



Appendix 2: Harper Adam University College OER released

MATERIALS

Title/subject	Type of resource	Quantity	File formats	Status	Any issues to highlight?
Animal Health and Welfare http://rlo.harper-adams.ac.uk/video.aspx	Short video materials	10 short videos	Video	Completed July 2011 Publication deadline Sept 2011	1) Easy route required for generating suitable titles & credits, addressing attribution and licensing correctly 2) Institution re-branding after the original video production has necessitated a rework before public release.
Academic Development http://rlo.harper-adams.ac.uk/video.aspx	Short video materials	2 short videos	Video	Completed June 2011 Publication deadline Sept 2011	
Crop Production http://rlo.harper-adams.ac.uk/flash.aspx	Short animations	2 interactive tools	Flash	Completed March 2011 Publication deadline Sept 2011	Pragmatics of releasing both source code and compiled animation
<ul style="list-style-type: none"> • Animal Production • Skeletons • Weeds http://rlo.harper-adams.ac.uk/images.aspx	Sets of images	3 image collections Totaling over 1500 images	JPEG	Completed March 2011 Publication deadline Sept 2011	Practical issue: swamping of non-OER content in OpenFields
<ul style="list-style-type: none"> • Large Animal Production • Binocular Microscope • Weed Identification http://rlo.harper-adams.ac.uk/xerte.aspx	Interactive tools based on Xerte	3 interactive tools	Zipped XML with various rich media inclusions	Completed March 2011 Publication deadline Sept 2011	Concerns over onward uptake/support for Xerte 2.0
<ul style="list-style-type: none"> • Adaptive Biology 	Questionbanks	200 MCQs	Zipped XML with various rich media inclusions	Completed June 2011 Publication deadline Sept 2011	Concerns over QML and QTI 2.1 maintenance of rights info.
<ul style="list-style-type: none"> • Introduction to Xerte – 1: Creation 	Guidelines on	5 short (5	Video	Completed	Institution re-branding after the original

<ul style="list-style-type: none"> • Introduction to Xerte – 2: Publishing • Grademark Tutorial 1 : Introduction • Grademark Tutorial 2 : Using Rubrics • Using Microsoft Office Outline • Using Moodle Reports <p>http://rlo.harper-adams.ac.uk/video.aspx</p>	using eLearning tools	minute) videos		July 2011 Publication deadline Sept 2011	video production has necessitated a rework before public release.
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TECHNICAL & WORKFLOW

What are your agreed metadata tags?

- Title
- Description
- Creator (Name of the author/creator(s))
- Year (yyyy)
- Language
- Subject
- Tags (including Programme tag “ukoer”)
- URL (A persistent URL, of the form <http://ofi.openfields.org.uk/<uniqueID>>)
- File format (Portable Document Format file i.e. pdf ; Compressed raster image file e.g. jpg; gif; png ; Word-processed document e.g. doc ; Presentation document e.g. ppt; pps ; Spreadsheet file e.g. xls ; Database application e.g. mdb ; Markup file e.g. htm; html; xhtml; xml ; Raw text file e.g. txt ; Downloadable compressed audio file e.g. mid; mp3; mp4; avi ; Streaming audio source link ; Downloadable compressed video file e.g. flv; swf; avi; mov; mp4; mpg; wmv; 3gp; rm ; Streaming video source link)
- Filename
- Filesize
- Structure (A single indivisible item ; A set of items with no specific interlinks ; A set of items that are ordered in linear sequence ; A set of items interlinked in a tree (hierarchy) ; A set of items interlinked together in a complex network)
- Medium Of Interaction (A document to read ; An image to view ; A video to watch ; Audio to listen to ; An interactive medium)
- Type of Material (Case study ; Drill and practice ; Exam/questionnaire ; Exercise ; Experiment ; Glossary ; Guide ; Information resource ; Lecture; Open activity ; Problem statement ; Questionnaire ; Self- assessment ; Simulation ; Tool)
- Intended User (Learner ; Teacher ; Manager ; Author)
- Copyright Holder
- Usage Licensing (Attribution-Noncommercial-Share Alike ; Attribution-Noncommercial-No Derivative Works ; Attribution-No Derivative Works ; Attribution-Noncommercial ; Attribution-Share Alike ; Attribution ; Public domain (no restriction))

What is your workflow for OER production and release?

