional Repository (IR). The Institutional Repository (IR) will be functional with effect from 20th May, 2021 at 11.00 AM. In this connection, the users can make use of this portal for their academic and professional enrichment login with <http://rguir.inflibnet.ac.in>. The registered members are requested to adhere the IR (SOPs) of Rajiv Gandhi University, Central Library before access and downloading the e resources.

This is issued with the approval of the Vice-Chancellor.

प्रो.प्रशान्त कुमार आचार्या
प्रो.इंचार्ज पुस्तकालय
Prof. P K Acharya
Prof. i/c Library

Copy to:

1. The PS to Hon'ble Vice-Chancellor for his information please.
2. The P S to Pro Vice Chancellor for his information please.
3. The PS to Registrar for his information please
4. The Controller of Examination for his information please.
5. All the concerned HODs for their information please
6. Joint Registrar (Academic & Examination) for information please.
7. All the Assistant Registrar for information please.
8. All the Section Officer for their information and wide circulation among the staff members
9. Guard file.
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Standard Operating Procedures (SOPs)



INSTITUTIONAL REPOSITORY (IR)

Central Library, Rajiv Gandhi University
Rono Hills, Doimukh, Itanagar, Arunachal Pradesh
791112

May , 2021



Central Library
Rajiv Gandhi University
Rono Hills, Doimukh-791112

Standard Operating Procedures (SOPs) of Rajiv Gandhi University IR (Institutional Repository)

1. What is IR (Institutional Repository)?

A University-based institutional repository (IR) is a set of services that a University Library offers to the members of its community for the management and dissemination of digital materials created by the University or institution and its community members. It is most essentially an organizational commitment to the stewardship of these digital materials including long-term preservation, access and dissemination of e-resources of an organization to its users.

2. What Does IR contain?

IR of the institution contains a wide variety of documents depending on the policy of the institution. Most common are the outputs of research journal articles (pre-print and post- print), conference papers, technical reports, computer programs, preservations, technical manuals, Video and audio recordings, e-Books, Seminar and Webinar lectures, Theses and Dissertations and Rare books etc. Grey literature is as important as published outputs in the IR. Institutional Repository (IR) also contains other items such as convocation addresses, student handbooks, as well as teaching materials quotes sources which suggest that a repository should be integrated with the University's course management system and display e-learning features. In practice, however, Rajiv Gandhi University institution repository (IR) will provide a basic repository of such resources available through online which focus on research and academic publications.

3. Who will be entitled to access Rajiv Gandhi University IR?

Mainly the bonafied members i.e. faculty members, research scholars, students and other staff members having institutional e-mail IDs (i.e. @rgu.ac.in) are authorised members to access the IR of Rajiv Gandhi University.

4. How will you access the IR?

The registered members through their institutional e-mail address can log-in to IR link <http://rquir.inflibnet.ac.in> and browse the RGU IR and can download digital materials in pdf format purely for their academic purpose subject to provision of giving general information of the member provided in the Rajiv Gandhi University IR portal.

5. Validity Period of Accessibility of IR

Teachers, researchers and students are authorized to access RGU IR as long as they are in the University. The moment the tenure in the University or the course is completed and the no dues certificates are issued from the University Library authority, the validity of access to RGU IR will be withdrawn.

6. Copyright Violation on IR Use

Rajiv Gandhi University IR digital materials are mainly grey literature. Any downloaded digital materials from the IR comes under the purview of copyright. The downloaded permissible materials can not be reprinted and sold in the market for commercial purpose further. If any member found violating such copyright act shall be treated as per the provisions of copyright act-1957. The created user-id and password are person specific and can not be transferred to any other person and subject to the violation of SOPs of Rajiv Gandhi University IR.