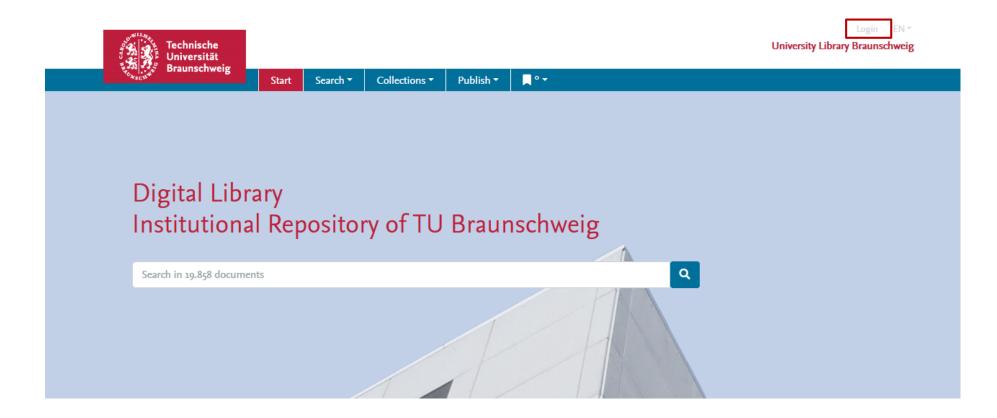# Instructions for publishing on the institutional repository of the TU BS
Overview start page
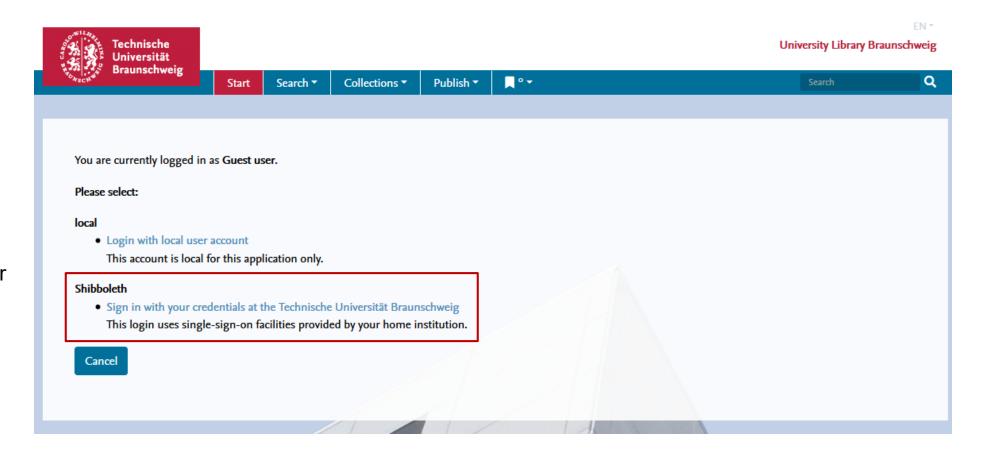

- Overview of the start page

- first you log in at the top right
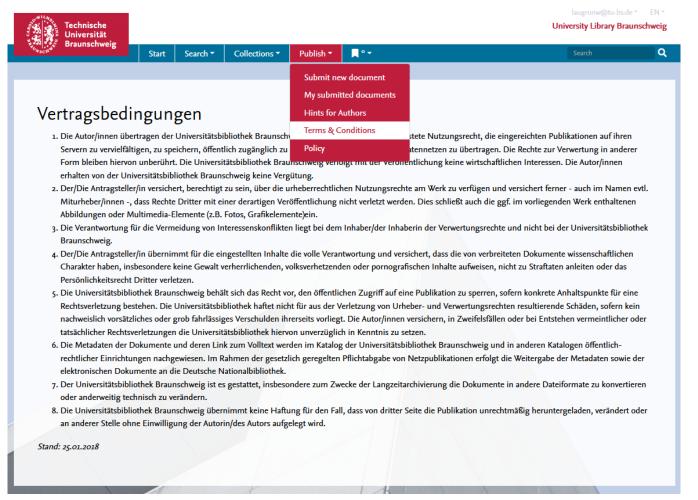
It is possible to register using the TU BS identifier from GITZ

Instructions for publishing on the institutional repository of the TU BS
License agreement

- For each new publication, the library's license agreement must be signed

- Download the PDF of the user agreement, read it and, if everything fits, sign it and return to the UB (https://publikationsserver.tu-braunschweig.de/content/publish/deposit-single.pdf)

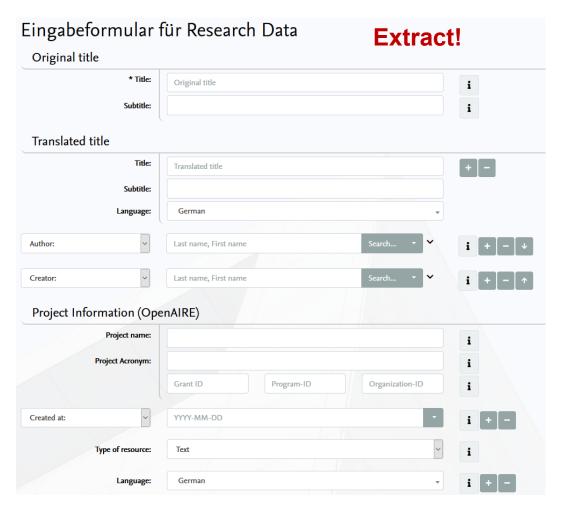- Further information is available under the items "Notes for authors" and "Guideline"

Instructions for publishing on the institutional repository of the TU BS
New submission

- for a new publication go to „Submit new document"

- in the first selection box you choose the publication type „Forschungsdaten" (research data)

- the second box is left blank

Eingabeformular für Research Data

Extract!

