

Guide for the Online Publication of the Doctoral Thesis

Kyushu Institute of Technology Library

2015

FAQs for Publishing the Doctoral Thesis to the Institutional Repository

Q1. Does everyone have to publish the thesis to the KIT Institutional Repository?

A. Under the Degree Regulations of Japan, holders of a Doctorate conferred in or after the academic year 2013 are required to publicize the full text of their doctorate thesis, in principle, over the Internet within a year from the day the degree was conferred. But if there are unavoidable circumstances, it is allowed to publish an abridged version of thesis.

Q2. What kind of cases are the “Unavoidable Circumstances”?

A. If the circumstances fall under the following four cases.

1) The dissertation contains three-dimensional shapes or other contents incapable of being publicized through the Internet.

2) The dissertation contains other copyrighted work created by another individual who has not yet given the consent for the publication of the dissertation on the internet or the dissertation contains information that should not be made public for the purpose of protecting the personal information of an examinee or observation subject.

3) The whole or part of the dissertation has already been published in a scholarly journal etc. and its publication through the internet is not authorized under an agreement with the publisher or the dissertation must be kept undisclosed for a certain period for the purpose of filing a patent application.

4) The dissertation contains the content to assume the duty of confidentiality in collaborative and contract research with companies. (Except the case that has the consent of the companies.)

It should be noted, if the “unavoidable circumstances” are no longer applicable/no longer valid, you will need to publish the full text of the doctoral thesis in the KIT institutional repository.

Q3. How about the case that the dissertation is scheduled to be published in the form of a book or as part of a journal?

A. Some publishers do not accept your submission, if the paper has already been publicized in the institutional repository. Please check the publishing agreement before posting the dissertation. If the publishers or the academic societies prohibit the publishing of the thesis to the institutional repository, you will be allowed to publish an abridged version considering

the cases as "unavoidable circumstances". There are copyright policies of each publisher/academics society in the following sites.

- 1) SCPJ(Society Copyright Policies in Japan) <http://scpj.tulips.tsukuba.ac.jp/>
- 2) SHERPA/RoMEO(outside Japan) <http://www.sherpa.ac.uk/romeo/>

Q4. What is the abridged version, to be published in place of the full text when there are "unavoidable circumstances"?

A. The contents of the thesis are summarized briefly containing condensed and contracted by using fewer words, yet retaining the overall sense of the thesis. It is different from the abstract.

Q5. Will the copyrights be transferred to the university when publishing in the KIT institutional repository?

A. Copyright remains with the copyright holder (author or publisher). It will not be transferred to the university. The copyright holder's consent on the following two matters is required.

- 1) Reproducing an electronic version of the author's thesis on the institution's server.(Right of reproduction)
- 2) Permitting the reproduced thesis accessible online.(Right of public transmission)

Q6. What happens if I use materials (text, charts, photographs etc.) copyrighted by third person in my work?

A. There are two ways to use materials: as quotations and reproductions. If a quotation is properly made, it is not necessary to obtain authorization of the copyright holder. On the other hand, a reproduction always requires authorization from copyright holder. (However, in some fields, even if you are only taking a quotation it is recommended to obtain the copyright holder's confirmation before publishing web-based publications.)

A proper quotation must fulfill the following requirements (The copyright act of Japan Article 32, 48)

- 1) The document or information to be quoted has already been made public.
- 2) The quotation conforms to fair practice.
 - *The quoted part is obviously subordinate to the relevant parts created by the author in his work.
 - *The quoted part is made clearly identifiable with quotation marks or by other appropriate means.

3) The scope of the quotation is limited to the extent, reasonable for the purpose of news reporting, critique, research, etc.

*The quotation is inevitable in the relevant context.

4) The source is clearly indicated.

If you wish to use a work authored by another person in a situation, where the requirements for the quotation are not fulfilled, you must obtain authorization of the copyright holder and if you are willing to publish the dissertation in the institutional repository, it is also necessary to confirm their intention concerning web-based publication.

Q7. Can I replace or remove the file that was published in the Kyushu Institute of Technology institutional repository?

A. Yes, it can be replaced. In addition, you can request to remove the file on the basis of Article 7 (1) of the "Kyushu Institute of Technology institutional repository operation Guidelines" if there is a legitimate reason.

項目	保留事由	様式B報告書の提出時期
<input type="checkbox"/> 特許・実用 新案出願	<input type="checkbox"/> 特許出願予定又は審査中（出願公開前） 【出願（予定）：平成 年 月】	出願公開日
	<input type="checkbox"/> 実用新案出願予定又は審査中 【出願（予定）：平成 年 月】	登録日
<input type="checkbox"/> 共同研究・ 受託研究関係	<input type="checkbox"/> 博士論文が、企業等との共同・受託研究において、守秘義務を負う内容が含まれるため 【平成 年 月予定】まで公表することができない。	公表が可能となった日
<input type="checkbox"/> その他の 事由	（具体的な事由を記載してください）	事由の消滅日

【その他の事由記入例】

- ・博士論文が立体形状による表現等を含み、インターネット公表ができない。

(様式B)

博士論文のインターネット公表（九州工業大学機関リポジトリ掲載）の保留事由に係る報告書

平成 年 月 日

殿

学位の区分	課程・論文	学位の種類	博士（ ）
学位授与日	平成 年 月 日	学位記番号	
ふりがな 氏名			
論文題名			
現在の 連絡先	住所：〒 Tel： Email：		

