

Quality and selection as well as technical guidelines

Information for Depositors

PsychArchives Profile

PsychArchives accepts content that corresponds to its profile in terms of content, form, object type and quality of metadata.

- Objects must belong to the discipline of psychology or related disciplines to fit the scope of PsychArchives
- Have a look at our [DRO \(digital research object\) list](#) to see which object types we store.
- Describing your content with the help of standardized metadata ensures its findability and searchability. To find out which metadata are required for different DROs, you may consult our [submission forms](#).
- Please make sure to submit your content in file formats recommended for long-term archiving, e.g. PDF/A, CSV etc. File formats should ideally be open, standard, non-proprietary, and well-established. For more information on preferred and acceptable formats, see the table below:

Type	Preferred Format	Acceptable Format
Text	PDF/A; Text data (with UTF-8 encoding)	ODT (LibreOffice); HTML; PDF; RTF
Source Code	Text data (with UTF-8 encoding)	Text data (with non-UTF-8 encoding); SPS
Tabular Data	CSV	SAV; ODS (LibreOffice); XLSX; XML; JSON; Text data
Still Images	PNG; JPEG; SVG	ODG (LibreOffice); TIFF; GIF; DNG; PDF/A
Moving Images	WebM container with VP9 video and, if applicable, Opus audio	AVI; MP4; Matroska and OGM containers; H.264; H.265; AV1; Huffuyuv
Sounds	FLAC; WAV with PCM	AIFF; MP3; Opus; OGG Vorbis

Presentations	PDF/A	ODP (LibreOffice); PPTX; PPT; PDF
Compression Formats (although generally to be avoided)	ZIP	7Z; GZIP; BZIP2; XZ

Technical Requirements for DROs

- Files may not be subject to any technical protective measures or access restrictions, such as, for example, digital rights management (DRM) or password-protection.
- Documents must not contain any external images, dependencies and/or dynamic elements.
- Fonts must be embedded. It is best to use standard fonts and to specify the language in the document properties.
- Our recommendation is to upload single files instead of zipped files. If you are sure that a zipped file is the best option for your content, please provide a table of contents for the item via the submission form.