FAQ

What kind of content can I add to Digital Repository?

A variety of content - so long as it is digital. Examples of content that you can deposit include:

- articles
- book chapters
- conference presentations
- data sets
- dissertations
- working papers
- preprints

Who can add their work?

Anyone affiliated with the KAZGUU community, and who can login using a kazguu.kz, may deposit work in KAZGUU University Digital Repository. Alumni and affiliated users should contact us for help.

Who can read deposited work?

Anyone with internet access will be able to read works deposited in University KAZGUU Digital Repository

How do I begin to add my work?

Please contact us and we will set you up so that we can add your work to the repository.

Notes on adding your work
Abstract - including an abstract will enhance the discovery of your work.
Subject - please include at least one subject heading.
Your deposit will be held for 1 business day for evaluation of metadata and copyright and to ensure the content displays properly. You will be notified by email as soon as it is publicly available.

What about copyright?

There are a number of University KAZGUU resources available for determining copyright. If your work has been previously published you may have transferred your copyright to your publisher, and be unable to make your work available in University KAZGUU Digital Repository. Check your publisher's website for publisher copyright and permission policies. If you are unsure, please contact us.
Depositing your work in the University KAZGUU Digital Repository does not require you to transfer

copyright to the university.

Where can I find your policies?

Institutional Repository Policies

I have more questions. Can you help?

Definitely. Send us an email – library@kazguu.kz and we'll get back to you right away!