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**REGULATION
ABOUT THE VIRTUAL LIBRARY
OF DIGITAL EDUCATIONAL RESOURCES
"PORTAL OF DIGITAL EDUCATIONAL RESOURCES"**

1. General Regulations

1.1. The cloud-based virtual library of digital educational resources was developed within the framework of the project "Modernization of higher education in Central Asia through new technologies (HiEdTec)" and with the support of the "Erasmus + program of European Union".

1.2. Current provision defines the purpose, goals and objectives of the virtual library of digital educational resources "Portal of digital educational resources" (hereinafter referred to as the Portal).

1.3. The provision strengthens the material and technical base of information and library institutions.

1.4. The portal will continue to its function after the completion of the HiEdTec project.

2. Goals and Objectives of the Portal

2.1. The goal of the Portal is to form a qualitatively new system of information and library services for the academic network of partner universities, created within the HiEdTec project and the development of information and library institutions, taking into account modern requirements.

2.2. The main functions of the Portal are to promote the sustainable development of information and library services, strengthen the material and technical base of information and library institutions, expand cooperation with Internet resources specializing in the distribution of e-books to improve the efficiency of libraries and the efficiency of user service.

3. The Hardware and Software of the Portal

3.1. The portal is being created on the basis of a server supplied by TUIT within the framework of the project "Modernization of higher education in Central Asia through new technologies (HiEdTec)".

3.2. The development of the Portal software and its subsequent support is provided by the TUIT Information Technology Center.



3.2. The provision of user access to the resources of the Portal through the corporative network and/or the Internet is provided by Information Technology Center of the TUIT.

4. User class and order of access to the Portal resources.

4.1. Portal users are divided into groups according to the list of functions available to them to perform: teachers; students; users upgrading skills; librarians; system administrators and administrators.

4.2. In the general case, access to the content of the resource and to the resources of the virtual library is authorized; by the decision of the author, the resource is posted in the public domain. After authorization process, teachers and staff are given the opportunity to fill out a request for a resource.

4.3. Access to resource directories and public resources is free for an unauthorized user.

4.4. To gain access to additional functions, the "Feedback" service is used with a request to provide the possibility of authorized access to the resource request. After receiving identification and authentication (login and password), the user will have the opportunity to go through the authorization procedure on the Portal. After this, the user is presented with a set of rights to register the resource, including "create" and "edit the request".

4.5. Administrators are given the rights to view a request for a resource with the subsequent post of a link to the declared resource or rejection of the request.

5. Method of filling the Portal with digital educational resources

5.1. Posting a request for resources is allowed only for authorized users of the Portal.

5.2. If for some cases it is impossible to independently post a request for the resource on the Portal by its actual author, this procedure can be performed by specialists of Information Technology Center in the TUIT.

5.3. The link to the resource on the Portal is posted in the following sequence:

- the author adds a form describing the electronic resource;
- the administrator verifies the application by placing a link to the source or rejects the request (indicating the reason).

5.4. In the first stage, the Portal contains links to web-based courses created within the framework of the project "Modernization of Higher Education in Central Asia through New Technologies (HiEdTec)" by three Uzbek universities - project partners.

5.5. The coordination of activities on filling the Portal is carried out by TUIT.

6. The structure of the auxiliary information sections of the Portal

6.1. The content of the information sections of the Portal, which are auxiliary, not related to its main functional load, are provided by the specialists of the TUIT Information Technology Center.

6.2. When posting news on the Portal, the department:

- coordinates the text with authorized persons for the availability of official information, which cannot be published openly, limited distribution, as well as information containing state and other information protected by the laws of the Republic of Uzbekistan;
- the received text of the news is independently posted on the Portal or transmitted in the appropriate format to the press service of the university for publication.

7. The users' registration of Portal

7.1. Teachers, students and librarians of TUIT have access to electronic educational resources using the same login and password.

7.2. External users can access authorized resources by contacting portal administrators through a request using the Portal service "Feedback".

7.3. At the user's request, administrators can make changes to the set of user rights.



8. Copyright protection

8.1. The posting of links to digital educational resources is implemented using software tools (including tools for checking resources for borrowings in them), to the use of which the university or authors have legal rights.

8.2. References to resources must be made in accordance with applicable law, including copyright.

9. Financing

9.1. Financing for the Portal will be carried out within the budget allocated to information and library institutions of TUIT, partner universities, as well as other sources, including national and foreign funds/ programs/ projects.

Chief of Centre for Innovative Educational Technologies

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