

Research data publication in the Repository of the University of Nova Gorica



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Short history



- 2013 – four Slovenian universities launched a national [Open Science Slovenia](#) portal and repositories for open access to theses and scientific publications
- by the year 2022 - two more repositories were built (Digital Repository of Research Organizations of Slovenia, Repository of Colleges and Higher Education Institutions)
- 2015 - UNG students started publishing diploma, master, doctoral thesis in RUNG
- 2016 - UNG employees started depositing works for the bibliography management in RUNG
- 2023 - RUNG has been updated according to open science principles (the possibility of publishing research data, fields about projects, publishing costs ... were added)



Preparation for submitting work to the repository

- [Instructions for Submitting Works to RUNG](#) (2. Submission of research data)
 - Research Data Management Plan (RDMP)
 - data in recommended formats (independent of software and computing platforms)
 - special attention to the protection of personal data
 - FAIR principles - prepare a text file (README.txt)
 - README file - basic description of the research data and the folder and file structure
 - description understandable to experts in the same research field so that they can reuse the data without assistance from the authors
 - <https://odprtaznanost.si/ucilnice/>



Preparation for submitting work to the repository

<https://ung.si/en/library/>

- [Instructions for submitting works to RUNG in accordance with the principles of Open Science](#)
 - [Instructions for Submitting Works to RUNG \(2. Submission of research data\)](#)
 - [Form for Submitting Peer-reviewed Scientific Publications to RUNG-word](#)
 - [Form for Submitting Research Data to RUNG-word](#)



Preparation for submitting work to the repository

As Slovenian repositories are not yet aligned with dCOBISS, it is necessary to send the completed form “**Form for Submitting Research Data to RUNG**” to library@ung.si. If the research data are already stored in another repository (not RUNG), only the Form for Submitting Research Data to RUNG needs to be completed.

<https://ung.si/en/library/open-science/instructions-for-submitting-works-to-rung/>

- Were the research data created at any Slovenian public research organisation?
- Are research data published and equipped with PID?
- link to the research data
- format of the research data
- type of research data

<https://repozitorij.ung.si/prijava.php?lang=eng>

University of Nova Gorica University Study Research Search the repository

Repository of University of Nova Gorica

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Login

A+ | A- | SLO | ENG

Domain:

Username:

Password:

[Forgot your password?](#)

Uploading documents

Staff: log in with the username and password of your UNG email.
Students: log in with the username and password you use to enter the study information system.

The document which is an electronic version of the final work must be converted to PDF format. You may also submit the thesis source file (e.g. MS Word file) and attachments (e.g. video and audio recordings, images, computer programs, drawings in AutoCAD ...).

After the required information has been submitted, fill-out the "Confirmation concerning the authorship, proof of identity of the electronic and print versions of the diploma/masters/doctoral thesis and publication of personal data" and "Application for diploma/masters/doctoral thesis binding". Printed and signed documents should be submitted to the administrative office of your school.

In case of any issues, please contact: library@ung.si.

Repository of University of Nova Gorica



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Document type

A+ | A- | SLO | ENG

- Article (article in scientific or professional journal, conference contribution, etc.)
- Chapter or paragraph in a monograph
- Unpublished conference contribution, unpublished university lecture
- Conference contribution (lecture, report, poster - published in full in a separate conference proceeding or on conference or organizers web page etc.)
- Monograph or other completed work (scientific or professional monograph, scientific report, project documentation, software, manual etc.)
- Higher education textbook or other courseware
- Patent
- Research data, scientific data collection or corpus, experiment
- Research movie or documentary, audio or video record
- Work of art (poetry, prose, songs, movies, pictures, photographs or other works of art)
- Exhibition, performance, radio or TV show

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Document upload steps

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Your data has not been saved yet. Data can be saved in the first upload step.

Below are the steps required for document upload. You can complete each step completely or partly, you can edit and change the data later, if necessary. You don't need to complete all steps in one session. Already uploaded files can be replaced or deleted.

1. Bibliographic data

Enter or edit document metadata.

2. File upload

Upload your files.

3. Upload confirmation

Last step - confirm your upload and choose an organization.

After that, a librarian of the selected organization will be automatically notified about your upload.

[<< Koraki oddaje](#)[Shrani](#) [2. Prenos datotek >](#)

V primarnem jeziku ?

Jezik:

Slovenski jezik

Naslov (obvezno polje):

Podnaslov:

Povzetek (največ 4000 znakov; brez izraza "Povzetek:" in drugih uvodnih fraz):

Ključne besede (največ 1000 znakov; ključne besede ločite z vejico, brez izraza "Ključne besede" in drugih uvodnih fraz, obvezno polje):

V sekundarnem jeziku ?

Jezik:

Ni določen

Naslov:

Podnaslov:

Povzetek (največ 4000 znakov; brez izraza "Povzetek:" in drugih uvodnih fraz):

Ključne besede (največ 1000 znakov; ključne besede ločite z vejico, brez izraza "Ključne besede" in drugih uvodnih fraz):

Tipologija (obvezno) ?

Tipologija (obvezno)

Ni določena

Avtorstvo (obvezno)

Osebe navedite natanko v takšnem vrstnem redu, kot so zapisane. Navedite jih brez znanstvenih ali strokovnih nazivov.

Vloga

Priimek

Ime

ORCID

Afilijacija

Avtor(ica)

[odstrani](#)[Dodaj osebo](#) Pri delu je sodelovalo več oseb, kot jih je navedenih tukaj (et. al.).



Entering research data in RUNG (mandatory elements)

- title, subtitle of the research data in Slovenian and/or English
- abstract, keywords in Slovenian and/or English
- typology, authorship
- year of creation/collection of the research data
- access type:
 - **Immediate** publication
 - **Delayed** publication until (max. 3 years)
 - **Permanently restricted access to files, metadata is available** - author can choose „Allow access requests“ (author will receive an email for access requests)
 - **Restricted access** - metadata and files are not publicly available, available only to authenticated users (administrators); nobody knows the research exists



Entering research data in RUNG (mandatory elements)

- licence: CC BY or CC BY-SA
- information on funders and projects
- data collection methods

File uploading to RUNG

University of Nova Gorica | University | Study | Research | Search the repository

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2. File upload A+ | A- | SLO | ENG

Upload to RUNG | Upload of big files

You need to upload at least one file. Usually this is a PDF file that represents your document (presentation file), but you can upload any kind of file.

You can also upload other files if they belong to the work you are uploading. These can be source documents (like DOCX file that was used to create PDF), supplement files (images, charts, spreadsheets, or other files, compressed into a single ZIP file) or other. Each file can have a purpose that you can select. You can read more about the file purpose [here](#).

Upload only files without any password protection!

You can upload multiple files at once, also with drag & drop. More about file upload [?](#)

Select file

Drag and drop your files here

List of your files in RUNG:

Purpose	File name	Date	Size (B)	Action
List is empty!				



File uploading to RUNG

- **Upload to RUNG**

- **README file** (no matter whether you publish the data)
- for files up to 2 GB
- files remain on UNG server
- easy to reach the data

- **Upload of big files**

- for files 2 GB or more and files that are intended to be processed on supercomputers
- upload is done via iRODS system using iRODS commands (in the future: Simple Storage Service-S3)
- it takes some effort to retrieve the data
- video with instructions
https://www.youtube.com/watch?v=_9lLiLn_GKE



Thank you!

Further information:

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