# *How Records Get Into ERIC: A Look Behind the Scenes*

**APRIL 20, 2017**

# Speakers and Agenda

## Speakers

- Erin Pollard, Project Officer, Institute of Education Sciences
- Fern Frusti – Content Development Lead, AEM Team
- Judy Beck – Processing Team Lead, AEM Team

## Agenda

- Introduction
- ERIC Content Development
- Content Acquisitions and Processing
- Q and A

# HOW RESEARCH BECOMES AN ERIC RECORD

Start at the top and follow the arrows to understand how materials are indexed in **ERIC**.

Authors submit their work to ERIC through the **Online Submission System**

New sources (e.g., journals) are recommended to ERIC by users, publishers, and the ERIC team.

## Source Selection

Material is checked against the **ERIC Selection Policy** to determine whether it falls within scope. Lists of indexed **Journals** and **Non-Journal Sources** can be found on our website.

**Selected Online Submissions**

Sources that are not consistent with the Selection Policy are not indexed in ERIC. Some sources may not be indexed because they have not produced enough content or are on a hiatus from publishing. They are held for future review.

Selected publishers sign an agreement with ERIC

Publishers provide content to ERIC

## Record Processing

ERIC creates searchable records for the new content

- Adds title, author, and source information
- Writes **abstract,** if not included
- Applies descriptors from the **ERIC Thesaurus**
- Performs quality check
- Sends processed records to be added to the collection

## Records are Added to the ERIC Collection

These materials join the existing 1.6 million ERIC records used by researchers, teachers, students, librarians, and others.

**ERIC**
Institute of Education Sciences

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# Key Criteria Used for Selection

## Phase 1: Basic Criteria

- Relevant to education
- Currently publishing and no pending changes
- 80% of full text is in English
- Acceptable type of material

## Phase 2: Quality Indicators

- Education research
- Completeness
- Contains data and citations
- Addresses the scope area in a professional way
- Relevant to current issues

# Agreement to Index Journals

The **Education Resources Information Center (ERIC)** database is an online digital library sponsored by the Institute of Education Sciences of the U.S. Department of Education. ERIC provides a comprehensive, easy-to-use, searchable, Internet- based bibliographic database of education research, enhanced by full text when permission is granted by the publisher, or links to the publisher. Available at http://eric.ed.gov, it is an efficient tool for educators, researchers, and the general public to locate education research journal articles, books, and other literature from multiple sources.

The purpose of this agreement is to establish a mutually beneficial working relationship between ERIC and a publisher or other authorized provider of education content, as set forth in this document.

**The LICENSEE is the U. S. Department of Education (ED)**, and

**The LICENSOR is** (*please complete this information as it should be displayed on an ERIC record*):

| |
|---|
| Publisher Name: |
| Address: |
| City, State, Zip, and Country: |

WHEREAS it is the goal of the LICENSEE to provide a premier Web-based database of ERIC bibliographic records, and full text when permitted, of current and historical education-related content; and

WHEREAS the LICENSOR is willing to furnish electronically readable files in accordance with the terms of this Agreement;

It is mutually agreed as follows:

**Publishers provide content to ERIC**

## Record Processing
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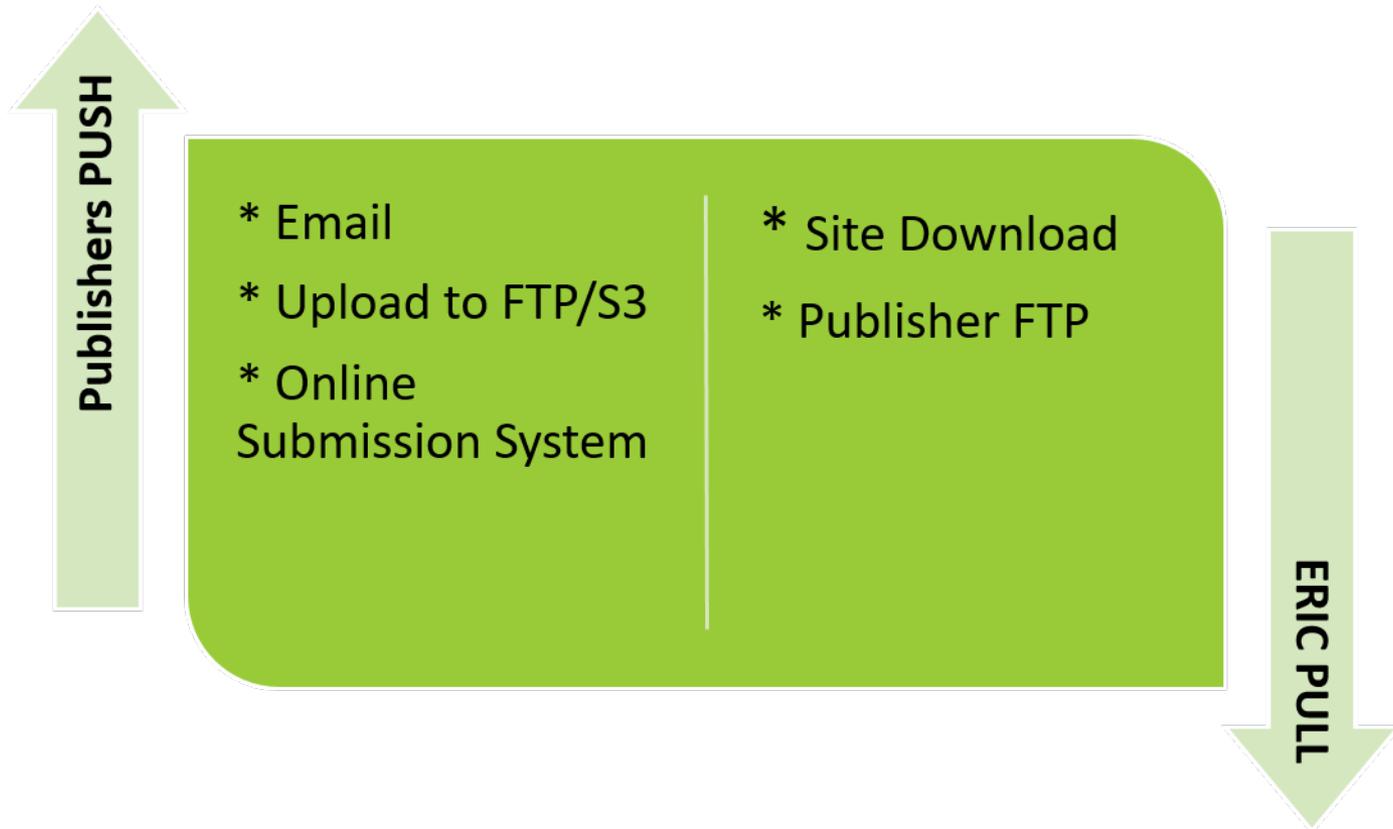
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# Push/Pull Acquisitions

