

m03: Admin Menu Settings Collections (tab) Administrative Collection - sample type config

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Institution Digital Repository
repo-manager@institution.edu

Repository Home > Administration > Settings > Collections

Collections

Collection Types Administrative Collection User Collection Exhibit

General Settings

These settings determine how collections of the type "Administrative collection" can be managed and discovered.

- NESTABLE Allow collections to be nested (a collection can contain other collections)
- MULTIPLE MEMBERSHIP Allow a work to belong to multiple collections
- DISCOVERY Allow collections to be discoverable
- REQUIRE MEMBERSHIP A work must belong to at least one collection of this type
- SHARING Allow users to assign collection managers, depositors, and viewers for collections they manage
- WORKFLOW Allow collections of this type to assign workflow to a new work
- VISIBILITY Allow collections of this type to assign initial visibility settings to a new work
- CONTROL VISIBILITY Visibility of works in collections of this type are controlled by the settings in the collection

Collection Participants

You can designate both groups and users as creators and managers of collections of this type.

Add Participants

Add group: Search for a group... as Select a role... Add

Add user: Search for a user... as Select a role... Add

Current Participants

Managers

Managers of collections of this type can edit collections other users have created, including adding to and removing works from a collection, modifying collection metadata, and deleting collections.

Collection managers	Action
repository-managers	Remove
jane-smith@institution.edu	Remove

Creators

Creators of collections of this type can create and manage their own collections.

Curated collection creators	Action
library-staff	Remove

1 The tabs shown here reflect an example where the repo admin has created two distinct non-administrative set types of collections. If there are additional collection types, each additional type would have a tab and similar settings content.

2 The "Administrative collection" uniquely disables the Nestable and Multiple Membership options, to ensure it can continue to meet the existing functionality of Administrative Sets.