What is the Collection of Research Outputs and the Research Outputs Repository?

The Collection of Research Outputs (CRO) is UniSA’s new online submission system. Research outputs is the all inclusive term used for publications, including journal articles, books and book chapters, conference papers, reports, patents, creative works, and Higher Degree and Masters by Research theses.

The Library is responsible for storing these outputs in the Research Outputs Repository, (ROR) UniSA’s institutional repository.

How to submit your research outputs?

- Each week the Library looks for “University of South Australia” outputs in Scopus, Web of Science, and Trove (National Library of Australia). An email will be sent to UniSA authors for the output to be accepted or rejected
- From the staff portal, login to myUniSA, then go to my Workbox
- Alternatively, staff and students can login using the Deposit option in the Research Outputs Repository.

Research outputs can be submitted one of three ways:

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<th>Option 1 – Email sent to your inbox</th>
<th>Option 2 – DOI</th>
<th>Option 3 – manual submission</th>
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<td>Via email - use the link supplied to login. If the output is your work, click Accept at the top right of screen.</td>
<td>At the Submit a research output, enter the DOI (Digital Object Identifier)</td>
<td>At the Submit a research output, select the appropriate output type from the drop-down menu. Use for reports, patents, and creative works, and other outputs as required</td>
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Review the information that has been supplied, or enter the required fields.
Postprints – what are they, what do they look like, why are they needed?

A postprint is the final manuscript version of the work. It includes any corrections made as a result of peer review but no copy editing or formatting contributed by the publisher. It may also be referred to as the Author Accepted Manuscript or the Accepted Article. Examples of what postprints look like are available in the Open Access Research Guide.

Postprints should be submitted to the Library within 30 days of acceptance, in accordance with the UniSA Open Access Policy. In many cases, the postprint can be made publicly available, once any embargo conditions set by the publisher have expired. Library staff always verify if and when the postprint can be released, and will automatically add the published version when available.

Research funding & dataset information

These fields are both mandatory. If the output has been funded, and the information is available, complete the funding body and grant number/type information.

If the output has an accompanying dataset, for example an excel file, sometimes named as supporting or supplementary information by some publishers, complete this section.

Both research funding and dataset information is displayed in ROR.

Then complete the ERA requirements. Review the information, then Submit.

Benefits of CRO

- Only one UniSA researcher needs to accept the output on behalf of all other UniSA co-authors. The co-authors are notified when the work has been successfully submitted.
- Processing time between submission via CRO, and availability in ROR is within three working days.

Reports

Reports on Bl Hub show outputs lodged to ROR around four days after submission. Reports can be accessed off the Bl Hub Research topic or the Bl Reporting Research Administration folder. There are three reports – the Harvard Referencing Format report is perfect for annual or school reports, the two detailed reports provide more information in Excel or PDF format.

Prompt screens provide the option to search by Division, School or to customise the report to search for outputs for one staff member or many.

Contact the Repository Services Team for further information or assistance
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www.library.unisa.edu.au