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The structure of DSpace consists of Communities, which can contain Sub-communities and Collections. Submissions are made to a Collection.

To submit to a Collection, a user must have a DSpace account and be authorized to submit to that Collection.

Some examples of existing Communities and Collections:

- **Arts and Sciences** (community)
  - **Economics** (sub-community)
    - Emeritus Publications (collection)

- **Cornell University Graduate School** (community)
  - Theses and Dissertations (CLOSED) (collection)
  - Theses and Dissertations (OPEN) (collection)

- **East-Central Europe Sources** (community)
  - **Sources in English** (sub-community)
    - 0700-1400: Migrations, Medieval Kingdoms (collection)

- **Internet-First University Press** (community)
  - Books and Articles (collection)
  - Multimedia and Videos (collection)
  - Undergraduate Scholarly Publications (collection)
  - **Journals** (sub-community)
    - CIGR (collection)

Collections can be created by the Library’s DSpace staff and a designated person in your unit can have permission to modify the Collections and submissions.

To enable DSpace in your unit, please send the name and e-mail address of your unit's designated DSpace submitter along with your unit name to dspace-admin-l@cornell.edu. You can also direct any questions you have to the same address.