About the KIX Library

Contents

Overview

The Global Partnership for Education Knowledge and Innovation Exchange (KIX) is a joint endeavor between the Global Partnership for Education (GPE) and the International Development Research Centre (IDRC) to connect expertise, innovation and knowledge to help developing countries build stronger education systems and accelerate progress toward the Sustainable Development Goal on education (SDG 4). The program aims to respond to education challenges and strengthen education systems in 68 countries across sub-Saharan Africa, the MENA region, Asia, Europe, and Latin America & the Caribbean.

To contribute to the achievement of the overall vision and goals of the initiative, KIX has developed the KIX Digital Knowledge Platform to support the management, accessibility and dissemination of knowledge and evidence and promote collaboration amongst key stakeholders. It consists of three main functions: 1) public website 2) peer learning and exchange portal (private space for KIX grantees and national delegations) 3) open-access digital library.

The KIX Digital Knowledge Platform seeks to facilitate the following activities:
1. Communicate what KIX is and its value and raise the profile and visibility of the program.

2. Provide key stakeholders (grantees, governments & stakeholders of education sectors in GPE partner countries) with access to high value, high-quality resources and information about innovations, including those funded by KIX, and critical knowledge mobilization, collaboration and research uptake tools to inform policy dialogues and planning processes in developing country education systems.

3. Facilitate collaborative spaces (virtual or in-person) to support a learning environment for education policy stakeholders in GPE partner countries and among KIX grantees.

This briefing document focuses on one component of the KIX Digital Knowledge Platform: The KIX Library

A. About the Library

The KIX Library is a tool to connect education stakeholders to a variety of outputs that focus on KIX themes. The library will provide access to resources that can inform national policy dialogues and sector planning, implementation, and monitoring. The library is open to the public and stakeholders that would like to see their resources showcased in the portal can make a request directly through the website. The library is hosted on the website in French, English and Spanish and we currently only accept submissions to the library in those languages.

In the following sections, you will find information about the different features of the library, criteria for submitting to the library and instructions on how to submit resources to the library.

The KIX library will develop and expand through sequential stages, beginning with information related to ongoing KIX projects, work and themes, work germane to the Global Partnership for Education, followed by resources on additional themes based on user demand.

B. Library Filters

Users of the library can search through the library for these resources by name or by filtering through the following categories: media type, resource type, topic, year, region.

Resource type:
This category defines the nature of the resource which include policy briefs, research paper, sectoral plan, infographic, etc.

Source:
This category defines the industry/sector of the institution that created the resource.

Media type:
This category defines the medium in which the resource was developed which range from audio, video, image, document. For example, if you only want to find videos on education topics, you can select that category and a list of filters will appear.

Topic:
This category defines the topic(s) that the resource is about.

Region:
This category defines the region(s) that the resource focuses on.

Available Languages:
Please keep in mind we currently only accept resources that have been created in English, French or Spanish.

C. Criteria for resources hosted in the library

The resources in the Library must be coherent with the principles and strategies of the Global Partnership for Education (GPE) and International Development Research Centre IDRC). The types of resources you might find in the library include:

- *Knowledge products developed by KIX-funded projects;*
- * Documents and proceedings produced for or from different KIX instances, such as regional and global events.*
- *Knowledge shared by GPE-partner country governments on a voluntary basis;*
- *Knowledge, resources and tools shared by education stakeholders related to KIX topics;*
- *Resources that focus on best practices for knowledge mobilization, curation, translation and communications in the education sector;*
- *Resources that focus on education sector planning, implementation, and monitoring*

The **resources should be aligned with one or more of the following** topics:

- *Advocacy and accountability*
- *COVID-19 and education*
- *Data systems*
- *Early childhood care and education*
- *Education in Emergencies*
- *Education Technology*
- *Gender equality*
- *Learning*
- *Learning assessment systems*
- *Monitoring and Evaluation*
- *Other*
- *Scaling education innovations*
- *Sector planning*
- *Teachers and Teaching*

The resources in the library are restricted to the following media type categories:
- Audio
  - o   *Link to YouTube, Vimeo, podcast, or webpage where the audio is hosted.*

- Video
  - o   *Link to YouTube or Vimeo*

- Image
  - o   *Accepted image formats include: .jpg, .jpeg, .png and .gif*

- Document
  - o   **Accepted document format: .pdf**

- Database or search engine
  - o   *Link to the website where it is hosted online.*

The resources in the library should fall into the following resource type categories:

Resource	Description

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Book	Book published as part of an IDRC funded project.
Book Chapter	A chapter of a published book.
Brochure	A booklet or pamphlet containing pictures and information about a project.
Bulletin or Newsletter	A brief report or official statement.
Conference Paper	A paper written and/or presented at a conference. Not otherwise published as a journal article.
Education Sector Plan	A long-range plan in one or more local governmental jurisdictions.
Education Toolkit	A collection of tools, guidance, and resources for designing and implementing education initiatives and activities.
Event Recording	A recorded event.
Executive Summary	A written account that gives an overview of the main points of a longer report, business plan, etc.
Factsheet	A concise resource that has useful information about a particular issue, especially one distributed for publicity purposes.
Infographic	A visual image such as a chart or diagram used to represent information or data.
Institution Annual Report	Annual report related to a project related institution, that is relevant as a project output.

Interview	A conversation between a journalist or radio or television presenter and a person of public interest, used as the basis of a broadcast or publication.
Journal (full)	Refers to a peer-reviewed scholarly publication in its entirety (vs. trade magazines).
Journal Article	Journal Article that is peer reviewed. Peer review applies to the Article. Possesses ISSN.
Manual, Handbook or Guide Book	A book or resource that gives information such as facts on a particular subject or instructions for performing an activity.
Patent	Metadata or full content of patent.
Policy Brief	A short document that presents the findings and recommendations of a project to a non-specialized audience.
Presentation	Refers to materials used for the presentation of project/program/ research content at non-conference talk or workshop (e.g.: PowerPoint, invited talk, personal communication).
Program/Project Evaluation	The evaluation report for a program or project.
Research Report Non-Peer Reviewed	Research or ideas that are not subject to the scrutiny of others who are experts in the same field (peers).
Research Report Peer Reviewed	Scholarly work, research, or ideas that are subject to the scrutiny of others who are experts in the same field (peers) and are considered necessary to ensure academic scientific quality.

Synthesis Report	A report that shows how evidence or information fits together to lead to conclusions or an overview of the subject.
Thesis	A document submitted in support of a candidature for an academic degree, containing personal research. May or may not be formally published.
Training Material	Refers to content that provides instruction or guidance. May include curricula, methodologies, and manuals.
Website Link	A link to a website.
Working Paper	Unpublished paper, discussion paper, manuscript, as a series or not.
Workshop/Event Report	A report of activities undertaken and/or results of a project workshop.
Other	Only select this category if your resource does not fit into any of the other categories listed above.

D. How to submit resources to the Library

Please follow the steps below to submit resources to the KIX Library. Once the submission is complete, the website administrator will review the submission and follow up with the submitter should they have any questions regarding the resource. We accept resources in all languages, however the short descriptions and titles that you include in your submission, must be written in French, English or Spanish because those are the languages used on the website.

Please ensure that your resource follows all of the criteria mentioned in the previous section. We reserve the right, in our sole discretion, to edit or refuse to publish any submissions that are inappropriate or do not align with the criteria stated above.
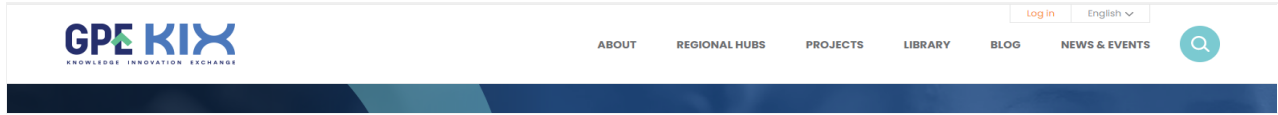
Criteria and Instructions: Please review the instructions on "How to Submit Resources to the KIX Library" by visiting the webpage for KIX Online Submission System.

