

# Electronic Thesis Submission

## Guide to adding your final PGR thesis to HIRA, the University's institutional repository

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# Contents

Electronic Thesis Submission .....	1
What is HIRA?.....	3
PGR Theses on HIRA.....	3
Benefits of making your thesis Open Access .....	3
Declaration.....	4
Copyright.....	4
Restricting Access to the Final Thesis .....	4
How to access HIRA.....	5
Uploading your Thesis.....	6
Thesis Details.....	7
Deposit the Thesis.....	9

## What is HIRA?

Hope's Institutional Research Archive (HIRA) is the showcase for scholarly outputs produced by academic staff at Liverpool Hope University. It contains bibliographic information and, where permitted, the full text of research outputs.

HIRA provides and preserves online access to the digital research assets of the institution. It also provides the bibliographic data that is fed into the University's Academic Profile system. Hosting research outputs on HIRA enables the University to comply with the Research Excellence Framework (REF) Green Open Access mandate.

## PGR Theses on HIRA

The University requires that an electronic copy of all research theses is deposited, from where it will be publicly available to view. This applies to PhD, MPhil and professional doctorate awards. The version of your thesis placed in HIRA must be the final approved version, incorporating any amendments required by the examiners.

## Benefits of making your thesis Open Access

Making research theses open access allows researchers to disseminate their scholarly work to a wider audience. By having a digital version openly accessible online, the visibility of a researcher is greatly enhanced and so is the research reputation of Liverpool Hope University. Using HIRA as an electronic theses repository also aids the long-term preservation of research theses.

## Declaration

Before depositing the thesis, you must complete the E-Thesis Access Declaration Form and indicate whether you wish for access to your thesis to be restricted in the form of a temporary or permanent embargo. This will need to be agreed with your Supervisor and Director of Studies.

## Copyright

Information and guidance on what you need to be aware of regarding copyright, including the use of 3<sup>rd</sup> party materials in your thesis, whether you need to obtain permissions and how to protect your own work, is available on the library's [research support web pages](#). Please make sure you are read this before signing the E-Thesis Access Declaration form.

## Restricting Access to the Final Thesis

You may wish to consider this restricting access to your thesis, on a temporary or permanent basis, for a number of reasons. For example, if you are planning to publish your thesis, if it contains confidential and/or sensitive information, or if the thesis being made publicly available could potentially put your safety and welfare at risk.

Please note that where the thesis has been restricted for any reason besides personal safety, the bibliographic metadata and abstract will normally be made available on HIRA and to genuine enquirers, including third party sources such as the British Library's Electronic Theses Online Service.

The following pages will take you, step by step, through the process for depositing your final thesis to HIRA.

## How to access HIRA

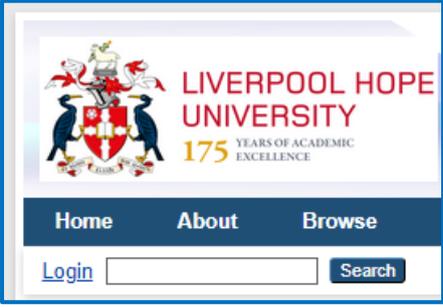
You can access HIRA directly at [hira.hope.ac.uk](http://hira.hope.ac.uk)

You can also find the link from the [Research Support](#) pages of the library website, as shown below.



The screenshot shows the HIRA website interface. At the top, there is a header with the title "Hope's Institutional Research Archive" in red. Below the header is a navigation menu with four tabs: "HIRA", "Benefits to Researchers", "Guides & Training", and "FAQs". The "FAQs" tab is highlighted in red. Below the navigation menu is a list of three expandable FAQ items: "+ What is HIRA?", "+ What does it contain?", and "+ How do I access HIRA?". To the right of the FAQ list is a red button with the text "Click here to access HIRA". The background of the screenshot shows a person reading a book in a library.

Next, from the HIRA homepage, select 'Login' and enter your university username and password.



