Outputs produced by academic

Output type checked against faculty DORA submission policy

Suitable outputs chosen to be added to DORA

Output submitted online (by academic or administrator)

Submission added to DORA task pool

Metadata checked and amended by DORA team

Copyright checks carried out if full-text or equivalent submitted

Records made live including full-text or equivalent if appropriate

Administrators or researchers create output list using DORA reporting tool

On-line databases checked for DMU outputs

Metadata added to DORA by DORA team

Submission available on DORA

Tool pulls up list of outputs for review by Researcher for inclusion on webpage

Researchers decides which to display

Outputs list displayed on webpage

Information returned to Head of Research

Information used in Research Audits and similar

Information used in decision making by HoR

Optional quality and duplicate check by faculty

DORA team report to faculty research administrators on status and number of submissions

Metadata added to DORA

Administrators or researchers create output list using DORA reporting tool

Information used in Research Audits and similar

Information used in decision making by HoR

Outputs produced by Research Group