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Timeline: You should expect your content to be posted in the Library in up to 10 business days. Keep this timeline in mind when preparing your submission request. Once content is quality assessed by the KIX team, it will be posted on the KIX Website.
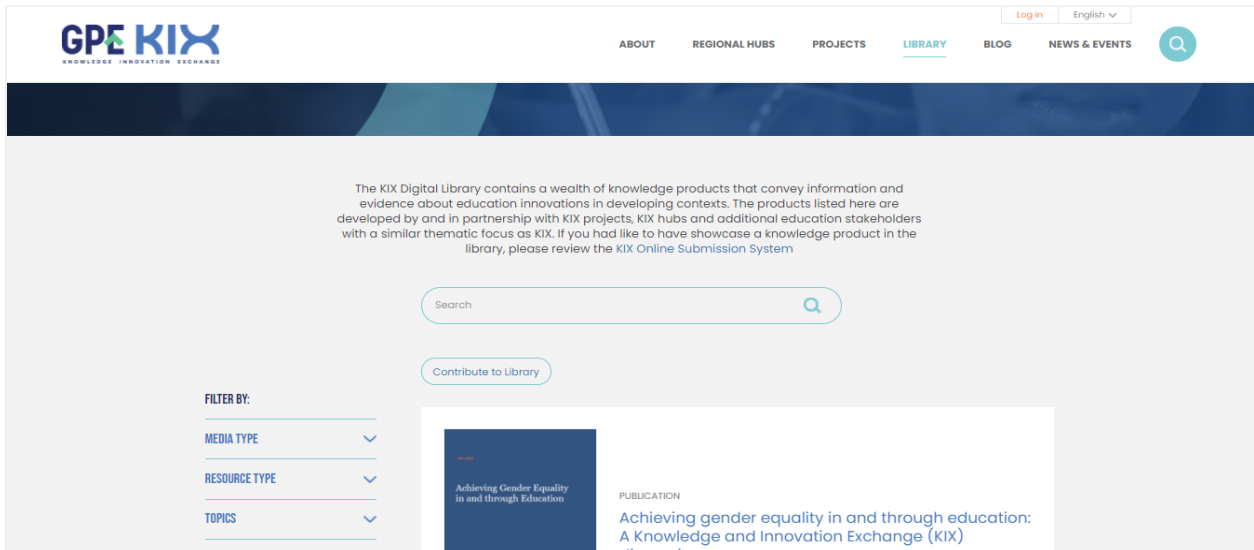
Languages: Please keep in mind we currently only accept resources that have been created in English, French or Spanish.

Contact: Should you run into any issues, please contact support@gpekix.org.

<div align="center">***</div>

1) Click on the "Library" link in the main menu

2) Click on the button titled "Contribute to the Library". You will be redirected to the resource submission page where you can enter all of the required information about the resource.

3) Enter all of the required information regarding your resource

Contribute to Repository

Basic Information

Title*

Body

About text formats

Submitted By

Thumbnail Image

Choose File No file chosen

Upload

Upload requirements

☐ Highlight

Resource Details

Resource Type

Media Type*   – Select a value –

- Title
  - *Here you enter the title of the resource.*

- Body
  - *Here you enter a brief description of the resource. It should be no more than 100 words.*

- Thumbnail Image
  - *Here you upload the image that you'd like to use as the thumbnail for the resource.*

- Submitted By
  - *Here you enter the name and email address of the person that submitted this resource to the library so that the administrator can contact them should they have*

any questions

- Reference:
  - *Here you enter the citation details for the resource.*
    - *Author(s) name(s)*
    - *Institution*
    - *Year*

- Resource Type
  - *Choose from the list of resource types listed in the drop-down menu.*

- Source
  - *In the drop-down list choose the source of the resource to let readers know which sector/industry created it:*
    - *Bilateral organization*
    - *Development bank*
    - *Foundation*
    - *Government*
    - *Multilateral organization*
    - *NGO/Civil social organization*
    - *Private sector*
    - *Research/Policy Think Tank*
    - *Teacher union*
    - *University*
    - *Other*

- Media type
  - *Choose from the list of media types listed in the drop-down menu.*
    - *Based on the media type selected, the next set of fields should be populated. Example is shown in the image.*

Resource Details

Resource Type

| - None - ⌄ |

Media Type*

| Document ⌄ |

Document Uploading Method* *

○ Embed External URL

● Upload Document

Document

| Choose File   No file chosen |

⊕ Upload   An uploaded file or document, such as a PDF.
             ❓ Upload requirements

- ○ If the user selects "Image" as the media, the field to upload the images will be shown
- ○ If the user selects "Document" as the media type, select any of the following options.
  - ■ If the document uploading method is "Embed External URL", the field to enter the document link will be shown.
  - ■ If the document uploading method is "Upload Document", the field to upload the document file will be shown. Please note that we accept documents in .pdf, .doc, and .docx

- ○ If the user selects "Audio" as the media type, the field to upload audio will be shown.
  - ■ The audio uploading method is "Embed External URL".

- ○ If the user selects "Video" as the media type, select any of the following.
  - ■ The video uploading method is "Embed External URL".

- ○ Database/Search engine
  - ■ The database/search engine uploading method "Embed External URL".

- • Topic & Region
  - ○ Select the region(s) and topic(s) that the resource focuses on. You can select more than by holding onto the CTRL button on your keyboard while you make your selection.

- Select the language of the resource.

4) Click the "Save" button, and the submission remains unpublished until the website administrator approves it.

5) Should you run into any issues, please contact support@gpekix.org