

USING OPENED@UCL TO SEARCH FOR OER

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1. INTRODUCTION

OpenEd@UCL is a public repository for sharing and showcasing teaching curriculum materials produced by staff and students across all departments at UCL. OpenEd@UCL supports full-text keyword searching across all of the repository's content. This guide provides basic instructions for searching and understanding search results.

2. SIMPLE SEARCH

The simple search option can be accessed via the 'Home' (<http://uclor.eprints-hosting.org/>) and 'Simple search' (<http://uclor.eprints-hosting.org/cgi/search/simple>) webpages. There is also a basic search box on the top right of each page on the OpenEd@UCL site (fig. 1), and at the top of the 'Advanced Search' page options (fig. 2).

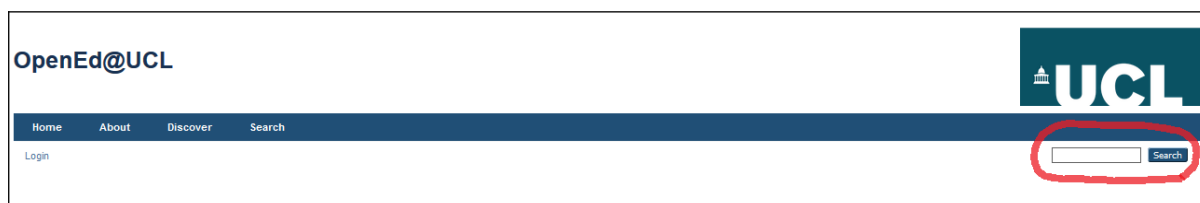


Fig. 1 Basic search box present on the top-right of each webpage on the OpenEd@UCL repository.

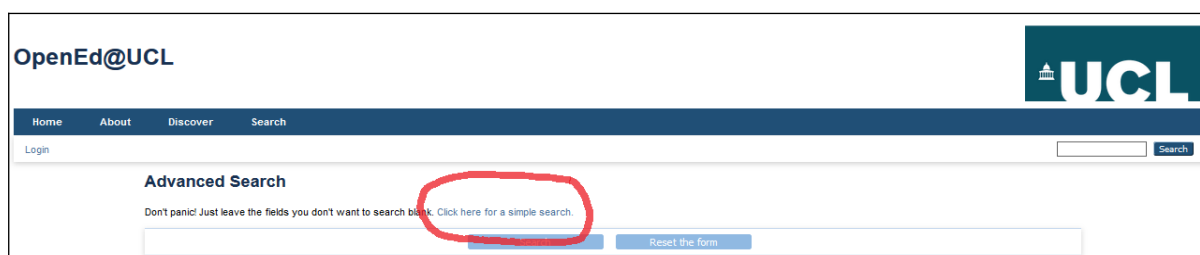


Fig. 2 Screenshot: hyperlink to 'Simple search' at the top of the 'Advanced Search' webpage.

- OpenEd@UCL supports full-text keyword searching across all of the repository's content.
- Search for exact phrases by placing words within quotation marks, e.g. "stylesheet".
- Boolean operators can be used to construct a better search, e.g. "document analysis" AND XSLT.

3. ADVANCED SEARCH

The advanced search option can be accessed by clicking on the 'Advanced Search' hyperlink on the 'Home' (<http://uclor.eprints-hosting.org/>) webpage, and by clicking

'Search' which appears on the top menu bar on each page of the OpenEd@UCL site (fig. 3).

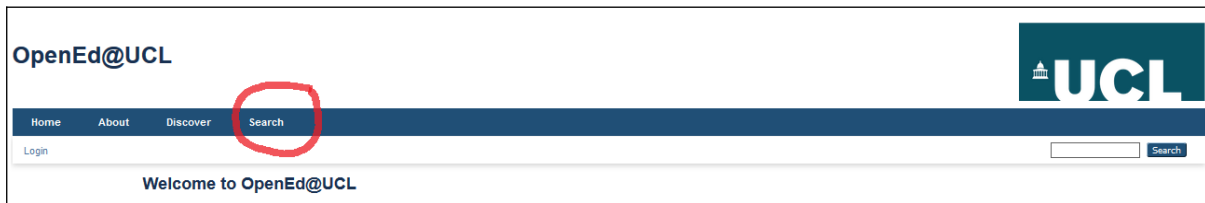


Fig. 3 Screenshot: advanced search can be accessed by clicking the 'Search' link on the top menu bar, which appears on every webpage of the OpenEd@UCL repository.

Fig. 4 Screenshot: advanced search options on the 'Advanced Search' webpage.

- Full-text search options: you can conduct full-text searches of documents, titles, names, descriptions, tags, date added, and advice for reuse.
- Filter search options: one or more of the options – licence type, item type, viewing permission, and type of digital object – can be selected to refine your search.
- Drop-down options: there are drop-down options on the document, title, name, description, tags, advice for reuse, retrieved records must fulfil, and order the results fields. These provide further filter options to help improve your search.

