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| http://www2.uncp.edu/library/ir/images/header.png | **BraveDOCKS, the UNCP Institutional Repository**  Digital Online Collection of Knowledge and Scholarship  Mary Livermore Library  University of North Carolina Pembroke |

**INFORMATION FOR STUDENT SUBMISSION**

**Theses and Dissertations**

All electronic theses and dissertations (ETDs) are automatically archived under the direction of the [UNCP School of Graduate Studies and Research](http://www.uncp.edu/academics/colleges-schools-departments/colleges-schools/graduate-studies-and-research). For more information regarding electronic thesis and dissertation policies, please consult the [Directions for the Preparation of a Thesis](http://www.uncp.edu/academics/colleges-schools-departments/colleges-schools/graduate-studies-and-research/current-graduate-students/directions-preparation-thesis) on the Graduate Studies website.

**Honors Papers**

Students in the [Esther G. Maynor Honors College](http://www.uncp.edu/academics/colleges-schools-departments/colleges-schools/honors-college-esther-g-maynor) have the option of adding their Senior Honors Projects to *BraveDOCKS*. The [Honors College Senior Project Handbook](http://www.uncp.edu/sites/default/files/Images_Docs/Academics/Colleges_Schools_and_Departments/Colleges_and_Schools/Honors_College_Esther_G/Senior%20Project%20Handbook%20%282014%29.pdf) contains the required Copyright and Availability form.

**Student Work**

**Criteria for Other Non-Published Student Work Archived in *BraveDOCKS***

* Each work must be the intellectual property of a UNCP student or group of students.
* It must be a scholarly, research, or educational work that has been nominated for inclusion by a sponsoring UNCP faculty member.
* It must be in electronic form.
* It must be made available for global access at no cost via the Web.
* The author(s)/creator(s) of each work must grant to UNC Pembroke the non-exclusive right to preserve and distribute the work in perpetuity.
* For written works, the first page must include the Title, Author(s)'s Name(s), Date, and Name of Faculty Sponsor or Advisor.
* For multimedia or other non-textual items, works must be accompanied by information including the Title, Author(s)'s Name(s), Date, and Name of Faculty Sponsor or Advisor.

**Criteria for Published Student Work Archived in *BraveDOCKS***

* Each work must be the intellectual property of a UNCP student.
* It must have been written and/or published while the individual was enrolled at UNCP.
* It must be a scholarly, research, or educational work.
* It must be complete and in final form.
* Articles and other textual materials must be available in one of the following forms:
  + The author's personal WORD or other word-processing copy.
  + Published online in HTML form.
  + Published online in PDF form, with a publisher that allows archiving of this version.
* Non*-*textual items (presentation slides, audio, video, images, etc.) must be received from the student in a form that may be posted to the repository.
* The author/creator of each work must grant to UNC Pembroke the non-exclusive right to preserve and distribute the work in perpetuity.

For more information, or to submit items, students should e-mail June Power, Director of Special Collections/Archives, [june.power@uncp.edu](mailto:june.power@uncp.edu).

**The Benefits of Archiving Your Research in *BraveDOCKS***

* Each work is archived permanently with a stable server and a URL that will never break. (Personal Web pages can change and will eventually disappear.)
* Each work is discoverable for researchers worldwide through Internet search engines (i.e. Google), which crawl repositories like *BraveDOCKS* and provide preferential treatment and keyword access to the full-text. In a Google keyword search, works in *BraveDOCKS* tend to come up early in the results list, which greatly increases discoverability.
* Google, Google Scholar, and other search engines are primary discovery tools for a vast number of researchers.
* As a result of this discoverability and free access to the text, articles posted in repositories like *BraveDOCKS* tend to be read more and cited more.
* Statistics on how often each work has been viewed are automatically generated and appear with each citation on the author's homepage in *BraveDOCKS*.
* *BraveDOCKS* is a great way of validating and showcasing the value of UNCP’s faculty and student research and creative works to society outside the classroom (UNC Tomorrow, NC taxpayers, and more).

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