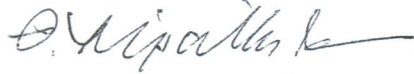HSLib.MU/IR2011
March 2, 2011

CIRCULAR

Sub: Institutional Repository for Manipal University

We would like to inform you that Manipal University has decided to develop 'MU Institutional Repository'. In this regard, you are requested to provide the details of the following content *in digital form/soft copy* published upto 31st December, 2010 by the faculty and students of your department/institution in the format enclosed herewith. Scanned copies of the same could be provided in the absence of soft copies.

- ✓ Journal Publications
- ✓ Books Published
- ✓ Chapters in Books Published
- ✓ Conference Presentations (Paper)
- ✓ Conference Presentations (Posters)
- ✓ Conference Presentations (Guest Lectures/Keynote Address)
- ✓ Workshops (As Resource Person)
- ✓ Postgraduate Thesis/Ph.D. Thesis
- ✓ Research Projects
- ✓ Patents Received

The above said information related to the faculty and students of your department/institution may be sent to the Senior Librarian, KMC Health Sciences Library, MU, Manipal on or before 25th March, 2011 and the same will be sent for uploading in the proposed Manipal University Institutional Repository.

Soft copy of the format enclosed could be downloaded from the KMC Health Sciences Library web site (http://mymanipal/lib/index.asp, http://172.16.19.80/).

DEAN
Encl: As above

To:
1. All the Heads of Depts., KMC, Manipal
2. The Dean, MCODS, MU, Manipal
3. The Dean, MCON, MU, Manipal
4. The Dean, MCOAHS, MU, Manipal
5. The Dean, KMC International Centre, Manipal
6. The Dean, MMMC, Manipal
7. The Director, MLSC, MU, Manipal
8. The Principal, MCOPS, MU, Manipal
9. The Principal, School of Nursing, Manipal
10. The HODs, MU Depts. (CAMP, Statistics, MCVR, & Public Health)

Copy to:
1. The Pro Chancellor, Manipal University, Manipal
2. The Vice Chancellor, Manipal University, Manipal
3. The Pro Vice Chancellor, Manipal University, Manipal
4. The Registrar, Manipal University, Manipal   } For kind information, please
5. Associate Deans, KMC, Manipal
6. The Network Administrator, MU, Manipal
7. The Medical Superintendent, Kasturba Hospital, Manipal - with a request to publish the above circular in the Routine Hospital Order

Institutional Repository for Manipal University

Format for Providing Available Content in Digital Form Published upto 31ˢᵗ December, 2010

Name of the Institution: ....

Name of the Department: ....

1. Journal Publications

Author Name: ....
Title: ....
Journal Name: ....
International: .... *National:* .... *Indexed:* .... *Non-Indexed:* ....
Volume: .... *Issue:* ....
Page Numbers: ....
Year: ....
Keywords: ....
Subject: ....
Soft Copy of Full Text of Article Provided in CD: ....
Soft Copy of Abstracts of Article (incase full text is not available) Provided in CD: ....

2. Books Published

Author Name: ....
Title of the Book: ....
Edition: .... *Volume:* .... *Year:* ....
Publisher: .... *Place:* ....
Pages: ....
Keywords: ....
Subject: ....
Soft Copy of Full Text of Book Provided in CD: ....

3. Chapters in Books Published

Author Name: ....
Title of the Book: ....
Editor: ....
Chapter Title: ....
Volume: .... *Edition:* .... *Year:* ....
Publisher: .... *Place:* ....
Page Numbers: ....
Keywords: ....
Subject: ....
Soft Copy of Full Text of Chapter Published in Book Provided in CD: ....

4. Conference Presentations (Paper)

Presenter Name: ....
Title of the Paper: ....
Conference Name: ....
Organized By: ....
International: .... *National:* ....
Place: .... *Date:* .... *Month:* .... *Year:* ....
Keywords: ....
Subject: ....
Soft Copy of Full Text of Paper Presented Provided in CD: ....

5. Conference Presentations (Poster)

Presenter Name: ....
Title of the Poster: ....
Conference Name: ....
Organized By: ....
International: .... *National:* ....
Place: .... *Date:* .... *Month:* .... *Year:* ....
Keywords: ....
Subject: ....
Soft Copy of Poster Presented Provided in CD: ....

6. Conference Presentations (Guest Lectures/Keynote Address)

Presenter Name: ....
Topic: ....
Conference Name: ....
Organized By: ....
International: .... *National:* ....
Place: .... *Date:* .... *Month:* .... *Year:* ....
Keywords: ....
Subject: ....
Soft Copy of Guest Lecture/Keynote Address Provided in CD: ....

7. Workshops (As Resource Person)

Name of the Resource Person: ....
Topic: ....
Workshop Name: ....
Organized By: ....
International: .... *National:* ....
Place: .... *Date:* .... *Month:* .... *Year:* ....
Keywords: ....
Subject: ....
Soft Copy of Lecture Provided in CD: ....

8. Postgraduate Thesis/Ph.D. Thesis

Student Name: ....

Title of the Thesis: ....

Postgraduate Thesis: .... *Ph.D. Thesis:* ....

Month: .... *Year:* ....

Pages: ....

Keywords: ....

Subject: ....

Soft Copy of Thesis Provided in CD: ....

9. Research Projects

Investigator Name: ....

Title of the Project: ....

Month: .... *Year:* ....

Pages: ....

Keywords: ....

Subject: ....

Funding Agency: ....

Soft Copy of Project Provided in CD: ....

10. Patents Received

Name: ....

Title of the Patent: ....

Month: .... *Year:* ....

Pages: ....

Keywords: ....

Subject: ....

Soft Copy of Patent Received Provided in CD: ....