1) Complex materials (such as video, animation, Xerte packages ; technical notes):

	Phase	Actions	Roles
	Commissioning	Where possible, identify the intention for OER release at the time of commissioning – in which case licences and attributions can be checked, confirmed and recorded at the time of collation.	Author
	Drafting	Drafting of storyboard ; identification of inclusions of specific digital materials.	Author/creator
	Collation/ wire-frame	For each element, set up of a clearance record (source? copyright? permission? conditions?)	Creator
	First build/filming		
	Editing	Production of first draft	Author/creator
Iteration, as required	Review	Review for (1) content and (2) confirmation of component rights/permissions	Author
	Rework/re-edit	Amendments to content, adding/amending clearance records as appropriate	Author/creator
	Production review	Review of (1) content and (2) confirmation of component rights/permissions	
	Compliance review	Review for content suitability, branding compliance, rights clearance diligence	Communications Dept representative
	Completion	Archive final draft & components ; filing of set of compliance records.	
	Release	Upload/Activate/Publish ; catalogue ; notify author of release	Digital asset librarian
	Deposit	Co-deposit/republish to repositories/website(s)	

2) Non-complex materials (images and collections of images)

	Phase	Actions	Roles
	Creation	Create/photo image	Creator
	Collection	Assemble image collection	Creator
Iteration, as required	Review	Review for (1) content and (2) confirmation of rights/permissions	Creator
	Rework/re-edit	Amendments to content, clearance record(s) as appropriate	Creator
	Compliance review	Review for content suitability, branding compliance, rights clearance diligence	Communications Dept representative
	Completion	Archive final version ; filing of compliance record(s)	Digital asset librarian
	Release	Upload/Activate/Publish ; catalogue ; notify author of release	
	Deposit	Co-deposit/republish to repositories/website(s)	

Where will the materials be deposited online?

- www.openfields.org.uk (sectorally targeted Open Access repository, all material publicly accessible. Proprietary platform based on Presto, <http://www.inmagic.com/presto-technology>)
- www.assetbank.harper-adams.ac.uk (institutional digital asset bank : some assets available for open public access. Proprietary platform based on Assetbank, <http://www.assetbank.co.uk/>)
- www.rlo.harper-adams.ac.uk (institutional showcase : thumbnails/descriptions all publicly accessible ; hyperlinks to both internal and publically accessible materials ; Opensource platform based on Umbraco, <http://umbraco.codeplex.com/>)
- www.open.jorum.ac.uk

Are there any issues/problems to be overcome with the chosen repository or your deposit process?

- 1) Filesize:** In OpenFields, there is currently a filesize cap of 10Mb, which precludes uploads of many audio and video source files; currently we provide a hyperlink to streaming versions of these. We plan to provide a download option once a suitable public-facing long-term media-storage platform is in place. This will be achieved in Q4 2011 when our current institutional deployment of Assetbank is redeployed to enable public access to some of its collections.
- 2) Presentation format of public-access collections:**
 - a. In OpenFields, the initial ingest of 1,500 images resulted in a ‘swamping’ of the pre-existing OpenFields content, which thus had a detrimental effect on the ‘findability’ of text-based materials. Public exposure of Ripple-generated materials in OpenFields has temporarily been suppressed

until the migration of OpenFields to Presto v3.6 which we understand will allow improved rendering and ordering of search returns. This is scheduled for Q4 2011. In the meanwhile, these assets are now being transferred to the Harper Adams 'assetbank'.

- b. In Assetbank, direct exposure of public-facing content requires a re-implementation of the current platform, which on initial adoption by Harper Adams was only internally accessible. The re-implementation is scheduled for October 2011. In the current implementation, images are also only available either by download or with a watermark. For ease of adoption and direct integration in the VLE .