**Publishers PUSH**

* Email

* Upload to FTP/S3

* Online
Submission System

* Site Download

* Publisher FTP

**ERIC PULL**

# Education Literature Validation and Indexing System—ELVIS!

# Prepping Files for ELVIS

JAASEP — JOURNAL OF THE AMERICAN ACADEMY of SPECIAL EDUCATION PROFESSIONALS

art 1.pdf = Must rename file

Burst: Separate out each article

# Prepping Files for ELVIS - continued

12564_2014_Article_9335.xml.Meta

Manually delete ".Meta" tag

**Zip File** — Holds entire issue
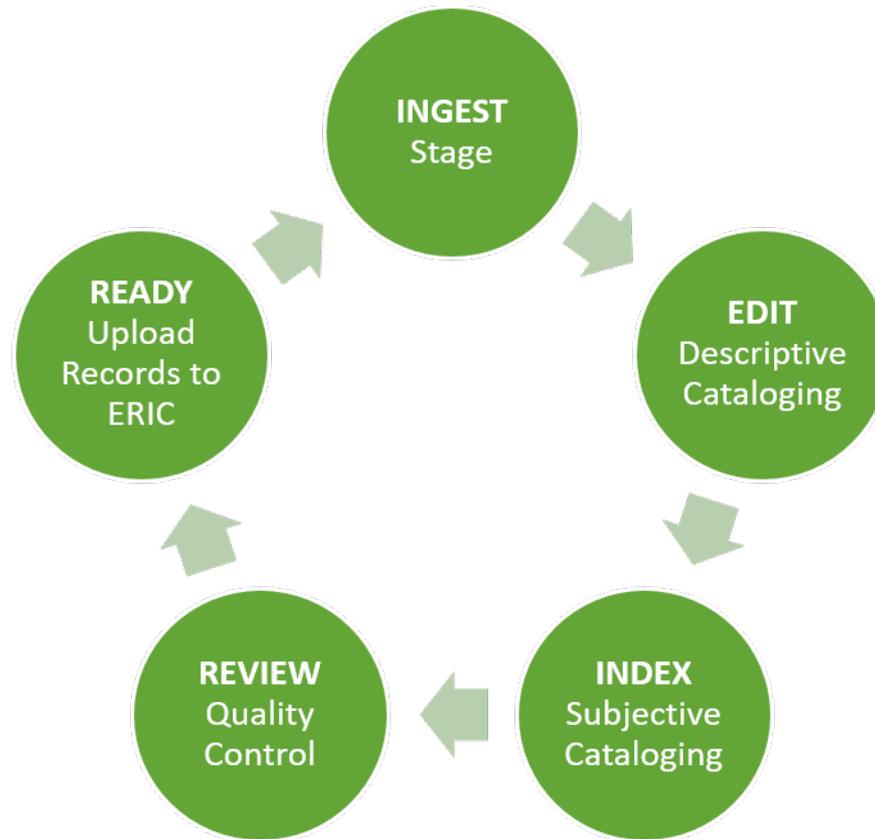- Must be opened

**Folder 1** — Holds all articles
- Must be opened

**Folders** — One per article
- Each must be opened to get PDF or XML file

# Processing Steps in ELVIS



INGEST
Stage

EDIT
Descriptive
Cataloging

INDEX
Subjective
Cataloging

REVIEW
Quality
Control

READY
Upload
Records to
ERIC

# Final Result-Behind the Scenes

## ELVIS



## ERIC

# Related Multimedia

https://eric.ed.gov/?multimedia

- How Research Becomes an ERIC Record
- How ERIC Selects New Sources
- How to Write an ERIC Abstract
- The ERIC Thesaurus – A Key to Finding Resources in ERIC

# Questions

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