The screenshot shows the Liverpool Hope University website homepage. At the top left is the university crest. To the right of the crest is the text "LIVERPOOL HOPE UNIVERSITY" and "175 YEARS OF ACADEMIC EXCELLENCE". Below the crest and text is a navigation menu with three tabs: "Home", "About", and "Browse". At the bottom left is a "Login" link and a search bar with a "Search" button.

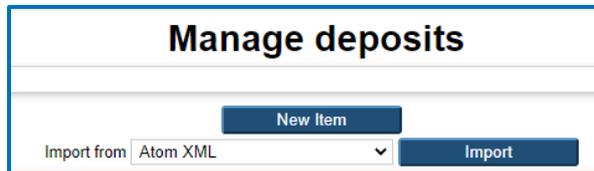


The screenshot shows the HIRA Login page. At the top is the title "Login". Below the title is the instruction "Please enter your username and password." There are two input fields: "Username:" with the text "adamsm2" and "Password:" with a masked password "\*\*\*\*\*". To the right of the password field is a "Login" button. Below the input fields is a note: "Note: you must have cookies enabled."

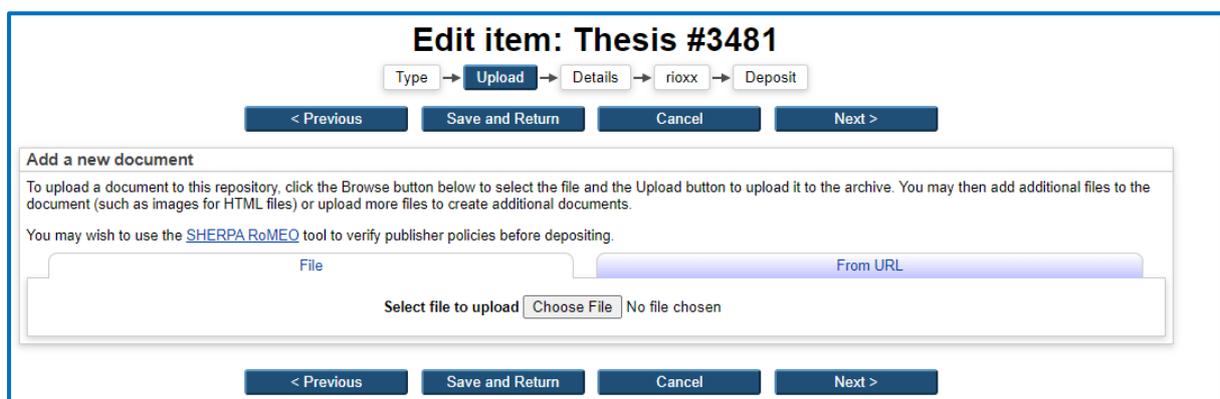
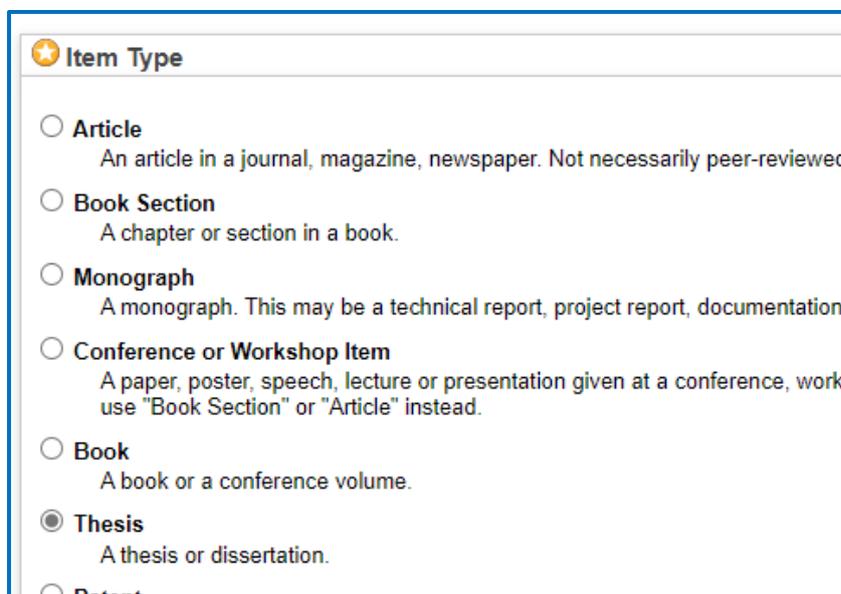
This should be your student username but if you also have a staff account, it is fine to use this instead. You should have been granted access to HIRA in order to upload your final thesis. If your login does not work at this stage, please contact Matthew Adams for assistance on [adamsm2@hope.ac.uk](mailto:adamsm2@hope.ac.uk)

