Navigating and Searching UNM's Digital Repository

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UNM UNIVERSITY LIBRARIES   Questions? Contact disc@unm.edu

Video Transcript

Hello! This video is an overview of navigating and searching UNM's Digital Repository.

This is the home page of the repository. The web address is digitalrepository.unm.edu. The repository uses the software platform Digital Commons, which is a product of the Berkeley Electronic Press, also known as bepress. Well over 500 institutions worldwide use Digital Commons. Being part of this network increases the visibility of UNM's scholarship and makes finding research materials easier. I'll demonstrate some of the ways to find repository content in this video.

In the center section of the home page are links to broad collections of content. These links are one way of navigating to the content you're interested in. For example, if you're looking for materials from the School of Law, you can click that link. Or, you can explore materials from UNM's many research centers and museums via this link.

Another navigation option is the Collections link in the right sidebar. Although this list of specific collections is long, it can help you locate desired content more quickly. The "Collapse All" button allows you to limit the list length; you can then expand a section to inspect it more closely.

If you are looking for the work of a specific author, you can use the Author Index. Again, this is a long list, but you can use the letter index at the top of the page to jump to a section.

You can also use your browser's Find function: Press Ctrl-F on Windows and type in the name you're looking for, last name first. If the last name is common, type a comma after it, and then start typing the first name. This should help you jump right to the specified author.

The repository also includes a very good search function. Enter your keywords in the text box, and choose the scope for your search from the dropdown. Depending which section of the repository you are viewing, you may be able to select to search within the current collection, within UNM's repository, or across all Digital Commons repositories.

Click the advanced search option for more control of your search, like searching specific fields or a date range. Again, you can choose to search only UNM's repository or all Digital Commons repositories, and this feature also allows you to export your search results as a list of links or a text file.

When you've navigated to a specific repository entry, be aware of some of the features available there. If there is a file attachment, you can download it by clicking the download button.

Some files may not be accessible until a certain date, or may be available only to authorized users. Some entries contain more than one file; extra files will be listed either near the top or the bottom of the page.

Some entries contain streaming media within the page, and others have a viewer that displays the PDF attachment without having to download it.

If an entry has been downloaded more than 10 times, you can see a download count within the page. By hovering over the PlumX metrics icon, you can see impact data for the entry, such as citations and social media mentions. You can click on the Share buttons to share the item on social media, or click the Follow button to be notified of changes or additions to items or collections.

If you are interested in the topic of the item, you can click on the discipline commons link to explore other items on the same topic, across all the institutions using Digital Commons for their repositories.

Digital Commons repositories are indexed by Google and Google Scholar. As you can see from this chart, referrals to all repositories from Google continue to climb, reaching well over 90 million in 2018. Google Scholar referrals are rising as well. Many users go directly to repository items from a Google search, without ever navigating the repository at all!

I hope you can now see how these repository features help not only researchers, but authors wanting to increase the discoverability and impact of their work.