

Deposition workflow

Submitted Item

After you submit an item for publication, the item is not readily publicly available and waits for an institutional reviewer to approve it.

Edited Item

The institutional reviewer verifies whether the submission meets the requirements in respect to metadata quality and completeness, if any sensitive or personal data is present or if code and software has undergone review by DTU Legal and Tech Trans.

Peer-reviewed journal articles, conference contributions, theses and post-prints should not be uploaded to DTU Data. Those documents are uploaded to DTU's research database for publications, DTU Orbit.

The institutional reviewer will contact the data depositor describing the needed changes and meanwhile keep the item in review. This step is repeated until the reviewer approves the item. Then the approved item becomes a published item.

Published item

A published item obtains a persistent identifier (PID), which should be used for referencing and citing e.g., <https://doi.org/10.11583/DTU.12387305.v7>. The DTU Data repository will ensure that the PID always resolves into a working landing page describing your resource (even if the current server infrastructure changes or is moved). We use DataCite for registering the Digital Object Identifier (DOI), the PID used in DTU Data.

Published items are available through DTU Data's public interface, including the search interface. They are also displayed at the [Figshare platform](#). Metadata of all items are submitted to search engines and are available through OAI-PMH protocol.

Deleting or modifying a published item

Anybody can request deletion of published items; however, these will be evaluated on case-by-case basis. Furthermore, we reserve the right to keep the metadata of published submissions available in case there is no specific reason for deleting the metadata. The reason for this, is that it is against the concept of **persistent** identifiers, such as DOIs. All PIDs are available through OAI-PMH interface even if only to inform that the item has been deleted.



You can modify items and collections from the “My Data” page. Modifying certain metadata, such as title, files and linked content will create a new version of the DOI. All modifications will go through review again.

Manual for DTU Data

Please, refer to the [user manual](#) or [FAQ](#) for technical questions.

DTU Data Terms of Use

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Contact DTU Data

E-mail: datamanagement@dtu.dk

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