# Uploading your Thesis

In the 'Manage Deposits' area, click on 'New Item'.



When asked for Item Type, select 'Thesis' from the list and click 'Next.'



Click on 'Choose File' and select the file you wish to upload. Remember that this must be the final version of your thesis. We recommend you use a PDF file.

Text  
HIRA guide final PGR thesis.docx  
819kB

Content: Published Version

Type: Text

Description: PhD Thesis

Visible to: Anyone

License: Creative Commons: Attribution-Noncommercial 4.0

Embargo expiry date: Year: Month: Unspecified Day: ?

Update Metadata

After you attach the file, please fill out the information as above. For content, select 'Published Version.' For Type, select 'Text.' For Description, add 'PhD Thesis' (or EdD for example). For Visible to, please select 'Anyone' unless you are requesting an embargo period for your thesis.

For the license, our recommendation is for you to select 'Creative Commons Attribution Non-Commercial 4.0.' (CC-BY-NC). If you wish to select an alternative creative commons license, then there is more information about the different licenses and what they mean, at:

<https://creativecommons.org/licenses/>

## Thesis Details

Next, fill out the title and abstract of the thesis.

Title of the Research Output

A study of psychological distress in caregivers of Parkinson's Disease patients

Abstract

The aim of this PhD was to extend current research on caregiving by investigating outcomes for a large group of caregivers who have been relatively neglected in the caregiving literature. The focus of the research was to identify predictors of psychological distress in caregivers of Parkinson's disease (PD) patients using a longitudinal design and quantitative and qualitative data.

In chapter one, Parkinson's disease is described in sufficient detail to illustrate the demands of PD caregivers. In chapter two, the caregiving literature is

**★ Thesis Type**

Diploma

Masters

Doctoral

Post-Doctoral

Other

Select 'Doctoral' under Thesis Type.

**★ Author(s) / Creator(s)**

	Family Name	Given Name / Initials	Email (Hope Academics only)	ORCID
1.	Cousins	Rosanna	cousinr@hope.ac.uk	0000-0003-4829-5138
2.				

Fill in your details, including an ORCID ID if you have one.

**★ Publication Details**

**★ Status:** Please state here whether your deposit has been published, is currently in the process of being published (**in press**), or has not been previously published.

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Accepted for Publication

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**★ Dates:**

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**Number of Pages:**

Related URLs:  URL     URL Type: Unspecified

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Please indicate whether the thesis has been previously published or is in the process of being published elsewhere (e.g. by a book publisher). If not, please select 'Unpublished.'

Under Dates, just the year is sufficient.

Please enter 'Liverpool Hope University' for the institution and indicate your school or department and the number of pages in your thesis.

## Deposit the Thesis

After you have attached the file and entered all the bibliographic details, click on Next and you should be ready to deposit the thesis.

Please read the statement on this page regarding intellectual property and copyright. If you have any queries at this stage, please contact Matthew Adams on [adamsm2@hope.ac.uk](mailto:adamsm2@hope.ac.uk)

**Deposit item: Example Thesis**

Type → Upload → Details → rioxx → **Deposit**

**For work being deposited by its own author:** In self-archiving this collection of files and associated bibliographic metadata, I grant Hope's Institutional Research Archive (HIRA) the right to store them and to make them permanently available publicly for free on-line. I declare that this material is my own intellectual property and I understand that Hope's Institutional Research Archive (HIRA) does not assume any responsibility if there is any breach of copyright in distributing these files or metadata. (All authors are urged to prominently assert their copyright on the title page of their work.)

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