Original title

* Title: `Original title`

Subtitle:

Translated title

Title: `Translated title`

Subtitle:

Language: `German`

Author: `Last name, First name` `Search...`

Creator: `Last name, First name` `Search...`

Project Information (OpenAIRE)

Project name:

Project Acronym:

`Grant ID` `Program-ID` `Organization-ID`

Created at: `YYYY-MM-DD`

Type of resource: `Text`

Language: `German`

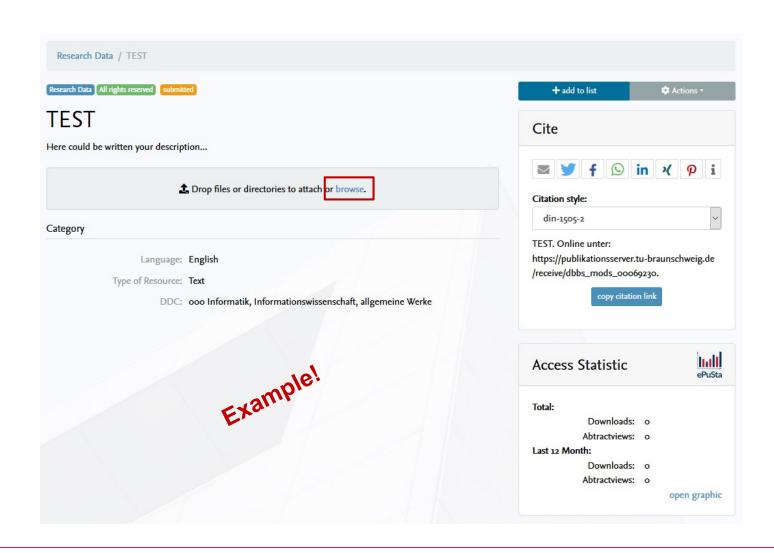| Selected metadata |
|---|
| Title (German / English) * |
| Author (with ORCID, address,etc) |
| Dewey Decimal Classification (DDC) * |
| Project information (OpenAIRE) |
| Project name |
| Project Acronym |
| Grand-ID |
| Language |
| Created on |
| Geographic coordinates |
| Keywords (German / English) |
| Abstract (German / English) |
| Data structure |
| scope |
| Access permissions * |
| License * |
| Embargo |
| Related sources, titles |

* Required information

- various metadata are requested

- the more precisely these are specified, the more findability and reusability of the data will improve

- in addition to information such as the title, contact details of the author, or a brief description of the data set, the granting of a license and information on access authorization are very important

- it is advisable to publish a README file with more detailed, descriptive metadata (e.g. with information on the test setup) with the data set in addition to the here requested administrative metadata

ATTENTION: A license that has been issued once cannot be effectively withdrawn!

- the data set need to be uploaded via „browse"

- for many documents it is advisable to create zipped folders

- after everything has been specified and uploaded to your satisfaction, an employee of the UB will check the submission

- under "Publish"→ „My submitted documents" the status of the submission can be checked

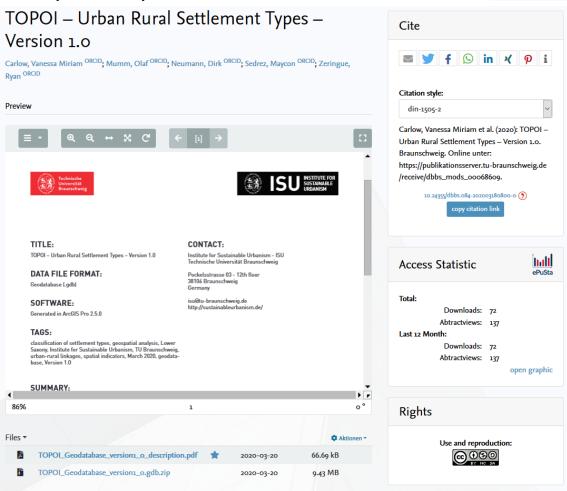- in the „submitted" status, the data record and all information can still be changed

Research Data / TEST

Research Data All rights reserved submitted

TEST

Here could be written your description...

⬆ Drop files or directories to attach or browse.

Category

Language:	English
Type of Resource:	Text
DDC:	000 Informatik, Informationswissenschaft, allgemeine Werke

Example!

Cite

Citation style:

din-1505-2

TEST. Online unter: https://publikationsserver.tu-braunschweig.de/receive/dbbs_mods_00069230.

copy citation link

Access Statistic

Total:
Downloads: 0
Abtractviews: 0
Last 12 Month:
Downloads: 0
Abtractviews: 0

open graphic

Instructions for publishing on the institutional repository of the TU BS
Finished!

Example of a published data record:

- if everything is in order, the data set will be published (with DOI if desired)

- in the case of large amounts of data, UB employees can take over the submission

Do you have any questions or do you want to know more about research data management?
We would be happy to advise you!
forschungsdaten@tu-braunschweig.de