



**DIAMAS**

Developing Institutional Open Access  
Publishing Models to Advance  
Scholarly Communication

# Glossary of terms

## **Academic books**

A long-form scholarly publication, including monographs, book chapters, edited collections, critical editions, and other long-form scholarly works. Often the result of in-depth academic research making an original contribution to a field of study.

## **Academic/Scholarly Journals**

A serial or periodical publication, with an ISSN in which scholarship relating to either particular academic disciplines or multidisciplinary research is published.

## **Academic/Scholarly journal articles**

Includes Original Research Articles, Brief Reports or Letters, Review/Overview Articles, Book reviews, Registered report, Systematic review, Case Studies, Editorial, Opinion piece, Data papers, Preprint

## **Accessibility policy**

Formal rules your organisation puts in place to achieve its accessibility requirements: The Web Content Accessibility Guidelines (WCAG) are part of a series of web accessibility guidelines published by the Web Accessibility Initiative (WAI) of the World Wide Web Consortium (W3C), the main international standards organisation for the Internet.

Reference/derivation: [https://en.wikipedia.org/wiki/Web\\_Content\\_Accessibility\\_Guidelines](https://en.wikipedia.org/wiki/Web_Content_Accessibility_Guidelines)

## **Conference output**

This category includes all conference output, with the exception of conference proceedings published with ISSNs (see Academic/Scholarly journal articles above).

## **Contributor roles**

Based on CRediT (Contributor Roles Taxonomy), a high-level taxonomy, including 14 roles, that can be used to represent the roles typically played by contributors to research outputs. The roles describe each contributor's specific contribution to the scholarly output.

Reference/derivation: <https://credit.niso.org/>

## **Data privacy policy**

Statement explaining to users how an organisation collects and processes their data. It is about authorised access - who has it and who defines it. It should be available to the public to comply with privacy regulations.

*The important distinction about data privacy and data protection is who controls which part. Data privacy controls are mostly given to users. Users can usually control which data is shared with whom. Data protection is mostly an organisation's responsibility. In a nutshell data protection is essentially a technical issue, whereas data privacy is a legal one.*

## **Data protection policy**

Security statement aims at protecting and securing all data collected, managed, and stored by an organisation. It addresses the mechanisms such as the tools and procedures to be used upon the enforcement of such regulations or policies. This includes the prevention of unauthorised access of data or its misuse. It is not required by law, but is commonly used to support organisations that comply with data protection standards and regulations.

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### **Equity, Diversity, Inclusion and Belonging (EDIB)**

EDIB or Diversity, Equity, and Inclusion (DEI) is a conceptual framework that claims to promote the fair treatment and full participation of all people, especially in the workplace, including populations who have historically been under-represented or subject to discrimination because of their background, identity, disability, etc.

Reference/derivation: [https://en.wikipedia.org/wiki/Diversity,\\_equity,\\_and\\_inclusion](https://en.wikipedia.org/wiki/Diversity,_equity,_and_inclusion)

### **General Data Protection Regulation (GDPR)**

The Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC is part of the data protection package adopted in May 2016 aiming at making Europe fit for the digital age. This Regulation lays down rules relating to the protection of natural persons with regard to the processing of personal data and rules relating to the free movement of personal data.

Reference/derivation: <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32016R0679>

### **Grey literature**

Defined as "[t]hat which is produced on all levels of government, academics, business and industry in print and electronic formats, but which is not controlled by commercial publishers" by the [Fourth International Conference on Grey Literature](#) (Grey Literature Database. 1999. 'What Is Grey Literature?'). We use it here to define outputs produced outside of traditional publishing and distribution channels described above.

### **In-kind**

Paid and/or unpaid labour required for the necessary administrative, financial, technical operations or to carry out the editorial and output production process (e.g. selection of manuscripts, editing, proofreading, metadata), excluding peer-review

### **Institution**

A not-for-profit academic or scholarly organisation. These include but are not limited to research performing organisations (RPOs), Research funding organisations (RFOs), organisations connected to RPOs (university libraries, university presses, faculties, and departments), research institutes, scholarly societies.

