The visibility of a given document in libraries, in databases, in references of other documents etc. is important in relation to whether or not it is identified by the users who have a potential need for it. For University research staff, the promotion and tenure process takes into account the achievements and reputation of their scholarly activities. Having a national (and international) reputation means that their academic publishing has been disseminated widely and is frequently cited by other scholars. Promotion and tenure typically requires demonstrating a strong record of published research, instruction, and professional/administrative service, with the strongest emphasis on research. Due to this Need the University of Nairobi ICT Centre organized a Workshop to respond to this and to increase Visibility and Traceability of University Research Output to support the main aim of research which is digging and disseminating information; this was held on 25th March 2015 at the Kenya science Campus, University of Nairobi