### **Jinnah Business Review**

#### DIGITAL ARCHIVING POLICY

Digital preservation can be seen as the set of processes and activities that ensure information which now exists in digital formats is backed up and distributed to guarantee continued access for the long term. The digital content of the journal is extremely valuable and measures are in place to ensure both its current accessibility and long-term preservation. The preservation policy includes the following measures:

### Website archiving

All of our electronic content (website, manuscripts, etc.) is stored on two different sources. Content on one server is online and accessible to the readers. The copy of the same content is kept as a backup on two other sources. In case of failure of one server, any one of the other sources can be made online and website expected to be accessible within less than 24-36 hours.

# **Self-Archiving Rights**

All authors hold full copyright and self-archiving rights. Our self-archiving policies are detailed same as they are in the RoMEO (ResearchersLinks is a green publisher at RoMEO, which is a database of publishers' copyright and self-archiving policies). Additionally, authors are allowed to archive their articles in open access repositories as "pre-prints".

## If journal stops publishing

We intend and expect to continue to publish our journal for a very long time. If, due to some rare, unfortunate circumstances, we are forced to stop publishing the journal, the manuscripts published in the journal will be kept online and accessible to the readers for at least 10 more years. When required under specific conditions, such as discontinuation of the collection or catastrophic failure of the website, the content will be accessible through university's database.