Reference/derivation: DIAMAS proposal document

### **Institutional publishing**

Academic publishing by an institution, unit, or team that is part of an institution. An 'institution' is defined in the DIAMAS context as an academic organisation or unit whose main mission and scope is to perform, fund, or promote the practice of research and scholarship. Examples of (academic) institutions are research performing organisations, research funding organisations, learned/scholarly societies, (national) academic and not-for-profit foundations, including academic communities and (groups of) editors owning journals. This list is not exhaustive. Special attention will be paid to publishing initiatives that do not charge fees for publication to either authors or readers.

Reference/derivation: DIAMAS definition

### **Institutional Publishers (IPs)**

An IP has (at least) ownership of publishing titles/assets, decides on governance of these titles/ assets, or has editorial responsibility for their publishing titles. In other words, IPs have legal, ethical, or scientific responsibility for academic publishing, irrespective of whether they also have editorial control over what is published.

### **Institutional publishing service provider (IPSP)**

An entity that provides or coordinates a set of services for institutional academic publishing to the academic community. Two complementary types of IPSP can be distinguished: Institutional Publishers (IPs) and Service Providers (SPs). Both types can be integrated in a single IPSP.

### **Learned society (learned academy, scholarly society, or academic association)**

An organisation that exists to promote an academic discipline, profession, or a group of related disciplines.

### **Library discovery services**

An online library searching tool that provides an all-in-one interface for finding both local library items and online subscription and open access resources.

Reference/derivation: <https://libtechlaunchpad.com/2017/03/08/discovery-services-basics-and-resources/>

### **Non-academic outputs**

Includes research outputs intended to reach a broader audience beyond academia, such as project information/communication, articles in a newspaper or magazine, interviews and press releases.

### **Other research outputs and output formats**

Includes textual and non-textual research outputs such as Creative writing, Artwork, Sound and video recordings, Exhibition catalogues, Musical score or notation, Datasets, Software, Digital Scholarship, Intellectual Property, Patents/Trademarks Digital or Visual Products, Artefact, Exhibition, Performance, Composition, Design, Devices and Products, and Portfolio works

### **Open access (OA)**

A set of principles and a range of practices through which research outputs are distributed online, free of access charges or other barriers and free to (re)use.

### **Open Science**

Open science is defined as an inclusive construct that combines various movements and practices aiming to make multilingual scientific knowledge openly available, accessible and reusable for everyone, to increase scientific collaborations and sharing of information for the benefits of science and society, and to open the processes of scientific knowledge creation, evaluation and communication to societal actors beyond the traditional scientific community. It comprises all scientific disciplines and aspects of scholarly practices, including basic and applied sciences, natural and social sciences and the humanities, and it builds on the following key pillars: open scientific knowledge, open science infrastructures, science communication, open engagement of societal actors and open dialogue with other knowledge systems.

Reference/derivation: [Unesco Recommendation on Open Science](#)

**Persistent Identifiers (PIDs)**

A persistent identifier (PI or PID) is a long-lasting reference to a document, file, web page, or other object.

Reference/derivation: [https://en.wikipedia.org/wiki/Persistent\\_identifier](https://en.wikipedia.org/wiki/Persistent_identifier)

**Research Financing / Funding Organisation (RFO)**

Public and private organisations that provide funding for scientific and scholarly projects, typically via research schemes.

Reference/derivation: DIAMAS proposal document

**Research Performing Organisation (RPO)**

Public and private organisations that carry out scientific and scholarly research, typically in universities and research institutes.

Reference/derivation: DIAMAS proposal document

**Scholarly search engines**

Software systems designed to carry out web searches useful in an academic setting for finding and accessing articles in academic journals, institutional repositories, archives, or other collections of scientific outputs

Reference/derivation:

[https://en.wikipedia.org/wiki/List\\_of\\_academic\\_databases\\_and\\_search\\_engines](https://en.wikipedia.org/wiki/List_of_academic_databases_and_search_engines)

**Service provider (SP)**

SPs are commercial or noncommercial entities inside or outside the institution that provide specific services to IPs. SPs have limited responsibility for specific activities in the publishing process. Such activities include, but are not limited to: (a) editorial activities (selection of manuscripts, peer-review, etc.); (b) operational activities (production activities like copy editing, proofreading, type-setting, creating metadata, IT activities, communication activities (marketing/dissemination, social media, etc), as well as administrative and financial activities (contracts, accounting, documentation, etc.).