4. DISCOVER

Clicking on the 'Discover' hyperlink which is located in the top menu bar of each webpage on the repository will redirect you to the browse options. It is possible to browse by year, author, tags, and university structure. After selecting one of these browse options, the results are displayed in alphabetical or numerical order.

5. UNDERSTANDING SEARCH RESULTS

- a) The format and display of search results is the same for Simple and Advanced searches (fig. 5). The drop-down 'Reorder' option allows you to order the list by year (most recent or oldest first), author, or title. You can then scroll down to view the results and select a relevant item. Hovering the mouse over a resource thumbnail image causes it to expand so it can be previewed

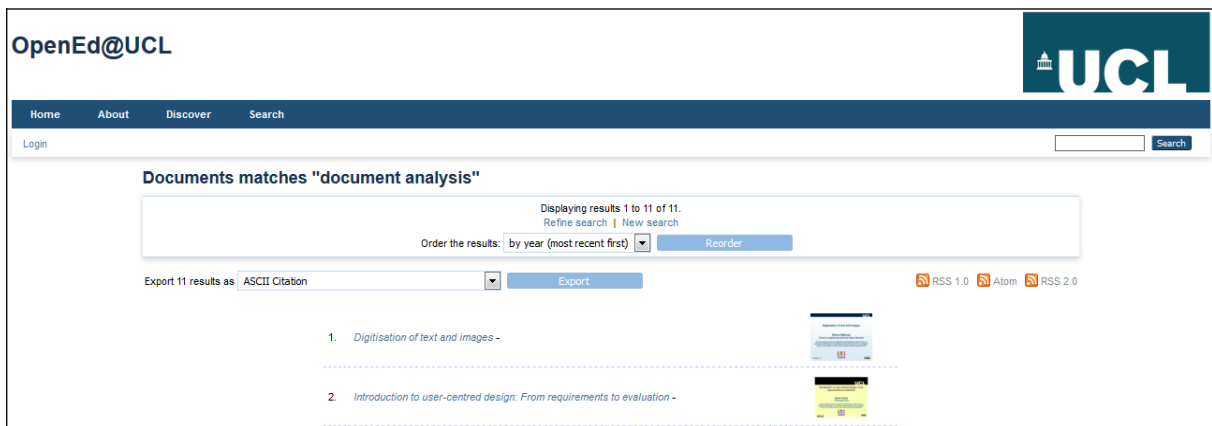


Fig. 5 Screenshot: example format and display of search results.

- b) The format and display of every 'Resource' webpage (fig. 6) is the same, with a preview of the item, including the option to view it in the browser. The OER title, description, advice for reuse, depositing user ('Added by'), date added, name, tags, viewing permissions, URL, hyperlink to the 'Downloads and Views' webpage, the option to download, and the collection it sits within are provided.

Clicking on the 'Added by' hyperlink redirects to a webpage detailing that user's recent uploads and most viewed items, as well as contact details. Clicking on a specific tag hyperlink redirects to a search result page where you can browse all the resources with that same tag.

- c) Clicking on the 'Collection(s)' hyperlink redirects to the 'Collection Items' webpage. You can read a description of that collection, browse all the resources contained within that collection, and download a .zip folder which contains all of the collection items. Where permissions allow, the collection items in the .zip folder will be in an open and editable format.

The screenshot shows a webpage layout for a digital resource. On the left is a large presentation slide with the following content:

- Header: Digitisation of text and images (UCL logo)
- Title: Digitisation of text and images
- Author: Simon Mahony
- Original Author: From an original document by Claire Warwick
- Description: This document is part of a collection of presentations with a focus on electronic publishing. For full details of this and the rest of the collection see the cover sheet at: <http://uclor.eprints-hosting.org/id/eprint/34>
- Version: 1.0
- Logo: OER (Open Educational Resources)
- File Name: 07digi.pdf
- License: CC BY-SA
- Download: Download (1MB)
- Thumbnail: A small preview of the PDF document.
- Text: 1 file in this resource

On the right side of the webpage, there is a sidebar with the following sections:

- Digitisation of text and images**: A short paragraph stating the presentation is from a Master's level module at UCL.
- Advice for reuse**: CC-BY-SA license.
- Added By**: Yogeswaran C.
- Date Added**: 24 Apr 2018 18:02
- Name**: (empty)
- Tags**: ukoer, digital humanities, electronic publishing, dhoer, teaching, resources, information studies, preservation, sustainability, metadata, digitisation, digitization, text, images, digital preservation, digital capture, 3d scan, pixel, dpi, e-publishing, ep, e-publishing, web publishing
- Viewing permissions**: World
- Link**: <http://uclor.eprints-hosting.org/id/eprint/43>
- Downloads & Views**: A circular icon with a line graph.
- Actions (login required)**: A 'View Item' button with a document icon.
- Toolbox**: A 'Download as zip' button.
- Collection(s)**: Electronic publishing

Fig. 6 Screenshot: example format and display of a resource webpage.

6. RE/USING OER

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Attribution[(s)]: Document [adapted/copied] from "[document title]" by [Author name] (UCL), which is licensed under the [CC BY-SA 4.0 licence].