Creating Digital Object Identifiers (DOIs) for University of Kent Resources and Works

Overview

1. The purpose of Digital Object Identifiers (DOIs) is to accurately identify, link to and discriminate between online works. DOIs are unique to the work they identify and permanently link to it so they must link to the authoritative and authentic web presence for the work hosted on a sustainable platform. This requires adherence to management protocols and standards.
2. DOIs are created by registering with a registration agency affiliated to the DOI Foundation (IDF) that is the registration authority for ISO26324.
3. DOIs are created primarily using an API and installed in systems that host stable landing pages for digital works, and for digital records of analogue works.
4. Any system used must be able to support the API and provide the metadata required to create a DOI record. The API and metadata standards are provided by DOI Registration Agencies.

DOIs for Kent

1. The University of Kent assigns DOIs to works where the authoritative and authentic web presence is within the Kent domain and comply with University of Kent Policies. Once a DOI is created the work will have the status of 'published'.

2. The University of Kent does not create DOIs for works published by external entities or where a partner institution has already created a DOI for the work.

4. DOIs are created by University of Kent repositories and open journal platform but could be created by any system that meets the minimum requirements.

5. The systems need to demonstrate, at least:
   - metadata frameworks that allows compliance with DOI minima;
   - sustainability allowing the URL to be persistent;
   - accessibility and licences compliant with University OA and other policies;
   - technical abilities that can support the API
   - protocols that support up-to-date DOI metadata and stable URLs.

5. Where a work is hosted outside of one of these systems (on a Kent web page or external site or service like Vimeo, YouTube etc) a record is created in one of them and the DOI created for that record which then links to the works other URL.

6. DOIs are created manually using forms on the registration websites, but only occurs when there is a technical problem or a temporary circumstance.

7. If a work needs to be removed from access a tombstone page will be created which describes the item, reassures the user that they have landed at the correct place for the resource and explains the reasons for its removal.

Document review date

This policy will be reviewed annually by the Information Services Research Support Team.

Policy approved: July 2020

Policy reviewed: July 2021