

**DATAD Workshop**  
**Accra, Ghana, 29 April – 2 May 2003**

**CODESRIA Report on the Data base of Theses and Dissertations**

**Background information**

CODESRIA Documentation and Information Centre has over 820 theses and dissertations in its collection. They have been published in various African universities and most of them are in English and French. They cover various fields: agriculture, culture, society, economic conditions, economic systems, economic policy, social policy, social problems, education, environment, financing, government, law, politics, health, nutrition, industry, information/documentation, international cooperation, international relations, labour, management, methodology (research), natural sciences, population, trade, transport.

The biggest part of the collection is theses and dissertations received through CODESRIA Small Grants Programme for Theses Writing.

This Programme set up in 1988 is open to African professionals and graduate students registered in African universities preparing their theses in all social science fields and other disciplines involving social or economic analysis.

Through this programme CODESRIA has awarded grants to over one thousand laureates in many African universities. The laureates are required to send their theses or dissertations after completion. All the theses and dissertations received are processed and classified for use by researchers and other users of the library.

Their references are entered in the CODESRIA main bibliographic database containing references of other documents such as books, reports, conference papers, articles. From this database is generated a product *The Catalogue of Theses and Dissertations sponsored by CODESRIA* available in hardcopy and electronic form. The list of theses and dissertations received from 1998-2002 is also available on CODESRIA web site.

**IMPLEMENTATION OF THE DATAD PROJECT**

CODESRIA has been selected in the feasibility study and the pilot phase.

From 20 to 21 February 2002 a delegation of three staff members from AAU (Association of African Universities) made a study visit at CODESRIA; they met the staff of CODESRIA Documentation and Information Centre. Like other institutions participating in the project the role of CODESRIA was discussed.

CODESRIA was also represented at the DATAD workshop held in 11-12 June 2002, in Addis Ababa, Ethiopia.

In the framework of the project the following tools have been given to CODESRIA:

## **Equipment**

*CD rewriter* for copying the data base on compact disks.

*Scanner* for scanning abstracts of the authors of theses and dissertations.

## **Softwares**

The following softwares have been provided :

*Procite* : for importing data bases designed with the software CDS/ISIS.

*CD creator* : for copying data with the CD rewriter.

*Web poster* : for posting on Intranet (local area network) data bases developed with Procite software.

## **Documentation**

*The DATAD methodology manual*

This manual contains rules of processing theses and dissertations.

A box containing 10 new compact disks for copying data.

## **CODESRIA CONTRIBUTION IN THE PROJECT**

CODESRIA uses its own resources for the project :

- computer equipment and software,
- staff,
- office space and furniture

## **ACTIVITIES**

### **Processing and data entry**

The updating of the data base is going on and is being carried out by the staff of the Documentation Centre .

## **COPYRIGHTS LAWS**

CODESRIA does not have a copyright policy for theses and dissertations.

Users are allowed to have access to the theses and dissertations and consult them in the library. Theses and dissertations cannot be borrowed. Users have to abide by general or universal copyright laws.

However users complete and sign a form called "Declaration of Thesis and Dissertation Consultation".

In the form, users are required to provide their names, addresses or affiliation and bibliographic information of theses and dissertations they have consulted.

Users should sign beneath the following declaration "*... and I hereby solemnly declare to abide by the established rules of the copyright, citation and acknowledgment with regards to the above consulted dissertations and theses in CODESRIA's collection*"

The information officer (librarian, documentalist) should also sign in the form.

The date of consultation should be indicated in the declaration form.

## **GENERAL EVALUATION**

Before the implementation of the DATAD project, CODESRIA , as already pointed out, has in its collection a number of theses and dissertations.

Given the objectives of the DATAD project and the methodology of its implementation, adequate resources (human, financial and material) are needed.

### **Manpower**

The processing of the materials should be made following the rules of the DATAD methodology manual. Abstracts of theses and dissertations should be also entered in the data base.

Because of the retrospective work, harmonizing the processing, abstracting and scanning abstracts, additional staff is highly needed.

### **Funds**

There is an inadequacy of financial resources for processing (indexing, abstracting, scanning). The cost of processing for each thesis or dissertation is two US dollars (02 US \$). So far additional staff have not been hired because of the non availability of funds.

### **Equipment**

CODESRIA uses its own resources for the project : computer equipment and software. However CODESRIA received a scanner and a CD writer.

### **CODESRIA project for digitising theses and dissertations**

So far all the theses and dissertations available in the library are in printed form.

CODESRIA is planning to have them digitised and made available on electronic form : web, CDROM among others. The digitisation of the collection will be a retrospective work which will consist in scanning all the theses received so far.

CODESRIA will require the laureates of the next sessions of the Small Grants Programme to submit their theses or dissertations in electronic form together with the printed copy.

*Report by  
Abou Moussa Ndongo  
Chief librarian  
CODESRIA Documentation  
and Information Centre*