3) Attribution: The requirement for correct attribution can be a pragmatic hurdle to users seeking casual quick and easy re-use of images in documents and presentations. The ability to directly incorporate this information in a supplied image (avoiding the need to separately identify from metadata, generate and format it as a written caption) was identified and a proof-of-concept utility developed at the 2011 DEV8D. See: http://wiki.2011.dev8d.org/w/Creative_commons_images . We plan to incorporate this functionality into subsequent implementations of OpenFields and Assetbank in early 2012.

How can the resources be packaged and deposited in JorumOpen?

Initially items will be deposited manually. Preliminary discussions have commenced with the JorumOpen team for batch ingest, pending the development of a SWORD interface to OpenFields, which would then support co-deposit. This development has been placed temporarily on hold as a consequence of unexpected discontinuation of institutional HEIF funding (June 2011).

How will the resources be accessed (internally and externally)?

Trial materials are deployed within the Moodle VLE (embedded or hyperlinked); Released OER materials will be ingested into the OpenFields repository. OpenFields generates unique persistent digital asset identifiers for each item in the form of a persistent URL, using the syntax <http://ofi.openfields.org.uk/<uniqueID>>. An expanded variant of this allows specific file type instances of the target to be referred to (e.g. to the video file, or to its associated transcript file). This allows each digital asset to be referred to directly with a unique short persistent URL.

Materials are also being showcased through a Reuseable Learning Objects catalog, at <http://rlo.harper-adams.ac.uk>.

Some of the materials will be directly accessible through a forthcoming (Q1 2012) re-implementation of the Harper Adams Virtual Farm <http://virtualfarm.harper-adams.ac.uk/>

How will you track and collect evidence of the use and reuse of your OER resources?

Where items are referred to using the Digital Object Identifier in the form of a persistent URL, HTTP requests to these URLs are logged at the server, and the logfiles examined periodically. These log files indicate the date and time of access, and also the referral source. Unfortunately, this usage information is only available for in-situ materials, and cannot readily be applied to materials that have been downloaded for third-party use. It may prove possible to gain

further usage insight with the more complex materials (e.g. Xerte), if an element of the package is discreetly provided by a known transparent inline image held (and thus logged) on the webserver.

LICENSING/COPYRIGHT

Which licence have you chosen?

Wherever reasonably practicable, the materials will be released on a Creative Commons Attribution-Share Alike basis, i.e. CC-BY-SA

The OpenFields Repository also supports “Particular Terms” other than Creative Commons, in order not to preclude offering open-access to legacy materials with pre-existing more restrictive license terms. These exceptional materials would not then be propagated to OpenJorum, nor tagged as “ukoer”. Such materials will not arise directly as an output of this project.

Do you have a copyright clearance process in place?

Whilst the current volume of materials for OER release is low, and the process is still “work in progress”, we have adopted a manual, forms-based mechanism for recording the progress and outcome of the OER item lifecycle. This has coincided with some recent role-changes and corporate re-branding exercise, both of which have to some degree facilitated the evolution of the workflow and responsibilities outlined above.

We initially investigated the possible utility of the OERca platform (see <http://sourceforge.net/projects/oerca/>) for managing and recording digital rights compliance, but had reservations about immediate adoption. Our current mechanism and workflow is based largely on the principles and practices evident in the methodology behind the OERca tool.

Do you have specific queries/issues related to IPR/copyright?

We note that copying for examinations is apparently an exception to copyright. The Copyright Designs and Patents Act 1988 states that copyright is not infringed by anything done for the purposes of an examination, provided that the questions are accompanied by a sufficient acknowledgement. (The only exception to this permission relates to copying printed music for performance by a candidate.) We are concerned that if assessment materials (such as questionbanks) are to be released, then rather than adopt an onerous retrospective audit and potential rework, we should as a matter of policy actively discourage this sort of inclusion, in favour of materials which are rights-cleared for non-exam purposes.