私が執筆した博士論文（全文）について、インターネット公表の保留事由については、以下のとおりとなりましたので報告します。

（以下の口にチェックしてください。また必要箇所には記入してください。）

□【図書出版、学術誌等掲載】

項目	報告内容	出版社等の著作権ポリシーの確認結果
□ 図書出版	<input type="checkbox"/> 出版しなかった。	(全文の公表となります)
	<input type="checkbox"/> 出版済み (※出版状況は下記のとおり)	<input type="checkbox"/> 公表が可であることを確認。
□ 学術誌等への 掲載	<input type="checkbox"/> 投稿しなかった。 <input type="checkbox"/> 掲載されなかつた。	(全文の公表となります)
	<input type="checkbox"/> 掲載済み (※掲載状況は下記のとおり)	<input type="checkbox"/> 公表が可であることを確認。

□【特許・実用新案出願】

項目	報告内容	公表方法について
特許・実用新案 出願	<input type="checkbox"/> 特許を出願しなかった。 <input type="checkbox"/> 出願公開済み【平成 年 月】	(全文の公表となります)
	<input type="checkbox"/> 実用新案を出願しなかった。 <input type="checkbox"/> 審査結果確定済み【平成 年 月】	

□【その他の事由の消滅】

項目	報告内容	公表方法について
その他の事由の消滅理由	(具体的な事由を記載してください)	(全文の公表となります)

Academic Repository Consent Form (Doctoral Thesis)

Day Month Year
_____, _____, 20__

To: The Director of Kyushu Institute of Technology Library

Author (signature) _____

Academic Supervisor (signature) _____

I hereby request to have my thesis (or thesis abstract) deposited in the Kyushu Institute of Technology Academic Repository in accordance with the provisions stipulated in Article 20 of this university's Regulations on Academic Degrees and grant permission to make said thesis (or thesis abstract) electronically available to the public under the terms of Kyushu Institute of Technology Academic Repository Publication Utilization Consent Conditions (Thesis).

Details

Title	(Japanese)		
	(English)		
Key words (Approximately 5~6).			
Author Information:			
<u>Name</u> _____			
<u>Faculty</u> _____		<u>Departments</u> _____	
<u>Student No.</u> _____			
Contact: <u>Address</u> _____			
<u>Phone Number</u> _____		<u>E-mail</u> _____	
Degree Conferral Date (schedule)	Day	Month	Year _____, _____, 20__
Date of Release	After Day Month Year _____, _____, 20__		
Remarks	Please check the box if the following applies to you. <input type="checkbox"/> Due to unavoidable circumstances acknowledged by relevant faculty and/or professors meeting, I am submitting an abstract of the doctoral thesis instead of the thesis itself to be released to the public.		

※Your Information is used only for relevant purposes of Kyushu Institute of Technology Academic Repository.

Contact

Repository Manager, University Library,
Kyushu Institute of Technology
Ext. 3073 (Tobata campus) Email:kyutacar@jimu.kyutech.ac.jp
Information HP: <http://www.lib.kyutech.ac.jp/kyutacar/>

For internal use of the library							
番号	D -	受付日	/ /	登録日	/ /	handle	10228 /
授与年度	平成 年度	学位記番号	(工 / 情工 / 生工) 博 (甲 / 乙) 第 号				

**Kyushu Institute of Technology Academic Repository
Publication Utilization Consent Conditions (Doctoral Thesis)**

Objective

1. Kyushu Institute of Technology has, in accordance with the provisions stipulated in Article 20 of the Kyushu Institute of Technology Regulations on Academic Degrees, set forth necessary matters in regard to making a doctoral thesis available to the public through the Academic Repository of the university which awarded the individual who was conferred a doctoral degree said doctoral degree.

Public Access

2. Kyushu Institute of Technology Library (hereinafter referred to as the “Library”) reproduces digital doctoral theses and their associated documents (hereinafter “Doctoral Theses”) on a server and makes these materials accessible to the public.
3. Doctoral Theses shall be freely accessible on a standard computer environment on an information network.
4. Doctoral Theses can be searched using bibliographical information.

Terms of the use of doctoral theses

5. The Library observes following regulations concerning the use of Doctoral Theses.
 - (1) No modification in the article and/or the title may be made. However, parts that cannot be displayed properly in the condition of 4. may be abbreviated or displaced.
 - (2) The author’s name and copyright notice are included in electronic data.
 - (3) The use of electronic data (printing/downloading) is limited to only research, teaching and study purposes.
6. Doctoral Theses are disseminated both within and outside of Kyushu Institute of Technology.
7. Doctoral Theses shall be released in full.
8. The Library shall not impose any kind of fees for the use of the Doctoral Theses (e.g. licensing fees, pay-per-view fees).
9. The Library assumes no responsibility for the use of the Doctoral Theses.

Sending data to the National Diet Library

10. The Library shall send Doctoral Theses data upon receiving notice from the National Diet Library. The National Diet Library shall make the data available for use, which includes viewing and photocopying, in accordance with the provisions stipulated in the National Diet Library Law and copyright law.

Consent to use copyrighted work

11. Once the author has given consent to deposit his/her article in the repository, the author shall grant the Library and/or the National Diet Library permission to exercise the “right of reproduction” and the “right of public transmission”.
12. Where there are other copyright holders, the author is required to obtain their consent.
13. To avoid conflict concerning copyright when using Doctoral Theses, the author is required to consult with any other parties involved in advance.

Alternation of consent conditions

14. Authors who wish to alter these terms of permission for release to the public must apply for change to the Library and include the reason.

Others

15. Any matter not covered by these conditions shall be determined through consultation between the author and the Library as necessary.